WEVD COMMISSION MEETING AGENDA
Wednesday, November 8, 2023, at 6 p.m.
Community Center, 562 Winterbrook Rd., Campton, 03223
with Zoom access
Will be streamed on YouTube

1. Call to order
2. Pledge of Allegiance
3. Roll Call of Commissioners
4. Adoption of Agenda
5. Hershey/Slattery Boundary Line Adjustment
6. Approval of Minutes
    a. October 12, 2023
    b. October 24, 2023
    c. October 25, 2023
7. GM's Report
8. Committee / Planning Board Reports:
    a. Planning Board
    b. Water & Roads
    c. Outdoor Courts
    d. Improving Amenity Profitability (IAP)
    e. Budget Advisory Committee
9. CONSENT CALENDAR
    a. Manifests
10. GENERAL CALENDAR ITEMS
    a. Setting Annual Meeting date for 2024
    b. Set December Public Hearing re: ’23 WEA funded improvements to District assets – Unanticipated Revenue -- (Snowmaking preparations, Paving to prepare for New Mailbox structure, New Mailboxes (if installed in 2023), etc.)
    c. ADA Accessibility Committee – no additional volunteer – Eliminate the committee?
    d. WEA commitment of CIF for 2024
    e. Marketing Campton Mountain and venues – contract and cost
11. Next Meeting:
    a. Wednesday, November 22, 2023 @ 4 p.m.
12. Public Comment Period
13. Non-Public Session
14. Adjourn Meeting

562 Winterbrook Road Campton, NH 03223

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WEVD 2023 Meeting Draft Minutes
October 12, 2023 – 6:00 PM

Attendees: Commissioners Maureen Patti, Gerry Panuczak, and David Spinney. General Manager Ron Beard and Water Department Administrator Allison Smith. Members of the public: Harry Bertino.

Members excused: None

Attendees via Zoom: Nancy Seward (129 Snowood), Ralph Wilbur, Elizabeth Ellinwood, Tom H.

Call to order: Commission Patti noted called the meeting to order at 6:00 PM.

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

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

Adoption of Agenda.
There were no changes to the agenda.

Approval of Minutes

a. September 27, 2023
Ms. Patti made a motion to amend the 09/27/2023 meeting minutes according to the list of 20 changes she prepared. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

Ms. Patti made a motion to adopt the amended 09/27/2023 meeting minutes as official meeting minutes. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

Treasurer's Report

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Ms. Patti said that the report was in the packet. Ms. Patti noted that the water fee information was still not shown on the report and Ms. Smith explained that this is something that would need to be discussed with the Treasurer and the financial/billing software company, which then will program a customized report for the Treasurer a separate charge.
Then Mr. Beard spoke about the Bank of New Hampshire totals also shown in the report and answered Commissioners' questions about the Rec Fund amounts. Commissioners asked Mr. Beard to also explore the possibility to show the full current Rec Fund amount on the report.

GENERAL CALENDAR ITEMS

GM's Report

Mr. Beard spoke about the following:

1. Outdoor pools have been closed and winterized.
2. The ski hill and the two dams have had their annual mowing done.
3. Samantha Banville is busy getting the Lodge ready for the winter. There is a meet and greet event coming as well as Trunk-or-Treat.
4. Mr. Beard has been working with Ms. Donaldson on the Water Department Budget and the District Budget. Mr. Beard and Ms. Smith provided an update on the Pegwood water project bond payments and interest.
5. Fixing drainage issues at Campton mountain.
6. Mr. Beard provided an update on the old well at Campton Mountain which proved to be viable and has a pretty good yield so it could potentially be used for snow making. He said that he already received a quote for all the necessary equipment to update that well. Members discussed a potential use of that well as an alternate source of water for the current water system given that it is not part of the same aquifer as the existing water source. Mr. Panuczak explained what the process for that determination entails and that Dubois&King will guide the District through it if need be. He also noted that it will help lower insurance rates for the Ski Lodge and the homes within a mile radius of the well.

There was another discussion that the District is currently relying on a dam for its water quantity and if the dam were to come out, there will be a need for an alternate water source. Ms. Patti also asked Mr. Beard to make sure that NHDES is notified that the District is relying on that dam for its water.
After clarifying the amounts quoted for the well equipment, Ms. Patti asked if WEA had agreed to pay for that work/equipment and Mr. Beard confirmed and said that WEA will pay the vendor directly and

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the Commission will later accept improvements to the District property in whatever amount had been paid.
Mr. Beard also said that he forwarded the invoice for the sidewalk by the mailboxes to WEA for payment and that everything should be done soon. He also pointed to the new mailboxes stored in the meeting room and said that they have arrived, with the rest of them arriving on October 20th.
Mr. Beard also answered questions about the progress of the catwalks installation on the lift, which is almost complete. Mr. Panuczak explained how important this is for the safety of the District employees who maintain the lift. Mr. Beard agreed and said that the lift inspection is only held up by the catwalk installation and should be done as soon as that is done.

Committee / Planning Board Reports:

a) Budget Advisory Committee
Ms. Patti said that the Budget season calendar was submitted in lieu of the BAC report and suggested marking that report WEVD Budget Advisory Committee at the top to make sure it is clear in the handout.

b) Planning Board
Mr. Panuczak said that several present and past members of the WEA Board had expressed concerns with some of the language in the draft Master Plan at the last Planning Board meeting, which they submitted in writing for the Planning Board to discuss at their November 4th meeting.

c) Water & Roads
Mr. Panuczak said that the Committee met a couple weeks ago and discussed with Dubois&King the potential of using the old well at Campton Mountain as an alternate water source for the water system. He also said that the two issues that were brought up at the Water Ordinance public hearing were also discussed at the Water and Roads Committee and they will be researched further.

d) Outdoor Courts
Mr. Spinney said that the Outdoor Courts Committee will meet one last time to make recommendations to the Commission. He thanked all the volunteers on that Committee for the wonderful job that they have done with the outdoor courts.

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e) ADA Accessibility

Ms. Patti said that the Committee is still in the process of recruiting members.

f) Records

Ms. Patti said that she is trying to call a meeting for December.

g) Improving Amenity Profitability (IAP)

Mr. Panuczak said that the Committee will be meeting next Thursday and they are expecting a draft report from Tom Lithgow about the study of the ski mountain and if it had snow making what the profit and loss would look over the next couple of years.

Ms. Patti said that she would like to return to the GM report and discuss the Expenditure Detail Report that had been submitted by Mr. Beard.

Ms. Patti made a motion to make that Expenditure Detail Report by account an official attachment to tonight's meeting minutes. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

Mr. Beard provided a brief overview of the budget numbers and where the District currently stands with regards to expenditures and revenues. Members agreed that the District is in pretty good shape and should finish the year pretty strong.

Mr. Beard explained why the Water Department budget was a bit lower than the other departments.

Ms. Smith also went over the Water fee collection numbers.

Commissioners thanked Mr. Beard for providing that breakdown for them and asked to prepare it at least once a month.

CONSENT CALENDAR

a) Manifests b) Treasurer's Report c) Committee / PB Reports

Ms. Patti made a motion to approve the Manifests, the Treasurer's Report and the BAC budget schedule. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

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GENERAL CALENDAR ITEMS

a) New WEVD Accounting Procedures for providing Rec Fund information to WEA Board members

Ms. Patti explained that the new procedure was developed to keep WEA Board better informed and that District staff will be producing a subset of information from the Manifests that the Commissioners approve, that will show invoices that are identified to be paid from the Rec Fund. She said that as well when payroll is processed, the amounts of salaries reimbursed from the Rec Fund to the District will be produced as a separate subset for WEA for each payroll cycle. Ms. Patti said that the information will be provided to the President, Vice President, and the Treasurer of the Waterville Estates Association.

Members agreed to add the relevant positions to the language of the procedure.

Ms. Patti made a motion to adopt the Accounting/Procedure RMA Administration with the modification of adding relevant officers. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

b) Modify Procedure for conduct of a WEVD Public Hearing

Ms. Patti thanked Ms. Smith for pointing out the needed changes and said that they are contained in the packet.

Ms. Patti made a motion to modify the WEVD Public Hearing procedure in the manner identified in the meting packet. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak - aye.

c) Modify WEVD Right-to-Know Form

Ms. Patti explained that the modified form was in the packet as well.

Ms. Patti said that she had also made some last minute changes, which were also approved by legal as follows: Modify the "AVAILABILITY" paragraph as follows: "If not immediately available, WEVD to respond in writing within five (5) business days with: (1) record will be provided, (2) request denied including reasons, or (3) additional time is needed to determine whether request shall be granted or denied, with estimate of time reasonably necessary to make such determination and the reason for the delay. RSA 91-A:4."

Ms. Patti made motion to amend the WEVD Right-to-Know Form to substitute the sentence Ms. Patty proposed depicted on the last page of the meeting handout for the second sentence in the actual document.

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

Ms. Patti made a motion to approve the amended Right-to-Know Form in the manner identified in the meting packet. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

d) New Policy re: Committee Requests

Ms. Patti explained that this new form would allow the District to distinguish whether the information requested by a committee is intended to facilitate and advance the work of that committee of whether it is in fact a Right-to-Know request. She said that the policy is provided in the packet. Mr. Panuczak suggested naming the document Committee/Board Member Document Request Form.

Ms. Patti made a motion to amend the procedure that is contained in the packet by adding the name Committee/Board Member Document Request Form to the form and to make that the District official procedure and form. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

Ms. Patti asked if the form could be available electronically. Ms. Smith said that it is possible and she can also have it in PDF for those who want to still print and fill it out.

e) Water Meter Refunds for properties that changed hands

Ms. Patti said that the letter that will accompany the refund checks was in the packet. Ms. Smith spoke about the letter and that its language was approved by Counsel. Ms. Patti noted that the Commission had already voted to issue refunds for the meters with the exception of those properties that changed hands since the meter has been purchased.

Ms. Patti made a motion to refund the cost of meters that were purchased for the new construction properties that have changed hands (total of four properties). Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

f) Water Meter Installation – issues re: potential refunds

Ms. Smith spoke about her dealing with a homeowner who requested such a refund but was not able to provide adequate paperwork proving that it was for the meter installation. She said that unless the

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District could received something more detailed, they are not really open to exploring that avenue at the moment. There was consensus among the Commissioners to support that.

g) Municipal Bond procedures, post-issuance compliance

Ms. Patti said that the Municipal Bond Procedures are post issuance compliance procedures that the Bond Counsel for the District drafted to assist the District in securing the $264,000 Pegwood Water Project Bond. She said that the District needs to designate a coordinator and asked Mr. Beard if he would agree to be one. He agreed. It was agreed to identify the coordinator as the General Manager in the paperwork.

Mr. Spinney moved to adopt the Post-Issuance Tax Compliance Policies and Procedures and Exhibits with the addition of the General Manager as the Coordinator. Mr. Panuczak duly seconded. Motion passed by a 3:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye, Mr. Panuczak – aye.

h) Setting Annual Meeting date for 2024

The item was tabled until October 24th meeting to allow staff communicate with Campton and Thornton on when their Town Meetings are.

VOLUNTEERS NEEDED – ADA Accessibility Committee

Ms. Patti reiterated the need for volunteers for the ADA Accessibility Committee and invited people to join.

Next Meetings:

Tuesday, October 24, 2023 @ 10 a.m. which will include a review of previously sealed Non-Public session minutes.

TWO (2) PUBLIC HEARINGS Wednesday, 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

- Nancy Seward, via Zoom, clarified that the WEA Board had already approved the expenditures for the well testing and they are waiting for the invoices to be submitted so that they could cover them. She also said that the WEA Board had voted to expend up to $100,000

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for snowmaking capabilities on the mountain and related infrastructure improvements, and Mr. Beard can proceed with placing the orders for the equipment.

- Harry Bertino, 27 Condo Road, spoke about the definition in the Water Ordinance that was referring to ASHAE 62.2 standard and asked that the Commission include that standard into the Water Ordinance so that the people know how they are being billed. He also asked that if a homeowner in the District would like to have an actual ASHRAE 62.2 evaluation done, the District would provide that.

Ms. Patti and Ms. Smith explained to Mr. Bertino that the Commissioners decided that a separate tab will be created on the District website where all the citations and references from the Water Ordinance will be located as links or embedded documents.

- Mr. Bertino reiterated that the definition of occupancy in the Water Ordinance is based on ASHRAE 62.2, which is number of bedrooms plus one, but then also it notes that unless the actual number of occupants is known. He concluded that for everyone to pay their fair share, the District should determine the actual number of occupants for every home.

There was further back and forth about where the references from the Water Ordinance are going to be.

Adjourn Meeting

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

Meeting adjourned at 7:26 PM.

Prepared by Alvina Snegach

Attachments:

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EXPENDITURE DETAIL BY ACCOUNT

Fund: VILLAGE DISTRICT FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: - Expenditures

Account #	Account Title	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
01 - VILLAGE DISTRICT FUND							
4130 - GENERAL GOVERNMENT: EXECUTIVE							
01.4130.001.110	EXEC - GENERAL MANAGER	86,625.00	71,277.54	71,277.54	0.00	15,347.46	82.28
01.4130.001.111	EXEC - ASSISTANT GENERAL MANAGER	80,880.00	47,892.51	47,892.51	0.00	32,987.49	59.21
01.4130.001.112	EXEC - MUNICIPAL ASSISTANT	54,809.00	20,245.99	20,245.99	0.00	34,563.01	36.94
01.4130.001.113	EXEC - ADMINISTRATIVE ASSISTANT	15,190.00	37,946.68	37,946.68	0.00	(22,756.68)	249.81
01.4130.001.114	EXEC - BONUSES	12,000.00	0.00	0.00	0.00	12,000.00	0.00
01.4130.001.115	EXEC - COMMISSIONERS STIPEND AND EXPENSES	6,180.00	50.00	50.00	0.00	6,130.00	0.81
01.4130.001.116	EXEC - PAYROLL EXPENSE	1,666.00	0.00	0.00	0.00	1,666.00	0.00
01.4130.001.210	EXEC - HEALTH INSURANCE	55,782.00	39,793.41	39,793.41	0.00	15,988.59	71.34
01.4130.001.211	EXEC - DENTAL INSURANCE	1,991.00	1,457.18	1,457.18	0.00	533.82	73.19
01.4130.001.220	EXEC - PAYROLL TAX EXPENSE	19,665.00	14,268.23	14,268.23	0.00	5,396.77	72.56
01.4130.001.230	EXEC - RETIREMENT	33,168.00	22,292.23	22,292.23	0.00	10,875.77	67.21
01.4130.001.260	EXEC - WORKERS' COMPENSATION	33,000.00	22,846.40	22,846.40	0.00	10,153.60	69.23
01.4130.001.291	EXEC - TRAVEL REIMBURSEMENTS	824.00	310.17	310.17	0.00	513.83	37.64
01.4130.002.240	EXEC - EDUCATION	38,462.00	99.47	99.47	0.00	38,362.53	0.26
01.4130.002.261	EXEC - PROPERTY & LIABILITY INSRANCE	23,000.00	41,574.00	41,574.00	0.00	(18,574.00)	180.76
01.4130.002.301	EXEC - ACCOUNT & AUDTING	20,000.00	17,125.00	17,125.00	0.00	2,875.00	85.63
01.4130.002.305	EXEC - ADVERTISING	9,000.00	1,276.88	1,276.88	0.00	7,723.12	14.19
01.4130.002.320	EXEC - LICENSES & FEES	0.00	15,444.78	15,444.78	0.00	(15,444.78)	0.00
01.4130.002.322	EXEC - ANNUAL MEETING	7,000.00	7,183.06	7,183.06	0.00	(183.06)	102.62
01.4130.002.323	EXEC - LEGAL SERVICES	50,000.00	12,536.50	12,536.50	0.00	37,463.50	25.07
01.4130.002.325	EXEC - INTEREST & LATE FEES	900.00	264.64	264.64	0.00	635.36	29.40
01.4130.002.342	EXEC - COMPUTER SERVICES	15,000.00	22,809.12	22,809.12	0.00	(7,809.12)	152.06
01.4130.002.343	EXEC - WEBSITE MAINTENANCE	3,308.00	1,157.55	1,157.55	0.00	2,150.45	34.99
01.4130.002.350	EXEC - TELEPHONE & INTERNET	2,627.00	1,612.27	1,612.27	0.00	1,014.73	61.37
01.4130.002.351	EXEC - CELL PHONES	2,340.00	4,638.15	4,638.15	0.00	(2,298.15)	198.21
01.4130.002.390	EXEC - CONSULTING	21,000.00	41,861.54	41,861.54	0.00	(20,861.54)	199.34
01.4130.002.393	EXEC - DOCUMENT RETENTION	3,361.00	120.00	120.00	0.00	3,241.00	3.57
01.4130.002.609	EXEC - UNIFORMS	1,545.00	1,411.50	1,411.50	0.00	133.50	91.36
01.4130.002.610	EXEC - OFFICE SUPPLIES	4,880.00	3,778.98	3,778.98	0.00	1,101.02	77.44
01.4130.002.620	EXEC - MISCELLANEOUS EXPENSSE	5,000.00	566.97	566.97	0.00	4,433.03	11.34
01.4130.002.625	EXEC - POSTAGE	2,000.00	499.92	499.92	0.00	1,500.08	25.00
4130 - GENERAL GOVERNMENT: EXECUTIVE		**611,203.00**	**452,340.67**	**452,340.67**	**0.00**	**158,862.33**	**74.01**
4299 - OTHER PUBLIC SAFETY							
01.4299.001.640	PS - GENERATOR MAINTENANCE	0.00	2,003.75	2,003.75	0.00	(2,003.75)	0.00
01.4299.001.812	PSAFE - ALARM - SECURITY	8,638.00	7,566.31	7,566.31	0.00	1,071.69	87.59
01.4299.001.813	PSAFE - ALARM - FIRE & WATER	4,937.00	5,641.47	5,641.47	0.00	(704.47)	114.27
4299 - OTHER PUBLIC SAFETY		**13,575.00**	**15,211.53**	**15,211.53**	**0.00**	**(1,636.53)**	**112.06**

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Account #	Account Title	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
4312 - HIGHWAY AND STREETS							
01.4312.001.110	HWY - WAGES - ROAD	73,430.00	61,881.11	61,881.11	0.00	11,548.89	84.27
01.4312.001.112	HWY - WAGES - PLOWING	15,042.00	17,648.70	17,648.70	0.00	(2,606.70)	117.33
01.4312.001.210	HWY - HEALTH INSURANCE	19,418.00	11,866.58	11,866.58	0.00	7,551.42	61.11
01.4312.001.211	HWY - DENTAL INSURANCE	790.00	450.07	450.07	0.00	339.93	56.97
01.4312.001.220	HWY - PAYROLL TAX EXPENSE	6,932.00	6,415.56	6,415.56	0.00	516.44	92.55
01.4312.001.230	HWY - RETIREMENT	13,347.00	11,324.37	11,324.37	0.00	2,022.63	84.85
01.4312.001.390	HWY - CONSULTING	10,000.00	5,700.00	5,700.00	0.00	4,300.00	57.00
01.4312.002.240	HWY - EDUCATION	1,000.00	0.00	0.00	0.00	1,000.00	0.00
01.4312.002.291	HWY - TRAVEL	515.00	41.16	41.16	0.00	473.84	7.99
01.4312.002.350	HWY - TELEPHONE & INTERNET	1,692.00	1,981.08	1,981.08	0.00	(289.08)	117.09
01.4312.002.351	HWY - CELL PHONES	1,728.00	713.24	713.24	0.00	1,014.76	41.28
01.4312.002.390	HWY - SUBCONTRACTORS	7,500.00	6,887.50	6,887.50	0.00	612.50	91.83
01.4312.002.609	HIGHWAY - DEPT UNIFORMS	0.00	279.95	279.95	0.00	(279.95)	0.00
01.4312.002.610	HWY - SHOP SUPPLIES	3,000.00	2,135.75	2,135.75	0.00	864.25	71.19
01.4312.002.611	HWY - SMALL TOOLS	2,224.00	1,972.62	1,972.62	0.00	251.38	88.70
01.4312.002.612	HWY - LARGE TOOLS	2,000.00	1,912.94	1,912.94	0.00	87.06	95.65
01.4312.002.613	HWY - MATERIALS & SUPPLIES	7,000.00	2,537.08	2,537.08	0.00	4,462.92	36.24
01.4312.002.614	HWY - CALCIUM/MAGNESIUM CHLORIDE	3,000.00	0.00	0.00	0.00	3,000.00	0.00
01.4312.002.816	HWY - COLD PATDH	4,000.00	0.00	0.00	0.00	4,000.00	0.00
01.4312.002.817	HWY - MOWING & SWEEPING	10,000.00	3,802.50	3,802.50	0.00	6,197.50	38.03
01.4312.002.818	HWY - CULVERT REPAIRS	3,000.00	175.00	175.00	0.00	2,825.00	5.83
01.4312.002.819	HWY - ROAD SAND & SALT	20,000.00	15,225.98	15,225.98	0.00	4,774.02	76.13
01.4312.002.820	HWY - EQUIPMENT RENTAL	2,000.00	0.00	0.00	0.00	2,000.00	0.00
01.4312.002.821	HWY - EQUIPMENT REPAIR	5,000.00	2,823.06	2,823.06	0.00	2,176.94	56.46
01.4312.002.822	HWY - PROJECTS	8,000.00	136.20	136.20	0.00	7,863.80	1.70
01.4312.002.823	HWY - DIESEL	15,000.00	10,063.62	10,063.62	0.00	4,936.38	67.09
01.4312.002.824	HWY - EQUIPMENT MAINTNANCE	3,000.00	2,584.15	2,584.15	0.00	415.85	86.14
01.4312.002.825	HWY - OIL & FILTERS	3,000.00	339.13	339.13	0.00	2,660.87	11.30
01.4312.002.826	HWY - VEHICLE MAINTENANCE	13,000.00	29,336.64	29,336.64	0.00	(16,336.64)	225.67
01.4312.002.827	HWY - GRADING	10,500.00	7,778.70	7,778.70	0.00	2,721.30	74.08
01.4312.002.828	HWY - BODY MAINTENANCE	2,000.00	494.60	494.60	0.00	1,505.40	24.73
01.4312.002.829	HWY - EQUIPMENT REPAIRS	5,000.00	0.00	0.00	0.00	5,000.00	0.00
01.4312.003.340	HWY - ELECTRIC	3,000.00	1,982.02	1,982.02	0.00	1,017.98	66.07
01.4312.003.341	HWY - HEAT	11,000.00	1,530.62	1,530.62	0.00	9,469.38	13.91
4312 - HIGHWAY AND STREETS		**286,118.00**	**210,019.93**	**210,019.93**	**0.00**	**76,098.07**	**73.40**
4314 - BUILDING & GROUNDS							
01.4314.001.110	B&G- WAGES - BUILDING	159,644.00	137,370.65	137,370.65	0.00	22,273.35	86.05
01.4314.001.111	B&G - WAGES - CLEANING	90,549.00	62,975.83	62,975.83	0.00	27,573.17	69.55

EXPENDITURE DETAIL BY ACCOUNT

Fund: VILLAGE DISTRICT FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: - Expenditures

Account #	Account Title	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
01.4314.001.112	B&G - WAGES - GROUNDS	2,340.00	325.60	325.60	0.00	2,014.40	13.91
01.4314.001.113	B&G - WAGES - LIFT MAINTENANCE	13,350.00	5,414.08	5,414.08	0.00	7,935.92	40.55
01.4314.001.210	B&G - HEALTH INSURANCE	72,494.00	48,545.10	48,545.10	0.00	23,948.90	66.96
01.4314.001.211	B&G - DENTAL INSURANCE	3,002.00	1,975.05	1,975.05	0.00	1,026.95	65.79
01.4314.001.220	B&G - PAYROLL TAX EXPENSE	21,141.00	15,564.28	15,564.28	0.00	5,576.72	73.62
01.4314.001.230	B&G - RETIREMENT	33,838.00	25,827.53	25,827.53	0.00	8,010.47	76.33
01.4314.002.240	B&G - EDUCATION	2,500.00	1,514.83	1,514.83	0.00	985.17	60.59
01.4314.002.291	B&G - TRAVEL	258.00	88.78	88.78	0.00	169.22	34.41
01.4314.002.351	B&G - CELL PHONES	0.00	375.00	375.00	0.00	(375.00)	0.00
01.4314.003.340	B&G - ELECTRIC	60,000.00	42,321.85	42,321.85	0.00	17,678.15	70.54
01.4314.003.341	B&G - HEAT	50,000.00	35,801.93	35,801.93	0.00	14,198.07	71.60
01.4314.003.346	B&G - WATER	5,000.00	2,883.25	2,883.25	0.00	2,116.75	57.67
01.4314.003.609	B&G - DEPT UNIFORMS	0.00	1,443.69	1,443.69	0.00	(1,443.69)	0.00
01.4314.003.610	B&G - MAINTENANCE SUPPLIES	2,000.00	1,454.97	1,454.97	0.00	545.03	72.75
01.4314.003.611	B&G - SMALL TOOLS	5,000.00	3,460.97	3,460.97	0.00	1,539.03	69.22
01.4314.003.612	B&G - LARGE TOOLS	2,000.00	459.99	459.99	0.00	1,540.01	23.00
01.4314.003.613	B&G - GROUNDS REPAIRS & MAINTENANCE	5,000.00	2,512.88	2,512.88	0.00	2,487.12	50.26
01.4314.003.614	B&G - CLEANING SUPPLIES	6,000.00	2,769.53	2,769.53	0.00	3,230.47	46.16
01.4314.003.615	B&G - SUPPLIES	1,030.00	470.99	470.99	0.00	559.01	45.73
01.4314.003.616	B&G - TRASH REMOVAL	9,500.00	10,664.60	10,664.60	0.00	(1,164.60)	112.26
01.4314.003.617	B&G - LANDSCAPING	8,000.00	7,840.19	7,840.19	0.00	159.81	98.00
01.4314.003.630	B&G - BUILDING REPAIRS	40,000.00	36,747.96	36,747.96	0.00	3,252.04	91.87
01.4314.003.632	B&G - OUTDOOR LIGHTING	6,000.00	1,628.83	1,628.83	0.00	4,371.17	27.15
01.4314.003.640	B&G - CARPET CLEANING	2,000.00	0.00	0.00	0.00	2,000.00	0.00
01.4314.003.662	B&G - SKI AREA REPAIRS	10,800.00	11,174.04	11,174.04	0.00	(374.04)	103.46
01.4314.003.822	B&G - DAM INSPECTION	1,000.00	0.00	0.00	0.00	1,000.00	0.00
01.4314.003.823	B&G - FUEL	3,000.00	3,627.58	3,627.58	0.00	(627.58)	120.92
01.4314.003.824	B&G - POWER TOOL EQUIPMENT REPAIRS	100.00	274.78	274.78	0.00	(174.78)	274.78
01.4314.003.826	B&G - VEHICLE MAINTENANCE	0.00	17,782.45	17,782.45	0.00	(17,782.45)	0.00
01.4314.003.827	B&G - EQUIPMENT REPAIRS	0.00	843.60	843.60	0.00	(843.60)	0.00
4314 - BUILDING & GROUNDS		**615,546.00**	**484,140.81**	**484,140.81**	**0.00**	**131,405.19**	**78.65**
4520 - PARKS AND RECREATION							
01.4520.002.320	REC - LICENSES & FEES	13,383.00	4,552.13	4,552.13	0.00	8,830.87	34.01
01.4520.002.325	REC - FINANCE CHARGES	8,600.00	0.00	0.00	0.00	8,600.00	0.00
01.4520.002.342	REC - COMPUTER SUPPORT	13,000.00	2,637.66	2,637.66	0.00	10,362.34	20.29
01.4520.002.343	REC - WEBSITE HOSTING	0.00	486.00	486.00	0.00	(486.00)	0.00
01.4520.002.344	REC - INTERENET	2,300.00	2,195.88	2,195.88	0.00	104.12	95.47
01.4520.002.345	REC - CABLE	1,350.00	2,234.91	2,234.91	0.00	(884.91)	165.55
01.4520.002.350	REC - TELEPHONE	5,600.00	454.84	454.84	0.00	5,145.16	8.12

EXPENDITURE DETAIL BY ACCOUNT

Fund: VILLAGE DISTRICT FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: - Expenditures

Account #	Account Title	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
01.4520.002.351	REC - CELL PHONE	1,350.00	99.96	99.96	0.00	1,250.04	7.40
01.4520.002.610	REC - OFFICE SUPPLIES	3,600.00	236.10	236.10	0.00	3,363.90	6.56
01.4520.002.618	REC - COPIER LEASE	1,400.00	1,124.25	1,124.25	0.00	275.75	80.30
01.4520.002.625	REC - POSTAGE	450.00	424.42	424.42	0.00	25.58	94.32
01.4520.002.670	REC - DUES & SUBSCRIPTIONS	10,983.00	0.00	0.00	0.00	10,983.00	0.00
01.4520.002.814	REC - CRIMINAL RECORDS	100.00	175.00	175.00	0.00	(75.00)	175.00
01.4520.003.619	REC - PEST CONTROL	10,000.00	7,556.00	7,556.00	0.00	2,444.00	75.56
01.4520.003.620	REC - MISC EXPENSES	2,350.00	905.53	905.53	0.00	1,444.47	38.53
01.4520.003.622	REC - EQUPMENT RENTAL	1,000.00	0.00	0.00	0.00	1,000.00	0.00
01.4520.003.660	REC - EQUIPMENT REPAIRS	10,000.00	1,330.78	1,330.78	0.00	8,669.22	13.31
01.4520.003.661	REC - KITCHEN EQUIPMENT REPAIRS	2,000.00	4,004.67	4,004.67	0.00	(2,004.67)	200.23
01.4520.003.821	REC - GYM EQUIPMENT INSPECTION	2,500.00	325.00	325.00	0.00	2,175.00	13.00
4520 - PARKS AND RECREATION		**89,966.00**	**28,743.13**	**28,743.13**	**0.00**	**61,222.87**	**31.95**
4521 - FRONT DESK							
01.4521.001.110	FD - WAGES - FRONT DESK	100,023.00	72,509.96	72,509.96	0.00	27,513.04	72.49
01.4521.001.210	FD - HEALTH INSURANCE	25,891.00	18,339.42	18,339.42	0.00	7,551.58	70.83
01.4521.001.211	FD - DENTAL INSURANCE	1,053.00	745.13	745.13	0.00	307.87	70.76
01.4521.001.220	FD - PAYROLL TAX EXPENSE	8,234.00	3,507.28	3,507.28	0.00	4,726.72	42.60
01.4521.001.230	FD - RETIREMENT	11,147.00	5,040.55	5,040.55	0.00	6,106.45	45.22
01.4521.002.350	FD - TELEPHONE/CELL PHONE	600.00	458.76	458.76	0.00	141.24	76.46
01.4521.003.240	FD - EDUCATION	2,600.00	0.00	0.00	0.00	2,600.00	0.00
01.4521.003.291	FD - TRAVEL	50.00	0.00	0.00	0.00	50.00	0.00
01.4521.003.610	FD - SUPPLIES	500.00	1,499.82	1,499.82	0.00	(999.82)	299.96
01.4521.003.620	FD - EXPENSES	2,600.00	0.00	0.00	0.00	2,600.00	0.00
01.4521.003.814	FD - CROMINAL RECORDS	75.00	25.00	25.00	0.00	50.00	33.33
4521 - FRONT DESK		**152,773.00**	**102,125.92**	**102,125.92**	**0.00**	**50,647.08**	**66.85**
4522 - SKI AREA							
01.4522.001.113	SKI - WAGES - CLEANING	0.00	560.41	560.41	0.00	(560.41)	0.00
01.4522.002.340	SKI - ELECTRIC	30,000.00	18,902.94	18,902.94	0.00	11,097.06	63.01
01.4522.002.341	SKI - BUILDING HEAT	6,000.00	4,320.59	4,320.59	0.00	1,679.41	72.01
01.4522.002.345	SKI - CABLE, INTERNET & PHONE	6,000.00	980.47	980.47	0.00	5,019.53	16.34
4522 - SKI AREA		**42,000.00**	**24,764.41**	**24,764.41**	**0.00**	**17,235.59**	**58.96**
4524 - POOL							
01.4524.003.618	POOL - POOL CHEMICALS & SUPPLIES	18,000.00	21,995.77	21,995.77	0.00	(3,995.77)	122.20
01.4524.003.631	POOL - POOL REPAIRS & MAINTENANCE	16,000.00	11,441.58	11,441.58	0.00	4,558.42	71.51
01.4524.003.820	POOL - POOL & SPA INSPECTIONS	1,000.00	0.00	0.00	0.00	1,000.00	0.00
4524 - POOL		**35,000.00**	**33,437.35**	**33,437.35**	**0.00**	**1,562.65**	**95.54**

EXPENDITURE DETAIL BY ACCOUNT

Fund: VILLAGE DISTRICT FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: - Expenditures

Account #	Account Title	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
4525 - FOOD, BEVERAGE AND FUNCTION							
01.4525.001.110	FBF - WAGES - ADMIN	39,296.00	36,870.45	36,870.45	0.00	2,425.55	93.83
01.4525.001.210	FBF - HEALTH INSURANCE	10,903.00	8,630.24	8,630.24	0.00	2,272.76	79.15
01.4525.001.211	FBF - DENTAL INSURANCE	527.00	690.88	690.88	0.00	(163.88)	131.10
01.4525.001.220	FBF - PAYROLL TAX EXPENSE	0.00	3,250.56	3,250.56	0.00	(3,250.56)	0.00
01.4525.001.230	FBF - RETIREMENT	5,419.00	5,934.38	5,934.38	0.00	(515.38)	109.51
01.4525.003.351	FBF - CELL PHONE	300.00	200.00	200.00	0.00	100.00	66.67
4525 - FOOD, BEVERAGE AND FUNCTION		**56,445.00**	**55,576.51**	**55,576.51**	**0.00**	**868.49**	**98.46**
4711 - DEBIT SERVICE: PRINCIPAL - LONG-TERM BONDS AND NOTES							
01.4711.000.001	DEBT - PRINCIPAL LOAN PAYMENTS	40,000.00	40,000.00	40,000.00	0.00	0.00	100.00
01.4711.000.002	PRINCILE PAYMENTS - BACKHOE	19,615.00	19,615.00	19,615.00	0.00	0.00	100.00
4711 - DEBIT SERVICE: PRINCIPAL - LONG-TERM BONDS AND NOTES		**59,615.00**	**59,615.00**	**59,615.00**	**0.00**	**0.00**	**100.00**
4721 - INTEREST - LONG-TERM BONDS AND NOTES							
01.4721.000.001	DEBT - INTEREST LOAN PAYMENTS	5,980.00	4,757.78	4,757.78	0.00	1,222.22	79.56
01.4721.000.002	INTEREST PAYMENT - BACKHOE	1,813.00	1,812.68	1,812.68	0.00	0.32	99.98
4721 - INTEREST - LONG-TERM BONDS AND NOTES		**7,793.00**	**6,570.46**	**6,570.46**	**0.00**	**1,222.54**	**84.31**
4902 - MACHINERY, VEHICLES AND EQUIPMENT							
01.4902.023.002	CAP - HVAC REPAIRS	0.00	(1.94)	(1.94)	0.00	1.94	0.00
01.4902.023.008	CAP - CAT WALKS NON LAPSING 2025	0.00	129.00	129.00	0.00	(129.00)	0.00
4902 - MACHINERY, VEHICLES AND EQUIPMENT		**0.00**	**127.06**	**127.06**	**0.00**	**(127.06)**	**0.00**
4903 - BUILDINGS							
01.4903.021.002	BASKET BALL/TENNIS COURTS	0.00	102,519.83	102,519.83	0.00	(102,519.83)	0.00
01.4903.021.005	ROADS WA #5 2021	25,000.00	0.00	0.00	0.00	25,000.00	0.00
01.4903.021.008	CAT WALKS	28,222.65	50.39	50.39	0.00	28,172.26	0.18
01.4903.021.009	HVAC WA #9 2021	44,156.48	39,633.01	39,633.01	0.00	4,523.47	89.76
01.4903.021.011	AIR WA #11 2021	18,773.50	0.00	0.00	0.00	18,773.50	0.00
01.4903.022.001	DOOR REPLACEMENT	0.00	(0.50)	(0.50)	0.00	0.50	0.00
01.4903.022.004	HVAC REPAIRS	97,976.35	54,009.21	54,009.21	0.00	43,967.14	55.12
01.4903.022.005	DOOR REPLACEMENT	1,919.00	10,094.35	10,094.35	0.00	(8,175.35)	526.02
01.4903.022.006	ADA ACCESS	11,387.96	3,780.00	3,780.00	0.00	7,607.96	33.19
01.4903.023.005	PAVING WA 5	150,000.00	0.00	0.00	0.00	150,000.00	0.00
01.4903.023.006	IMPROVEMENTS WA 6	58,600.00	37,558.24	37,558.24	0.00	21,041.76	64.09
01.4903.023.007	BACK UP GENERATOR WA 7	7,000.00	6,749.19	6,749.19	0.00	250.81	96.42
01.4903.023.008	BUILDING IMPROVEMENTS WA 8	29,000.00	6,314.12	6,314.12	0.00	22,685.88	21.77
4903 - BUILDINGS		**472,035.94**	**260,707.84**	**260,707.84**	**0.00**	**211,328.10**	**55.23**
01 - VILLAGE DISTRICT FUND		**2,442,069.94**	**1,733,380.62**	**1,733,380.62**	**0.00**	**708,689.32**	**70.98**
		2,442,069.94	**1,733,380.62**	**1,733,380.62**	**0.00**	**708,689.32**	**70.98**

EXPENDITURE DETAIL BY ACCOUNT

Fund: WATER FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: - Expenditures

Account #	Account Title	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
02 - WATER FUND							
4331 - WATER DISTRIBUTION AND TREATMENT: ADMINISTRATION							
02.4331.520.110	WTR - WAGES	87,260.00	53,205.96	53,205.96	0.00	34,054.04	60.97
02.4331.520.210	WTR - HEALTH INSURANCE	19,418.00	3,280.22	3,280.22	0.00	16,137.78	16.89
02.4331.520.211	WTR - DENTAL INSURANCE	790.00	131.68	131.68	0.00	658.32	16.67
02.4331.520.220	WTR - PAYROLL TAXES	6,821.00	3,189.65	3,189.65	0.00	3,631.35	46.76
02.4331.520.230	WTR - RETIREMENT	12,038.00	6,124.10	6,124.10	0.00	5,913.90	50.87
02.4331.520.305	WTR - ADVERTISING	0.00	60.00	60.00	0.00	(60.00)	0.00
02.4331.520.320	WTR - LICENSES AND FEEES	10,000.00	1,415.18	1,415.18	0.00	8,584.82	14.15
02.4331.520.321	WTR - BAD DEBTS	0.00	593.60	593.60	0.00	(593.60)	0.00
02.4331.520.323	WTR - LEGAL EXPENSES	5,000.00	10,776.81	10,776.81	0.00	(5,776.81)	215.54
02.4331.520.340	WTR - ELECTRICITY	110,000.00	74,127.00	74,127.00	0.00	35,873.00	67.39
02.4331.520.350	WTR - TELEPHONE	0.00	739.08	739.08	0.00	(739.08)	0.00
02.4331.520.351	WTR - CELL PHONE	0.00	538.24	538.24	0.00	(538.24)	0.00
02.4331.520.390	WTR - CONSULTING	10,300.00	0.00	0.00	0.00	10,300.00	0.00
02.4331.520.610	WTR - OFFICE SUPPLIES	9,500.00	7,802.06	7,802.06	0.00	1,697.94	82.13
02.4331.520.611	WTR - TOOLS	2,000.00	0.00	0.00	0.00	2,000.00	0.00
02.4331.520.618	WTR - COPIER LEASE	0.00	1,255.58	1,255.58	0.00	(1,255.58)	0.00
02.4331.520.620	WTR - MISCELLANEOUS EXPENSE	500.00	460.45	460.45	0.00	39.55	92.09
02.4331.520.625	WTR - POSTAGE	1,000.00	1,328.95	1,328.95	0.00	(328.95)	132.90
02.4331.520.640	WTR - GENERATOR MAINTENANCE	9,000.00	6,011.25	6,011.25	0.00	2,988.75	66.79
02.4331.520.641	WTR - SYSTEM REPAIRS	110,000.00	54,779.38	54,779.38	0.00	55,220.62	49.80
02.4331.520.670	WTR - SUBSCRIPTION & DUES	9,500.00	298.00	298.00	0.00	9,202.00	3.14
02.4331.520.816	WTR - FEES	1,000.00	1,415.39	1,415.39	0.00	(415.39)	141.54
02.4331.520.822	WTR - PROJECTS	1,030.00	448.96	448.96	0.00	581.04	43.59
02.4331.520.860	WTR - WATER TESTING	8,000.00	707.00	707.00	0.00	7,293.00	8.84
02.4331.520.861	WTR - LEAK REPAIRS	15,000.00	28,240.50	28,240.50	0.00	(13,240.50)	188.27
02.4331.520.862	WTR - ENGINEERING	30,000.00	480.00	480.00	0.00	29,520.00	1.60
02.4331.520.863	WTR - EQUIPMENT RENTAL	1,500.00	210.28	210.28	0.00	1,289.72	14.02
02.4331.520.864	WTR - TELEMETRY	7,000.00	2,633.23	2,633.23	0.00	4,366.77	37.62
02.4331.520.865	WTR - CHEMICALS	13,000.00	5,125.85	5,125.85	0.00	7,874.15	39.43
4331 - WATER DISTRIBUTION AND TREATMENT: ADMINISTRATION		**479,657.00**	**265,378.40**	**265,378.40**	**0.00**	**214,278.60**	**55.33**
4903 - BUILDINGS							
02.4903.023.002	WATER MAIN - W A 2 2023	262,000.00	70,000.00	70,000.00	0.00	192,000.00	26.72
02.4903.490.002	CAP - PUMP HOUSE PAINTING	2,500.00	0.00	0.00	0.00	2,500.00	0.00
02.4903.490.004	CAP - WATER METER UPGRADES	140,000.00	10,117.36	10,117.36	0.00	129,882.64	7.23
02.4903.490.005	CAP - COMPUTER SOFTWARE UPDATES	25,000.00	12,995.50	12,995.50	0.00	12,004.50	51.98
02.4903.490.008	CAP - SKI BOWL BUILDING REPAIRS	1,200.00	8.50	8.50	0.00	1,191.50	0.71

EXPENDITURE DETAIL BY ACCOUNT

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02.4903.490.011	CAP - PUMP PHASE REPLACEMENT	20,000.00	0.00	0.00	0.00	20,000.00	0.00
4903 - BUILDINGS		**450,700.00**	**93,121.36**	**93,121.36**	**0.00**	**357,578.64**	**20.66**
02 - WATER FUND		**930,357.00**	**358,499.76**	**358,499.76**	**0.00**	**571,857.24**	**38.53**
		930,357.00	**358,499.76**	**358,499.76**	**0.00**	**571,857.24**	**38.53**

EXPENDITURE DETAIL BY ACCOUNT

Fund: RECREATION FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: - Expenditures

Account #	Account Title	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
03 - RECREATION FUND							
4520 - PARKS AND RECREATION							
03.4520.000.320	REC - LICENSES & FEES	0.00	5,101.47	5,101.47	0.00	(5,101.47)	0.00
03.4520.000.324	REC - CREDIT CARD FEES	0.00	9,166.62	9,166.62	0.00	(9,166.62)	0.00
03.4520.000.690	REC - MISC. EXPENSES	0.00	1,537.90	1,537.90	0.00	(1,537.90)	0.00
03.4520.001.210	LNG - HEALTH INSURANCE	5,825.00	9,709.02	9,709.02	0.00	(3,884.02)	166.68
03.4520.001.211	LNG - DENTAL INSURANCE	211.00	447.21	447.21	0.00	(236.21)	211.95
03.4520.001.350	FD - TELEPHONE	0.00	622.58	622.58	0.00	(622.58)	0.00
03.4520.001.610	FD - CLEANING SUPPLIES	0.00	367.62	367.62	0.00	(367.62)	0.00
03.4520.002.800	LNG - ROOMS & MEALS TAX	30,315.00	0.00	0.00	0.00	30,315.00	0.00
4520 - PARKS AND RECREATION		**36,351.00**	**26,952.42**	**26,952.42**	**0.00**	**9,398.58**	**74.14**
4522 - SKI AREA							
03.4522.002.110	SKI - WAGES - SKI LIFT MANAGER	0.00	649.59	649.59	0.00	(649.59)	0.00
03.4522.002.111	SKI - BARTENDER WAGES	18,142.00	6,411.19	6,411.19	0.00	11,730.81	35.34
03.4522.002.112	SKI - COOK WAGES	58,393.00	16,813.43	16,813.43	0.00	41,579.57	28.79
03.4522.002.113	SKI - LIFT & PATROLL WAGES	17,910.00	13,143.26	13,143.26	0.00	4,766.74	73.39
03.4522.002.114	SKI - GROOMING WAGES	4,860.00	300.00	300.00	0.00	4,560.00	6.17
03.4522.002.220	SKI - PAYROLL TAXES	8,507.00	4,891.56	4,891.56	0.00	3,615.44	57.50
03.4522.002.230	SKI - RETIREMENT	4,732.00	1,933.83	1,933.83	0.00	2,798.17	40.87
03.4522.002.291	SKI - TRAVEL	100.00	0.00	0.00	0.00	100.00	0.00
03.4522.002.609	SKI - UNIFORMS	1,000.00	0.00	0.00	0.00	1,000.00	0.00
03.4522.002.610	SKI - BAR SUPPLIES	1,500.00	1,603.61	1,603.61	0.00	(103.61)	106.91
03.4522.002.814	SKI - CRIMINAL RECORDS	200.00	100.00	100.00	0.00	100.00	50.00
03.4522.003.343	SKI - WEB HOSTING	1,200.00	0.00	0.00	0.00	1,200.00	0.00
03.4522.003.411	SKI - DIESEL	3,000.00	0.00	0.00	0.00	3,000.00	0.00
03.4522.003.491	SKI - TRASH REMOVAL	3,000.00	149.50	149.50	0.00	2,850.50	4.98
03.4522.003.609	SKI - LIFT UNIFORMS	1,000.00	0.00	0.00	0.00	1,000.00	0.00
03.4522.003.610	SKI - CLEANING SUPPLIES	1,000.00	133.45	133.45	0.00	866.55	13.35
03.4522.003.612	SKI - KITCHEN SUPPLIES	3,600.00	7,283.17	7,283.17	0.00	(3,683.17)	202.31
03.4522.003.660	SKI - SNOWMOBILE MAINTENANCE	500.00	0.00	0.00	0.00	500.00	0.00
03.4522.003.690	SKI - MISCELLANEOUS EXPENSE	6,500.00	907.44	907.44	0.00	5,592.56	13.96
03.4522.003.700	SKI - EVENT EXPENSES	3,000.00	0.00	0.00	0.00	3,000.00	0.00
03.4522.003.851	SKI - INSPECTIONS	10,000.00	1,737.60	1,737.60	0.00	8,262.40	17.38
4522 - SKI AREA		**148,144.00**	**56,057.63**	**56,057.63**	**0.00**	**92,086.37**	**37.84**
4523 - LOUNGE							
03.4523.001.112	LNG - WAGES - BARTENDERS	19,132.00	5,908.52	5,908.52	0.00	13,223.48	30.88
03.4523.001.115	SUMMER REC PERSON	0.00	719.98	719.98	0.00	(719.98)	0.00
03.4523.001.117	LNG - WAGES - KITCHEN	56,622.00	28,741.27	28,741.27	0.00	27,880.73	50.76
03.4523.001.118	LNG - CASUAL LABOR	500.00	422.60	422.60	0.00	77.40	84.52

EXPENDITURE DETAIL BY ACCOUNT

Fund: RECREATION FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: - Expenditures

Account #	Account Title	Total Budget	PTD Expended	YTD Expended	Encumbered	Available	% Exp.
03.4523.001.220	LNG - PAYROLL TAXES	7,618.00	6,942.56	6,942.56	0.00	675.44	91.13
03.4523.001.230	LNG - RETIREMENT	4,020.00	6,799.56	6,799.56	0.00	(2,779.56)	169.14
03.4523.001.240	LNG - EMPLOYEE EDUCATION	1,000.00	358.00	358.00	0.00	642.00	35.80
03.4523.001.291	LNG - TRAVEL	525.00	20.92	20.92	0.00	504.08	3.98
03.4523.001.351	LNG - CELL PHONE	300.00	250.00	250.00	0.00	50.00	83.33
03.4523.001.814	LNG - CRIMINAL RECORDS	200.00	25.00	25.00	0.00	175.00	12.50
03.4523.001.815	LNG - CASH OVER/SHORT	0.00	495.05	495.05	0.00	(495.05)	0.00
03.4523.002.610	LNG - BAR SUPPLIES	3,000.00	2,599.16	2,599.16	0.00	400.84	86.64
03.4523.002.611	LNG - KITCHEN SUPPLIES	2,000.00	3,722.48	3,722.48	0.00	(1,722.48)	186.12
03.4523.002.612	LNG - LOUNGE SUPPLIES	1,500.00	397.81	397.81	0.00	1,102.19	26.52
03.4523.002.613	LNG - LAUNDRY	2,000.00	72.51	72.51	0.00	1,927.49	3.63
03.4523.002.614	LNG - WASTE REMOVAL	5,000.00	278.09	278.09	0.00	4,721.91	5.56
03.4523.002.660	LNG - EQUIPMENT MAINTENANCE	2,000.00	0.00	0.00	0.00	2,000.00	0.00
03.4523.003.111	LNG - WAGES - EVENT STAFF	0.00	3,003.65	3,003.65	0.00	(3,003.65)	0.00
03.4523.003.611	LNG - ENTERTAINMENT	15,000.00	15,475.00	15,475.00	0.00	(475.00)	103.17
03.4523.003.612	LNG - EVENT EXPENSES	11,000.00	7,590.22	7,590.22	0.00	3,409.78	69.00
4523 - LOUNGE		**131,417.00**	**83,822.38**	**83,822.38**	**0.00**	**47,594.62**	**63.78**
4524 - POOL							
03.4524.001.610	REC - FRONT DESK REC SUPPLIES	0.00	147.10	147.10	0.00	(147.10)	0.00
03.4524.002.610	SUPPLIES	0.00	271.62	271.62	0.00	(271.62)	0.00
4524 - POOL		**0.00**	**418.72**	**418.72**	**0.00**	**(418.72)**	**0.00**
4525 - FOOD, BEVERAGE AND FUNCTION							
03.4525.001.220	FBF - PAYROLL TAXES	3,549.00	0.00	0.00	0.00	3,549.00	0.00
03.4525.001.343	FBF - WEB HOSTING	200.00	0.00	0.00	0.00	200.00	0.00
03.4525.001.610	FBF - CATERING & FUNCTION STAFF	44,305.00	1,155.36	1,155.36	0.00	43,149.64	2.61
03.4525.001.820	FBF - WEDDING COMMISSIONS	3,384.00	0.00	0.00	0.00	3,384.00	0.00
03.4525.001.821	FBF - CATERING VENDORS	25,000.00	0.00	0.00	0.00	25,000.00	0.00
03.4525.001.822	FBF - WEDDING COORDINATOR ALLOWANCE	1,000.00	0.00	0.00	0.00	1,000.00	0.00
03.4525.004.305	FBF - ADVERTISEMENT	12,000.00	4,207.14	4,207.14	0.00	7,792.86	35.06
03.4525.004.610	FBF - CATERING & FUNCTION EXPENSES	13,000.00	1,460.96	1,460.96	0.00	11,539.04	11.24
03.4525.004.613	FBF - CATERING AND EVENTS	0.00	3,385.21	3,385.21	0.00	(3,385.21)	0.00
4525 - FOOD, BEVERAGE AND FUNCTION		**102,438.00**	**10,208.67**	**10,208.67**	**0.00**	**92,229.33**	**9.97**
03 - RECREATION FUND		**418,350.00**	**177,459.82**	**177,459.82**	**0.00**	**240,890.18**	**42.42**
		418,350.00	**177,459.82**	**177,459.82**	**0.00**	**240,890.18**	**42.42**

REVENUE DETAIL BY ACCOUNT

Fund: VILLAGE DISTRICT FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
01 - VILLAGE DISTRICT FUND							
3110 - PROPERTY TAX REVENUE							
01.3110.001.000	TX - TOWN OF CAMPTON TAX REVENUE	1,233,397.00	1,229,625.00	1,229,625.00	3,772.00	99.69	0.00
01.3110.001.002	TX - TOWN OF CAMPTON INTEREST	6,000.00	1,899.55	1,899.55	4,100.45	31.66	0.00
01.3110.002.000	TX - TOWN OF THORNTON TAX REVENUE	390,229.00	390,209.00	390,209.00	20.00	99.99	0.00
01.3110.002.002	TX - TOWN OF THORNTON INTEREST	1,500.00	1,145.06	1,145.06	354.94	76.34	0.00
3110 - PROPERTY TAX REVENUE		**1,631,126.00**	**1,622,878.61**	**1,622,878.61**	**8,247.39**	**99.49**	**0.00**
3501 - SALES OF MUNICIPAL PROPERTY							
01.3501.000.001	SALE OF DISTRICT PROPERTY	0.00	500.00	500.00	(500.00)	0.00	0.00
3501 - SALES OF MUNICIPAL PROPERTY		**0.00**	**500.00**	**500.00**	**(500.00)**	**0.00**	**0.00**
3502 - INTEREST ON INVESTMENTS							
01.3502.000.000	INT - NORTHWAY INTEREST INCOME	15.00	18.04	18.04	(3.04)	120.27	0.00
01.3502.001.000	INT - MEREDITH INTEREST INCOME	1,000.00	775.06	775.06	224.94	77.51	0.00
01.3502.002.000	INTEREST INCOME - BANK OF NH	0.00	2,267.03	2,267.03	(2,267.03)	0.00	0.00
3502 - INTEREST ON INVESTMENTS		**1,015.00**	**3,060.13**	**3,060.13**	**(2,045.13)**	**301.49**	**0.00**
3503 - INCOME FOR SERVICES							
01.3503.000.001	INC - WEA INCOME	1.00	0.00	0.00	1.00	0.00	0.00
01.3503.000.002	INC - RMA INCOME	400,000.00	300,000.00	300,000.00	100,000.00	75.00	0.00
01.3503.000.003	[IA] INC -CIF CONTRIBUTIONS	100.00	0.00	0.00	100.00	0.00	0.00
01.3503.000.005	SALE OF SCRAP METAL	0.00	1,579.77	1,579.77	(1,579.77)	0.00	0.00
01.3503.001.000	INC - MISCELLANEOUS INCOME	200.00	1,675.88	1,675.88	(1,475.88)	837.94	0.00
3503 - INCOME FOR SERVICES		**400,301.00**	**303,255.65**	**303,255.65**	**97,045.35**	**75.76**	**0.00**
01 - VILLAGE DISTRICT FUND		**2,032,442.00**	**1,929,694.39**	**1,929,694.39**	**102,747.61**	**94.94**	**0.00**
		2,032,442.00	**1,929,694.39**	**1,929,694.39**	**102,747.61**	**94.94**	**0.00**

REVENUE DETAIL BY ACCOUNT

Fund: WATER FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
02 - WATER FUND							
3401 - INCOME FROM DEPARTMENTS							
02.3401.520.001	REV - WATER FEES	647,208.00	621,297.70	621,297.70	25,910.30	96.00	0.00
02.3401.520.002	RETURNED CHECK FEES	0.00	20.00	20.00	(20.00)	0.00	0.00
02.3401.520.003	REV - METER INCOME	40,000.00	584.00	584.00	39,416.00	1.46	0.00
02.3401.520.004	REV - FINANCE CHARGES	500.00	2,005.22	2,005.22	(1,505.22)	401.04	0.00
3401 - INCOME FROM DEPARTMENTS		**687,708.00**	**623,906.92**	**623,906.92**	**63,801.08**	**90.72**	**0.00**
3402 - WATER SUPPLY SYSTEMS CHARGES							
02.3402.520.001	WTR - CONNECT/DISCONNECT FEES	10,000.00	11,625.00	11,625.00	(1,625.00)	116.25	0.00
3402 - WATER SUPPLY SYSTEMS CHARGES		**10,000.00**	**11,625.00**	**11,625.00**	**(1,625.00)**	**116.25**	**0.00**
3502 - INTEREST ON INVESTMENTS							
02.3502.520.001	INT - INTEREST INCOME	12.00	1,548.48	1,548.48	(1,536.48)	999.99	0.00
02.3502.520.002	INT - MISCELLANEOUS INCOME	0.00	43.55	43.55	(43.55)	0.00	0.00
3502 - INTEREST ON INVESTMENTS		**12.00**	**1,592.03**	**1,592.03**	**(1,580.03)**	**266.92**	**0.00**
3934 - PROCEEDS FROM LONG-TERM NOTES AND GENERAL OBLIGATION							
02.3934.000.023	PROCEEDS FROM NH MUNICIPAL BOND BANK	0.00	262,000.00	262,000.00	(262,000.00)	0.00	0.00
3934 - PROCEEDS FROM LONG-TERM NOTES AND GENERAL OBLIGATION E		**0.00**	**262,000.00**	**262,000.00**	**(262,000.00)**	**0.00**	**0.00**
02 - WATER FUND		**697,720.00**	**899,123.95**	**899,123.95**	**(201,403.95)**	**128.87**	**0.00**
		697,720.00	**899,123.95**	**899,123.95**	**(201,403.95)**	**128.87**	**0.00**

REVENUE DETAIL BY ACCOUNT

Fund: RECREATION FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
03 - RECREATION FUND							
3400 -							
03.3400.000.001	DAY PASSES	26,000.00	37,664.49	37,664.49	(11,664.49)	144.86	0.00
03.3400.000.002	ROOMS & MEALS DISCOUNT	0.00	259.93	259.93	(259.93)	0.00	0.00
03.3400.000.003	WEA FUNDING	50,000.00	50,000.00	50,000.00	0.00	100.00	0.00
03.3400.000.004	CONVIENCE FEE INCOME	0.00	1,791.83	1,791.83	(1,791.83)	0.00	0.00
3400 -		**76,000.00**	**89,716.25**	**89,716.25**	**(13,716.25)**	**118.05**	**0.00**
3401 - INCOME FROM DEPARTMENTS							
03.3401.000.001	REV - VENDING - GAMES	400.00	1,460.25	1,460.25	(1,060.25)	365.06	0.00
03.3401.000.002	REV - VENDING - SODA	1,090.00	350.50	350.50	739.50	32.16	0.00
03.3401.000.003	REV - VENDING - SNACKS	50.00	108.75	108.75	(58.75)	217.50	0.00
03.3401.000.004	REV - MERCHANDISE INCOME	5,000.00	3,466.99	3,466.99	1,533.01	69.34	0.00
03.3401.000.006	REV - MISCELLANEOUS INCOME	30.00	5,153.51	5,153.51	(5,123.51)	999.99	0.00
03.3401.001.001	LNG - NON-ALOCHOLIC BEVERAGES	4,000.00	7,038.60	7,038.60	(3,038.60)	175.97	0.00
03.3401.001.002	LNG - FOOD	40,900.00	37,589.38	37,589.38	3,310.62	91.91	0.00
03.3401.001.003	LNG - LIQUOR	43,000.00	39,498.85	39,498.85	3,501.15	91.86	0.00
03.3401.001.004	LNG - BEER	33,000.00	42,635.79	42,635.79	(9,635.79)	129.20	0.00
03.3401.001.005	LNG - WINE	5,200.00	5,755.42	5,755.42	(555.42)	110.68	0.00
03.3401.002.002	SKI - SKI TICKETS	29,000.00	12,958.00	12,958.00	16,042.00	44.68	0.00
03.3401.002.004	SKI - FOOD	40,000.00	35,684.06	35,684.06	4,315.94	89.21	0.00
03.3401.002.005	SKI - NON-ALOCHOLIC BEVERAGES	650.00	2,069.54	2,069.54	(1,419.54)	318.39	0.00
03.3401.002.006	SKI - LIQUOR	15,100.00	19,419.91	19,419.91	(4,319.91)	128.61	0.00
03.3401.002.007	SKI - BEER	19,400.00	25,677.86	25,677.86	(6,277.86)	132.36	0.00
03.3401.002.008	SKI - WINE	4,200.00	6,216.06	6,216.06	(2,016.06)	148.00	0.00
03.3401.003.001	EVNT - EVENTS	35,010.00	18,586.22	18,586.22	16,423.78	53.09	0.00
03.3401.003.002	EVNT - ROOM RENTALS	19,000.00	0.00	0.00	19,000.00	0.00	0.00
03.3401.003.003	EVNT - WINE	12,000.00	0.00	0.00	12,000.00	0.00	0.00
03.3401.003.004	EVNT - FOOD	70,000.00	0.00	0.00	70,000.00	0.00	0.00
03.3401.003.005	EVNT - NON-ALCOHOL BEVERAGES	200.00	0.00	0.00	200.00	0.00	0.00
03.3401.003.006	EVENTS - LIQUOR	18,000.00	0.00	0.00	18,000.00	0.00	0.00
03.3401.003.007	EVENTS - BEER	15,000.00	0.00	0.00	15,000.00	0.00	0.00
3401 - INCOME FROM DEPARTMENTS		**410,230.00**	**263,669.69**	**263,669.69**	**146,560.31**	**64.27**	**0.00**
3409 - COST OF GOODS							
03.3409.001.002	COG - FOOD	30,000.00	(35,139.56)	(35,139.56)	65,139.56	(117.13)	0.00
03.3409.001.003	COG - GENERAL MERCHANDISE	1,000.00	(8,054.09)	(8,054.09)	9,054.09	(805.41)	0.00
03.3409.001.005	COG - NON-ALOCHOLIC BEVERAGES	500.00	(8,794.34)	(8,794.34)	9,294.34	(999.99)	0.00
03.3409.001.006	COG - LIQUOR	12,000.00	(20,550.32)	(20,550.32)	32,550.32	(171.25)	0.00
03.3409.001.007	COG - BEER	17,000.00	(17,767.83)	(17,767.83)	34,767.83	(104.52)	0.00
03.3409.001.008	COG - WINE	3,500.00	(8,151.33)	(8,151.33)	11,651.33	(232.90)	0.00

REVENUE DETAIL BY ACCOUNT

Fund: RECREATION FUND Periods: 2023-01 thru 2023-10 [83.33% of Year] Include: Revenues -

Account #	Account Title	Est. Revenue	PTD Rev.	YTD Rev.	Uncollected	% Coll.	Prior YTD Rev.
03.3409.001.010	COG - BAR SUPPLIES	4,500.00	(2,847.98)	(2,847.98)	7,347.98	(63.29)	0.00
03.3409.001.011	COMPED FOOD	2,500.00	(12.87)	(12.87)	2,512.87	(0.51)	0.00
03.3409.002.002	COGS - SKI TICKETS	2,000.00	0.00	0.00	2,000.00	0.00	0.00
03.3409.002.004	COG - FOOD	0.00	(229.63)	(229.63)	229.63	0.00	0.00
03.3409.002.610	COG - BAR SUPPLIES	0.00	(44.61)	(44.61)	44.61	0.00	0.00
03.3409.003.001	COGS - EVENTS	29,100.00	(97.89)	(97.89)	29,197.89	(0.34)	0.00
03.3409.005.005	COGS - NON-ALCOHOL BEBERAGES	3,800.00	0.00	0.00	3,800.00	0.00	0.00
3409 - COST OF GOODS		**105,900.00**	**(101,690.45)**	**(101,690.45)**	**207,590.45**	**(96.02)**	**0.00**
3502 - INTEREST ON INVESTMENTS							
03.3502.000.001	INT - INTEREST INCOME	8.00	11.21	11.21	(3.21)	140.13	0.00
3502 - INTEREST ON INVESTMENTS		**8.00**	**11.21**	**11.21**	**(3.21)**	**140.13**	**0.00**
03 - RECREATION FUND		**592,138.00**	**251,706.70**	**251,706.70**	**340,431.30**	**42.51**	**0.00**
		592,138.00	**251,706.70**	**251,706.70**	**340,431.30**	**42.51**	**0.00**

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WEVD 2023 Meeting Draft Minutes
October 24, 2023 – 10:00 AM

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 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 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.

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- Upcoming Halloween events.
- 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 also asked Mr. Spinney to discuss the surface treatment options during the next Outdoor Committee meeting given that the installer provided a 25 year warranty and there was an issue with he sap from those trees.

Mr. Panuczak asked Mr. Beard to look into filing with the State of NH for 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 also ask how that filing may affect the District's status when it comes to the overall number of people it employs to keep 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.

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CONSENT CALENDAR

a) Manifests

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

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WEVD 2023 Public Hearing Draft Minutes
October 25, 2023 – 6:00 PM

Attendees: Commissioners Maureen Patti and David Spinney. General Manager Ron Beard and Water Department Administrator Allison Smith.

Members of the public: Harry Bertino, Stanley Bujalski.

Members excused: None

Attendees via Zoom:

Call to order: Commission Patti called the meeting to order at 6:00 PM. She noted that a quorum of the Commissioners is present.

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

Roll Call of Commissioners: Ms. Patti and Mr. Spinney were present in.

HEARING 1: To amend the WEVD Community Water System Ordinance title, sections 7, 32, and appendix.

Ms. Patti opened the public hearing at 6:00 PM.

Ms. Patti explained the changes that are being made to the ordinance as follows:

1. The first change involves modifying the title of the ordinance. The current title includes the term "Community water system," and the proposed change is to eliminate this term, resulting in a new title: "Waterville Estates Village District water ordinance."

2. The second change pertains to a specific section of the ordinance, namely, "page nine section 7 A1." The proposed modification for this section is to insert the following language: "and qualified to do business as set forth in paragraph C above."

3. The third change relates to the title page of the appendices. The goal is to ensure that the title page of the appendices aligns with the revised title of the ordinance.

These changes aim to bring the ordinance into conformity and address previous oversights, with a specific focus on the title, a section within the ordinance, and the title page of the appendices.

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Ms. Smith added that the public hearing notice was advertised as if there is a correction to Section 32 of the ordinance, which now should be applied to Section 31 due to a prior section's deletion. This was acknowledged as an error and is included in a list of items that will be addressed at a future public hearing for which it will be noticed correctly.
Ms. Patti opened the floor to the public. There were nobody willing to address the Commission in public, on Zoom, by phone, or by email.
Mr. Spinney made a motion to close the public hearing at 6:05 PM. Ms. Patti duly seconded and motion carried with a 2:0 roll call vote in favor. Ms. Patti – aye, Mr. Spinney – aye.

Ms. Patti made a motion to amend the WEVD Water Ordinance in the manner depicted in the handout: the Title Page with the Table of Contents, page 9, and Title Page to the Appendices. Mr. Spinney duly seconded. Motion carried with a 2:0 roll call vote. Ms. Patti – aye. Mr. Spinney – aye.

Ms. Patti said that section 31 will be dealt with in the future.

HEARING 2: To set water rates for the 2024 fiscal year
Ms. Patti opened the public hearing at 6:07 PM.
Ms. Smith explained the numbers in the handout for proposed rates for the hearing. The proposed Water Department budget is $586,238, and after factoring in the 3% non-collection rate, it amounts to $603,825 that needs to be raised. This translates to the projected rates of $181.66/availability and $221.20/occupant.
The budget is broken down by billing groups for undeveloped lots, residential units ranging from one to six bedrooms, with no seven-bedroom units, the Community Center, Shop, and Ski Area and rates are shown for all categories. There is a table comparing the current rates with previous ones, showing a slight increase since May due to a surplus commitment, but overall, rates are projected to decrease slightly.

Additionally, Ms. Smith answered questions about undeveloped lot rates decreasing from $187 to $181 for the year, with a first billing of $90.
Mr. Spinney talked about the Budget Advisory Committee's discussion of the Water Department budget which they reduced by about $60,000. He asked Ms. Smith if her numbers included the payments for the Pegwood Road Waterline project bond, and she said that two payments were included. The estimated total for both payments in the first year is under $30,000.

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Ms. Patti said that even with the bond payments included in the 2024 budget, it is still lower than what had been budgeted for 2023. Ms. Smith noted that the bond payments will become smaller each year. Commissioners spoke about the budgeting process and this budget in particular and how the District is in much better shape this year. Ms. Patti also noted that this budget for 2024 does not cover as much funding for capital preservation and system maintenance projects as was allocated in 2023.

Mr. Beard spoke about the Pegwood project which faced challenges when they hit unexpected ledge. They have already removed around 400 cubic feet of rock from a 40-foot wide trench and are still blasting to clear the way. The project, which needs to reach 3,300 feet, will likely extend into 2024 due to these unforeseen difficulties. The additional work has led to a cost overrun of about $116,000 beyond the original contract. To address this cost overrun, the Water Department is thinking to allocate some funds from the budget intended for the Vault project which involves constructing vaults that hold meters for tracking water usage. These vaults are essential for monitoring and locating leaks in the system, and the budget aims to replenish this line item with $50,000 to complete this project.

Ms. Patti opened the floor to the public hearing at 6:14 PM.

- Harry Bertino: Noted that if Section 31 of the Water Ordinance will be amended at a future public hearing that the Commission adds another hearing to it about adding ASHAE 62 standard language about occupancy.
- He also asked when the payments will start with this new rate as the hearing is noticed for 2024 fiscal year.

Ms. Patti said that the District starts billing for 2024 in November of 2023.

- Mr. Bertino reiterated his request for an additional hearing to add ASHRAE 62 standard to the Ordinance so that t the billing be done on the actual number of occupants as ASHRAE 62 requires and not the imaginary number of occupants. He explained that asking the homeowner about actual number of residents will help get the billing more accurate. He asked if anyone has made an attempt to find out the difference between the imaginary and actual number of occupants.

Ms. Patti said that it has been clearly described in the Ordinance what formula is used and it is number of bedrooms bedroom plus one. She also noted that there is no such reference that she has ever heard of as imaginary occupants.

There was back and forth between Mr. Bertino and Ms. Patti about imaginary and actual occupants.

- Mr. Bertino also noted that originally the District was going to do a census before the amendment of the Ordinance and said that it was not done.

There was nobody else to address the Commission in public, via Zoom, by email or by phone.

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Ms. Patti made a motion to close the public hearing at 6:21 PM. Mr. Spinney duly seconded. Motion carried with a 2:0 roll call vote. Ms. Patti – aye. Mr. Spinney – aye

- Mr. Bertino spoke about the fact that bedrooms are being assigned two people, so that would identify that this is not based on bedrooms but it is based on the number of occupants, imaginary occupants in some cases, because a two bedroom is only being charged for three occupants.

Ms. Patti made a motion that the Village District adopt the proposed rates included in the handout called "Proposed Rates for Hearing – 10/25/2023" for the first (November) billing for the 2024 billing cycle. Mr. Spinney duly seconded. Motion carried with a 2:0 roll call vote. Ms. Patti – aye. Mr. Spinney – aye

Public Comment Period
There was none.

Adjourn Meeting
Ms. Patti made a motion to adjourn the meeting. Mr. Spinney duly seconded. Motion carried by a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Meeting adjourned at 6:23 PM.

Prepared by Alvina Snegach

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Waterville Estates
Village District

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GM Report November 8, 2023

1. Still making progress with snowmaking at the mountain. Well company coming this week to install a well pump. I have ordered the booster pump shed and should arrive in a couple of weeks. This Saturday the electrical conduit will be installed. I have met with a water tank rental company and we will be renting a 21,000 gallon tank for 3 months.
2. The pine trees that were adversely affecting the new court surface have been removed.
3. The pegwood water line project is progressing slowly as they have had to blast more ledge.

Check Manifest - by Payee

Date: 11/03/2023 **Batch ID:** 92 **BANK OF NH - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**11/03/2023**	**80**	**AFLAC**			
	811974		11/01/2023	425.96	0.00	425.96
	01.2020.000.008 / AFLAC PAYABLE				425.96	
				Total Check #:	**0**	**425.96**
0	**11/03/2023**	**150**	**ALVINA SNEGACH**			
	MEETING MINUTES 10-24-		10/24/2023	112.50	0.00	112.50
	01.4130.002.390 / EXEC - CONSULTING				112.50	
	MEETING MINUTES 10-25-2		10/25/2023	25.00	0.00	25.00
	01.4130.002.390 / EXEC - CONSULTING				25.00	
				Total Check #:	**0**	**137.50**
0	**11/03/2023**	**220**	**AMERIGAS**			
	3156411249		10/24/2023	463.16	0.00	463.16
	01.4522.002.341 / SKI - BUILDING HEAT				463.16	
				Total Check #:	**0**	**463.16**
0	**11/03/2023**	**550**	**BELKNAP TIRE & AUTO REPAIR, LLC**			
	289670		10/16/2023	2,172.00	0.00	2,172.00
	01.4314.003.826 / B&G - VEHICLE MAINTENANCE				2,172.00	
	289672		10/16/2023	3,842.40	0.00	3,842.40
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE				3,842.40	
				Total Check #:	**0**	**6,014.40**
0	**11/03/2023**	**4490**	**CARDMEMBER SERVICE**			
	384		10/27/2023	88.00	0.00	88.00
	01.4130.002.625 / EXEC - POSTAGE				44.00	
	01.4520.002.625 / REC - POSTAGE				44.00	
	608		10/20/2023	17.45	0.00	17.45
	01.4130.002.625 / EXEC - POSTAGE				17.45	
				Total Check #:	**0**	**105.45**

Check Manifest - by Payee

Date: 11/03/2023 **Batch ID:** 92 **BANK OF NH - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**11/03/2023**	**4440**	**CARDMEMBER SERVICES**			
	111-6921461-8673829		10/30/2023	84.99	0.00	84.99
	01.4314.003.826 / B&G - VEHICLE MAINTENANCE				84.99	
	113-1133848-5405031		10/26/2023	43.80	0.00	43.80
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES				43.80	
	113-4052294-4907416		10/23/2023	28.99	0.00	28.99
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES				28.99	
	113-5107898-2915413		10/31/2023	43.94	0.00	43.94
	01.4314.003.611 / B&G - SMALL TOOLS				43.94	
	114-3473406-0837863		10/24/2023	73.00	0.00	73.00
	01.4521.003.620 / FD - EXPENSES				73.00	
				Total Check #:	**0**	**274.72**
0	**11/03/2023**	**9650**	**CHUCK ALAIMO**			
	11-4-23 ENTERTAINMENT		10/25/2023	450.00	0.00	450.00
	03.4522.003.611 / SKI - ENTERTAINMENT				450.00	
				Total Check #:	**0**	**450.00**
0	**11/03/2023**	**810**	**C M WHITCHER RUBBISH REMOVAL LLC**			
	101191		11/01/2023	1,001.00	0.00	1,001.00
	01.4314.003.616 / B&G - TRASH REMOVAL				1,001.00	
				Total Check #:	**0**	**1,001.00**
0	**11/03/2023**	**7060**	**COCA COLA BOTTLING COMPANY**			
	38262833002		10/27/2023	483.79	0.00	483.79
	03.3409.001.005 / COG - NON-ALOCHOLIC BEVERAGES				483.79	
				Total Check #:	**0**	**483.79**
0	**11/03/2023**	**1270**	**CONSOLIDATED COMMUNICATION**			
	113295354210 10-18-23		10/18/2023	129.47	0.00	129.47
	01.4299.001.812 / PSAFE - ALARM - SECURITY				129.47	

Check Manifest - by Payee

Date: 11/03/2023 **Batch ID:** 92 **BANK OF NH - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				Total Check #:	**0**	**129.47**
0	**11/03/2023**	**1330**	**CONSOLIDATED COMMUNICATIONS**			
	6034019573983 10-21-23		10/21/2023	121.00	0.00	121.00
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER				121.00	
				Total Check #:	**0**	**121.00**
0	**11/03/2023**	**1290**	**CONSOLIDATED COMMUNICATIONS**			
	6034061840317 10-24-23		10/24/2023	121.00	0.00	121.00
	01.4299.001.812 / PSAFE - ALARM - SECURITY				121.00	
				Total Check #:	**0**	**121.00**
0	**11/03/2023**	**1300**	**CONSOLIDATED COMMUNICATIONS**			
	6034062057157 10-24-23		10/24/2023	3.60	0.00	3.60
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER				3.60	
				Total Check #:	**0**	**3.60**
0	**11/03/2023**	**1360**	**CONSOLIDATED COMMUNICATIONS**			
	113298733142 10-18-23		10/18/2023	121.96	0.00	121.96
	01.4299.001.813 / PSAFE - ALARM - FIRE & WATER				121.96	
				Total Check #:	**0**	**121.96**
0	**11/03/2023**	**1730**	**DUBOIS & KING, INC.**			
	1023227		10/27/2023	980.00	0.00	980.00
	01.4312.001.390 / HWY - CONSULTING				980.00	
				Total Check #:	**0**	**980.00**
0	**11/03/2023**	**1770**	**EASTERN MINERALS, INC.**			
	INV059672		10/20/2023	1,871.24	0.00	1,871.24
	01.4312.002.819 / HWY - ROAD SAND & SALT				1,871.24	
				Total Check #:	**0**	**1,871.24**

Check Manifest - by Payee

Date: 11/03/2023 **Batch ID:** 92 **BANK OF NH - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**11/03/2023**	**9617**	**FIRST BANK -0904 CS**			
	7469852		10/26/2023	115.60	0.00	115.60
	01.4130.002.610 / EXEC - OFFICE SUPPLIES				57.80	
	01.4520.002.610 / REC - OFFICE SUPPLIES				57.80	
				Total Check #:	**0**	**115.60**
0	**11/03/2023**	**2630**	**HEALTH TRUST**			
	82495		10/05/2023	279.33	0.00	279.33
	01.2020.000.010 / FLEX SPENDING WITHHELD				268.33	
	01.4130.001.210 / EXEC - HEALTH INSURANCE				11.00	
				Total Check #:	**0**	**279.33**
0	**11/03/2023**	**2650**	**HEARTLINE FITNESS SYSTEMS**			
	157248		10/18/2023	325.00	0.00	325.00
	01.4520.003.821 / REC - GYM EQUIPMENT INSPECTION				325.00	
				Total Check #:	**0**	**325.00**
0	**11/03/2023**	**3420**	**LOUIE VALENTE**			
	680177		10/25/2023	462.90	0.00	462.90
	01.4520.003.661 / REC - KITCHEN EQUIPMENT REPAIRS				462.90	
				Total Check #:	**0**	**462.90**
0	**11/03/2023**	**4820**	**PERFORMANCE FOOD GROUP**			
	7235342		3/10/2023	-116.25	0.00	-116.25
	03.3409.001.002 / COG - FOOD				-116.25	
	CREDIT ADJUSTMENT / RETURN FOOD					
	7446091		10/19/2023	2,050.29	0.00	2,050.29
	03.3409.001.002 / COG - FOOD				1,269.71	
	03.3409.002.610 / COG - BAR SUPPLIES				154.00	
	03.4522.003.612 / SKI - KITCHEN SUPPLIES				358.27	
	03.4522.003.610 / SKI - CLEANING SUPPLIES				268.31	
	7451917		10/26/2023	1,284.14	0.00	1,284.14
	03.3409.001.002 / COG - FOOD				1,284.14	

Check Manifest - by Payee

Date: 11/03/2023 **Batch ID:** 92 **BANK OF NH - DISTRICT**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				Total Check #:	**0**	**3,218.18**
0	**11/03/2023**	**9560**	**SHAWN PALCHAT**			
	36351		10/23/2023	87.25	0.00	87.25
	01.4314.003.614 / B&G - CLEANING SUPPLIES				87.25	
				Total Check #:	**0**	**87.25**
0	**11/03/2023**	**6100**	**TRACY DUFFY**			
	022212		10/20/2023	56.94	0.00	56.94
	03.3409.001.002 / COG - FOOD				45.41	
	03.3409.002.610 / COG - BAR SUPPLIES				11.53	
	041975		10/26/2023	55.95	0.00	55.95
	03.3409.001.002 / COG - FOOD				55.95	
				Total Check #:	**0**	**112.89**
0	**11/03/2023**	**9649**	**TREASURER STATE OF NH**			
	00464187		10/18/2023	200.00	0.00	200.00
	01.4314.003.821 / B&G - STATE INSPECTIONS				200.00	
				Total Check #:	**0**	**200.00**
0	**11/03/2023**	**9653**	**TREASURE, STATE OF NH**			
	DAM24448		10/27/2023	800.00	0.00	800.00
	01.4314.003.822 / B&G - DAM INSPECTION				800.00	
				Total Check #:	**0**	**800.00**
0	**11/03/2023**	**6190**	**UNIFIRST CORPORATION**			
	1070269644		10/19/2023	93.26	0.00	93.26
	03.4523.002.611 / LNG - KITCHEN SUPPLIES				93.26	
	1070271461		10/26/2023	110.66	0.00	110.66
	03.4523.002.611 / LNG - KITCHEN SUPPLIES				110.66	
				Total Check #:	**0**	**203.92**

Check Manifest - by Payee

Date: 11/03/2023 **Batch ID:** 92 **BANK OF NH - DISTRICT**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
11/03/2023	**Check Manifest**	**Batch:**	**92**	**Chk Count:**	**26**	**Total Amnt:**	**18,509.32**

— Subtotals by Fund —

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	14,040.54
03	RECREATION FUND	4,468.78

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 11/02/2023 **Batch ID:** 93 **BANK OF NH - WATER**

Check Number	Check Date	Vendor ID	Payee			
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
0	**11/02/2023**	**8990**	**BADGER METER**			
	80139738		10/27/2023	47.53	0.00	47.53
	02.4903.490.004 / CAP - WATER METER UPGRADES				47.53	
				Total Check #:	**0**	**47.53**
0	**11/02/2023**	**4440**	**CARDMEMBER SERVICES**			
	7469852-W		10/26/2023	57.79	0.00	57.79
	02.4331.520.610 / WTR - OFFICE SUPPLIES				57.79	
				Total Check #:	**0**	**57.79**
0	**11/02/2023**	**9651**	**EDSON VICENTE**			
	REFUND OF CREDIT		10/26/2023	5.19	0.00	5.19
	02.1150.000.003 / A/R - NEW BILLING SYSTEM				5.19	
				Total Check #:	**0**	**5.19**
0	**11/02/2023**	**9652**	**GRAFTON COUNTY REGISTRY OF DEEDS**			
	RELEASE OF LEINS		10/25/2023	34.00	0.00	34.00
	02.4331.520.323 / WTR - LEGAL EXPENSES				34.00	
				Total Check #:	**0**	**34.00**
0	**11/02/2023**	**9625**	**SALMON PRESS**			
	575167		10/12/2023	40.00	0.00	40.00
	02.4331.520.305 / WTR - ADVERTISING				40.00	
				Total Check #:	**0**	**40.00**
0	**11/02/2023**	**9550**	**STEVE BAERT - E**			
	0094927		11/01/2023	40.10	0.00	40.10
	02.4331.520.823 / WTR - VEHICLE FUEL				40.10	
				Total Check #:	**0**	**40.10**
0	**11/02/2023**	**9490**	**TREASURER, STATE OF NH**			
	196279		10/13/2023	350.00	0.00	350.00

Check Manifest - by Payee

Date: 11/02/2023 **Batch ID:** 93 **BANK OF NH - WATER**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid	
		02.4331.520.860 / WTR - WATER TESTING				350.00	
				Total Check #:	**0**		**350.00**

Check Manifest - by Payee

Date: 11/02/2023 **Batch ID:** 93 **BANK OF NH - WATER**

Check Number	Check Date	Vendor ID	Payee				
	Invoice #	PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
11/02/2023	**Check Manifest**	**Batch:**	**93**	**Chk Count:**	**7**	**Total Amnt:**	**574.61**

--- Subtotals by Fund ---

Fund	Description	Amount
02	WATER FUND	574.61

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

Campton Mountain draft proposal
10-30-23

Hello Gerry and Nancy,

It was so nice to meet your team today and discuss the engaging possibilities for Campton Mountain in the coming years. We love hearing the ideas from a dedicated group and feel that EVP could be a good fit to help you with your marketing outreach.

The following is a draft outline of possible ways EVP could assist in the coming months and years with a comprehensive plan and implementation.

Overall

- EVP would provide sound marketing counsel to Campton Mountain for best practices and would be tasked with keeping the marketing train on the track. We see this as a team approach with much of the day to day being handled by the members on site, with EVP oversight. We see EVP as a sounding board for ideas, channeling the best for implementation.

Brand

- The first steps would be to do a brand discovery. Here we pull all of the brand identity and talking points together, so all team members are on the same page. This material is used to develop messaging content for outreach going forward.

Social Media

- Assess the state of social presence (which platforms are developed or need to be developed).
- Create a social media calendar. This determines topics, platforms to distribute to and post dates.
- From the calendar the team can divide and conquer and create a steady flow of posts.

Collateral Assets

- EVP would develop an engaging, simple to navigate and with strong SEO website. Website would include an e-commerce component to allow for online ticket sales.
- Brochure/POP display. We would assess and produce take away pieces as needed for printed material.

Digital advertising

- EVP would create, informed by the brand discovery, collateral for digital ads on Facebook, Google Display or YouTube.
- EVP would create a buy plan for ad flights, implement the buy and track the progress and effectiveness of the ads.

Photography and Video

- At various intervals EVP would provide video and photography services to build the library and assist in the social posts.

Public Relations

- EVP would create a press release and distribute to local and regional publications. Date would be determined when there is a critical mass of information about expansion progress and schedule for the upcoming season.

Cost and term:

We would see this initial agreement running from November 1, 2023 to March 31, 2024. Then we would assess effectiveness and talk about the future. Costs for EVP would be a contract rate of $4,500.

The cost of social advertising, website hosting, collateral printing and all other 3rd party costs would be the responsibility of Campton Mountain. Expenses incurred through EVP's existing accounts would be billed back at cost.

Conclusion

EVP is excited to help raise awareness for Campton Mountain. Being local and a neighbor, it is exciting to push the possibilities and put the mountain and restaurant on the map.

Proposed motions for November 8, 2023:

1. **Agenda Item # 5 a, Adoption of minutes –**
   Proposed Amendments to minutes of October 12, 2023:

    1. Correct formatting in Header
    2. Page 2, line 63 – modify sentence to read as follows: "There was another discussion that the District gravel wells rely on the dam at the base of Routes 175 & 49 and, if the dam was to come out, there is even more reason to find an alternate water source."
    3. Page 3, line 71 – insert after 'improvements' the following: "in a public hearing"
    4. Page 5, line 169 – correct typo "Patti"
    5. Page 7, line 240 – add "another" in front of 'up to'

2. **Agenda Item # 5 b, Adoption of Minutes –**
   Proposed Amendments to draft minutes of October 24, 2023:

    1. Page 2, line 49 – insert "water system" in front of 'communications'
    2. Page 2, line 54 – insert after 'Commissioners' the following: "and Water & Roads Committee"
    3. Page 4, line 126 – replace sentence as follows: "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."
    4. Page 5, line 130 – insert after 'of NH for' the following: "WEVD to be a designated **S**easonal **E**mployer"
    5. Page 5, line 132 – delete 'also' AND insert after 'status' the following: "in terms of some federal labor law" AND delete 'overall'
    6. Page 5, line 133 – delete 'to keep' substitute "and whether"

3. **Agenda Item # 5 c, Adoption of Minutes –**
   Proposed Amendments to draft minutes of October 25, 2023:

    1. Page 1, line11 – insert "unidentified"
    2. Page 1, line 18 – insert at the end of the sentence "the Summit Lounge."
    3. Page 3, line 83 – insert after '…system, and the" the following "2024"
    4. Page 3, line 88 – after 'public hearing' delete 'that' and insert "and requested" AND after 'another' insert "topic at this" AND delete 'to it'
    5. Page 3, line 94 – delete typo 't'

4. **Agenda Item # 10 – 3, ADA Accessibility Committee**

   Given that the ADA Accessibility Committee has completed a great deal of work with the WEVD Management to make the Community Center and Campton Mountain Ski Lodge more accessible,
   Given that the ADA Accessibility Committee has not been able to attract additional volunteers,
   Given that the District funded a comprehensive assessment of the compliance in District facilities and WEVD Management is working to improve those items identified in the report,
   Given that the District has adopted a policy to ensure ADA Accessibility is addressed in future Waterville Estates Village District construction, renovation & repairs (policy attached)

   I, _____, move to dissolve the WEVD ADA Accessibility Committee.

WEVD Policy

Governing Body Policy for Facility Maintenance

1. Any new construction project or major repair that goes out to bid for buildings or walkways will require the bidder to indicate ADA compliance in the design and construction.
2. Any significant project undertaken by staff that impact accessibility will require review and comment by the ADA committee.

Approved: September 1, 2021

Waterville Estates Village District
Commissioner Motion
562 Winterbrook Road, Campton NH 03223
November 8, 2023

Motion to allow owners of record of 517 Winterbrook Road to complete septic and leach field repair work even though the system components are on District property. Additionally, the District and owner will work toward determining how to best redefine the property lines of 517 Winterbrook Road such that lot improvements are no linger on District property.