562 Winterbrook Road Campton, NH 03223
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WEVD 2023 Meeting APPROVED Minutes
October 24, 2023 – 10:00 AM

Approved as amended on November 8, 2023.

Attendees: Commissioners Maureen Patti and David Spinney. General Manager Ron Beard and Water Department Administrator Allison Smith, Head of Maintenance, Shawn Pelchat, Head of Water/Roads, Steve Baert, Head of Food and Beverages, Sam Banville.
Members of the public:

Members excused: None

Attendees via Zoom: Gerry Panuczak

Call to order: Commission Patti called the meeting to order at 10:02 AM.

Pledge of Allegiance: The meeting began with the Pledge of Allegiance.

Roll Call of Commissioners: Ms. Patti and Mr. Spinney were present in person. Mr. Panuczak participated via Zoom.

Adoption of Agenda.
Mr. Beard noted that Sam Banville will also provide a report about Campton Mountain Food and Beverage Department, and Ms. Patti added that as an agenda item 5d.

Staff Reports

Head of Maintenance: Shawn Pelchat
Mr. Pelchat provided an update on the following:
- Preparing the mountain for winter operations, finishing work on installing the catwalk, getting the mountain lighting up and running, spreading the donated fill, servicing the groomer, equipment and building maintenance in the lodge, clearing some areas for the groomer to get around, updating the trail maps, which was required by the insurance, etc.
- The Summit Lounge building maintenance, pool cover research and pricing.
- Potential maintenance new hire interview.

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- Quotes for the A/C and heating for the downstairs, electrical upgrade of the water well at Campton Mountain;

Mr. Pelchat then answered questions from the Commissioners about the issues he had over the summer; the projects that have been completed, and future plans for the Summit Lounge; replacing the window in the lift shack; status of ordering and installing the tanks for the snowmaking water storage; whether there were any plans to build a replacement playground into the next budget year; delineation and placement of buffers in the ski restricted areas; marking the area where the ski bowl tank is so that people do not ski over it and enforcing it; vehicle and equipment needs for next year; etc.

Head of Water/Roads: Steve Baert

Mr. Baert provided an update on the following:
- Pegwood Water Main project progress.
- Preparations for the winter season, ordering sand and salt and building block bins to store them on site, getting the trucks and equipment ready, clearing the storage yard.
- Roadside tree cutting progress.
- Working to install new antennas on the mountain to improve water system communications.
- Department new hire.
- Professional development opportunities.

Then Mr. Baert answered questions from the Commissioners on the progress of developing a 20-year Road Plan; existing list of priorities and producing a document of such for the Commissioners and Water & Roads Committee for future planning; potentially investigating crack sealing; and not putting any projects that were identified by the Asset Management Plan in the budget in lieu of the lack of federal/state grant funding this year.

There was discussion about the State encouraging communities with a large share of non-resident homeowners to apply for loans which will not be forgivable. Another discussion was about the need to keep applying for the funds to build a track record of being denied to later use that to raise concerns with how similar communities that have a large/predominant share of second home ownership are being discriminated when it comes to funding infrastructure. It was also suggested to discuss this issue with the members of the NH Executive Council at some point.

Head of Food and Beverages: Sam Banville.

Ms. Banville provided an update on the following:
- Recent Meet and Greet community event that was very well attended.
- Plans to do such events more often.
- Upcoming Halloween events.

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- Bookings for the 2023/2024 winter season being almost full.
- Overall operations being good.
- Staffing needs for regular and busier seasons.
- Working on a display case to have some stock displayed.

Ms. Banville answered questions about potentially using Touch-Bistro system for taking orders from customers; Beer Shack operations being hazardous and what would a new building in its place need; success of the beer tasting event; any other events that may be successful or not; marketing the events better; reaction to alcohol prices increasing at the Ski Lodge and any plans to extend that to the Community Center; possibility to sell some summer time merchandise with the Community Center theme or having a small retail operation for that and where to locate it in the building; whether the District may need to replace the tent for outdoor events; equipment needs for the department and producing a list for the Commissioners to look at; etc.,

Water Department Administrator: Allison Smith
Ms. Smith provided an update on the following:
- New billing software and some issues on which she is working.
- Water service disconnections.
- Changes to the bills that are due to the latest changes to the Water Ordinance.
- Water rate being set tomorrow.

Ms. Smith then answered questions from the Commissioners about coordinating with the billing software service company and asking them to customize the reports that she needs and to make sure that the Treasurer is able to pull the information he needs for his reports in the format he needs it; whether she was comfortable with the billing system; any equipment needs;

Approval of Minutes

a. October 12, 2023
Tabled to November 8, 2023 Meeting.

GENERAL CALENDAR ITEMS

GM's Report
Mr. Beard spoke about the following:

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1. Snow making at the mountain. He has ordered the pumps and electrical items needed to get power to the wellhead site. He is still working on getting the cistern ordered.
2. Owner meet and greet was well attended at Campton Mountain last Saturday.
3. He has received a quote to remove the pine trees that are adversely affecting the court surface. He will be looking to budget for this in 2024.

There was discussion about lack of funds in the budget and options to cover this expense from other sources. Another discussion about the Rec Fund revolved around how to manage the finances, especially in preparation for the upcoming ski season. After a short back and forth, Commissioners agreed to leave $120,000 in the Rec Fund at the end of the year to ensure that there is enough funding for the winter season, including expenses like snowmaking, hiring more staff, and extending operating hours. The idea was to provide a cushion to handle upfront costs before the ski area generates significant revenue.

Ms. Patti made a motion that the Commission will authorize Dave Spinney in his meetings with WEA representatives to announce his intentions to leave $120,000 in the Rec Fund as of December 31, 2023 to begin 2024 in that way. Mr. Spinney duly seconded and motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Then Commissioners returned to discussing the tree removal payment and *Mr. Spinney made a motion to expend $7,500 for which roughly $4,100 would be take from WEA reconciliation to remove 10 trees that are adversely affecting the new tennis courts. Ms. Patti duly seconded the motion.*

There was a brief discussion about the impact on privacy for nearby residents and the Commissioners determined that the removal of these trees would not substantially affect anyone's privacy.

Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Ms. Patti advised that the GM has enlisted the Outdoor Courts Committee Chairman Dave Ketcham to discuss with Vermont Recreational Surfacing about how to clean pine tree sap from the new racquet courts while maintaining the 25-year warranty.

Mr. Panuczak asked Mr. Beard to look into filing with the State of NH for WEVD to be a designated Seasonal Employer to make sure that no overtime costs are incurred for longer shifts. Decision was to have Mr. Beard consult with legal counsel and ask how that filing may affect the District's status in terms of some federal labor law when it comes to the number of people it employs and whether the total number less than 50. He was also asked to coordinate with legal counsel that there are appropriate procedures in place with the required forms and language when it comes to hiring seasonal employees and making sure they are on the payroll only when they are working.

CONSENT CALENDAR

a) Manifests

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Ms. Patti made a motion to approve the Manifests. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

GENERAL CALENDAR ITEMS

a. Tabled from 10/12/23: Setting Annual Meeting date for 2024
Ms. Patti spoke about an ongoing issue regarding the Annual Meeting date. She suggested table this discussion to November 8th meeting, until more information about other checklist meetings was gathered.

Next Meeting: TWO (2) PUBLIC HEARINGS

October 25, 2023 @ 6 p.m.
1. To amend the WEVD Community Water System Ordinance title, sections 7, 32, and appendix, and;
2. To set water rates for the 2024 fiscal year

Public Comment Period
There was none.

Non-Public Session
Ms. Patti motioned to enter non-public session for the purposes described in RSA 91-A:3, other (for the purpose of reviewing sealed minutes). Mr. Spinney duly seconded motion and it passed at 12:08 PM by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

Non-public session was entered at 12:20 PM, Ms. Patti and Mr. Spinney were present in person. Mr. Panuczak participated via Zoom. Also present in person was the Water Department Administrator Allison Smith.

Resumption of Public Session
Mr. Spinney motioned to exit non-public session at 1:23 PM, Mr. Panuczak duly seconded and the motion passed a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Public session was entered at 1:24 PM. Ms. Patti and Mr. Spinney were present in person. Mr. Panuczak participated via Zoom.

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The nonpublic session minutes were sealed by a motion from Mr. Panuczak, a second by Mr. Spinney, as divulgence of the minutes would adversely affect the reputation of someone other than a Commissioner. Motion carried by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Adjourn Meeting
Mr. Spinney made a motion to adjourn the meeting. Mr. Panuczak duly seconded. Motion carried by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Meeting adjourned at 1:26 PM.

Prepared by Alvina Snegach