562 Winterbrook Road, Campton, NH 03223
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WEVD 2024 Meeting and Public Hearings APPROVED Minutes
October 29, 2024 – 10:00 AM

Approved as amended on November 13, 2024

Attendees: Commissioners Maureen Patti, David Spinney and Gerry Panuczak, General Manager Ron Beard, Administrative Assistant Allison Smith, and the Treasurer Denise Aguilo.

Members of the Public: David Ketcham, Mark Canfield, Harry Bertino
Members of the Public on Zoom: Linda Ivers, Bobbi Ketcham, Jack Letvinchuk, David Rose

Members Excused: none

Attendees via Zoom: call-in user_1, call-in user_2, Bill Donohue, Tom H., Chris Gerber, Bobbi Ketcham.

Call to Order: Commissioner Patti called the meeting to order at 10:00 AM

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

Roll Call of Commissioners: Ms. Patti, Mr. Spinney – present, Mr. Panuczak – present.

Adoption of Agenda: *Motion made by Ms. Patti to move agenda items 7 (a through f) to 10.b. Mr. Panuczak duly seconded and the motion carried by roll call vote 3:0, Mr. Spinney – aye, Mr. Panuczak – aye, Ms. Patti – aye.*

PUBLIC HEARING 1: To set the water rates for the first billing of FY 2025
Public hearing was opened by Ms. Patti at 10:02 AM.

Ms. Smith provided an overview of the Rates for Hearing document presented in the packet and explained the numbers shown on it, which were the amount to be collected which includes the proposed budget and 3% non-collect amount. She also spoke about the water rate split, the number of occupants in the system and various property types and rate changes from Annual 2024 and May 2024 (which is the first water billing) water rates.

Mr. Spinney then spoke about the estimated Water Department Budget of 615,705.59 and how it was determined. He noted that the amount of the operating budget is about $6,000 less this year than last year. He also read the letter from the Budget Advisory Committee (BAC) with BAC's unanimous endorsement of the proposed Water Department Budget and also commending the Water Department management and staff.

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Mr. Canfield, who is a member of the BAC spoke about the importance of knowing where the Water Department stands in terms of its balance sheet and making some savings in order to be able to improve and maintain the system. He also spoke about the importance of including the findings of the audit into the overall system assessment to make sure that the reserve balances are known and could be planned better in the future.

Mr. Beard spoke about the improvements made to the system that made it more efficient and actually reduces some budget line items, like the electricity line.

Mr. Panuczak added that the Water and Roads Committee has received quotes from a consultant on the production of the Water Master Plan and the Roads Master Plan. The Committee will be voting on those at its next meeting. He also noted some system improvements that Mr. Baert has already identified as he trying to be proactive.

Mr. Spinney added that there are some funds left in the engineering line this year and hopefully those could be expended once the new engineering company is set to begin working. This will help with keeping the rate the same. Discussion followed about the piping issues and the need for the new engineering firm to be involved in the design in order for the issues to be understood and fixed correctly.

After a discussion about whether to make the BAC letter and the work in progress budget official attachments to the minutes.

Ms. Patti made a motion to make the modified BAC letter (with the amount change from $5,000 to $6,000 as the amount of money less needed for the budget) as well as the Plan Year Budget attachments to this meeting handout. Mr. Panuczak duly seconded and the motion carried by roll call vote 3:0, Mr. Spinney – aye, Mr. Panuczak – aye, Ms. Patti – aye.

Ms. Patti opened the floor to the public comment.

- Harry Bertino, 27 Condo Road, Unit 10, began by thanking Mr. Beard and Mr. Baert and their staff for all their work on the water system improvements. He noted that the water system's problems had started a long time ago and that everyone has to be patient with the amount of time it takes to fix them.

  He then spoke about the difference in the 2024 annual rate for undeveloped lot and one bedroom being $454, whereas all the other categories only differ by about $227, which in not proportionate and in his opinion is not equitable.

Ms. Smith explained that the rate is based on occupants and one bedroom home rate is calculated for two occupants, whereas each subsequent category is only adding one occupant per additional bedroom. Undeveloped lots have zero occupants.

- Mr. Bertino asked if that information could be added to the rate explanation document to clarify how the calculations are done.

Ms. Smith noted that this is noted in the Water Ordinance itself.

- Mr. Bertino clarified whether this would be the first billing of 2025 and received a confirmation from the Commission. He then spoke about the Water Budget not being discussed at the Annual Meeting and that he feels that the rights of the Legislative Body are being undermined with the water rate setting process.

Ms. Patti asked for a recess at 10:26 AM. At 10:27 AM the Commissioners returned and Ms. Patti excused herself as she was being called away. Mr. Panuczak took over chairing the meeting and public hearings.

Mr. Panuczak noted that the public hearing is continuing.

There was nobody else in person or virtually to address the Commission. No emails or phone calls were received either. Mr. Panuczak closed the public hearing at 10:28 AM.

Mr. Spinney made a motion to accept the 2025 Water Billing Rates as presented. Mr. Panuczak duly seconded and motion carried by roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

PUBLIC HEARING 2: To accept and expend $60,419.97 in WEA CIF monies for the purposes of snowmaking
Mr. Panuczak opened the public hearing at 10:29 AM.

Mr. Beard provided an overview of the Snowmaking Project. He spoke about the initial well viability testing that came back positive, after which the WEA Board approved $100,000 to install tanks and related equipment for snowmaking purposes. At first there was a rental tank for which WEA reimbursed the District. Now the two tanks that have been purchased by the District, are being installed and this amount accepted today will be used to reimburse the District for the purchase of the tanks and for the electrical and other work already done related to their installation.

There was a brief discussion on how the installation of the new snow tanks will facilitate and expand snowmaking on the mountain.

Mr. Panuczak thanked WEA for the allocation of funds as the ski area was missing the snowmaking as one of the key components of its operation as a fully functioning ski area.

Mr. Panuczak opened the floor for public comment.

Mr. Beard provided a brief update that the tanks are actually being installed and they will be filled with water as the manufacture requires the water level to be a foot over the backfill line.

There was nobody else in person or virtually to address the Commission. No emails or phone calls were received either. Mr. Panuczak closed the public hearing at 10:28 AM.

Mr. Panuczak made a motion to accept the CIF funds. Mr. Spinney duly seconded and motion carried by a roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

Approval of Minutes

g. September 10, 2024
Mr. Panuczak motioned to amend the draft minutes for September 10, 2024 consistent with the 8 amendments prepared by Ms. Patti and contained in the handout. Mr. Spinney duly seconded and the motion carried by roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

Mr. Panuczak motioned to approve the amended minutes for September 10, 2024 as the official minutes. Mr. Spinney duly seconded and the motion carried by roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

h. September 11, 2024
Mr. Panuczak motioned to approve the draft minutes for September 11, 2024 as written. Mr. Spinney duly seconded and the motion carried by roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

i. October 15, 2024
Mr. Panuczak motioned to approve the draft minutes for October 15, 2024 as written. Mr. Spinney duly seconded and the motion carried by roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

j. October 17, 2024

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Mr. Panuczak motioned to approve the draft minutes for October 17, 2024 as written. Mr. Spinney duly seconded and the motion carried by roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

k. October 20, 2024

Mr. Panuczak motioned to approve the draft minutes for October 20, 2024 as written. Mr. Spinney duly seconded and the motion carried by roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

Treasurer's Report

Ms. Aguilo provided the overview of the Treasurer's Report. Ms. Smith explained that there are some discrepancies under the water account receivables after the pre-audit adjustments have been applied, and she will be working with the accounting consultant to make sure that this is resolved.

General Manager's report
Mr. Beard spoke about the following:

1. The two snowmaking tanks have been set in the hole and Shawn Pelchat will
2. begin attaching the plumbing lines to the tanks. Once that has been completed the contractor will begin backfilling around the tanks.

2. Shawn Pelchat and his team did a fantastic job with the haunted hay ride.

3. The Pegwood Road water line project has been completed.

4. Paving has begun as of Monday and this will include paving of Pegwood Road.

5. Jennifer Franz has been working on the winter schedule of events and entertainment for the Lodge this winter.

6. Allison Smith has been busy getting ready for the next water rate setting and billing.

Mr. Panuczak noted that the lodge will be opening this weekend. It will be opened on Saturdays until there is snow on the mountain.

CONSENT CALENDAR

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Manifests
Mr. Spinney made a motion to accept the Manifests as presented. Mr. Panuczak dully seconded and motion carried by roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

GENERAL CALENDAR
Mark Canfield, Budget Advisory Committee (BAC) Chair - Budget Advisory Committee and Planning Board.

Mr. Canfield presented the reports for both the BAC and the Planning Board. He said that BAC is on track with its schedule for preparing the budget. He then spoke about the discussion the BAC had about Buildings and Grounds budget and commended Mr. Pelchat for his outstanding skills. He noted that there are a lot of things that need to be done at the mountain that are related to safety and power outages.

Discussion ensued about the possibility of the operating budget to sustain maintenance and the issues that have been brought up to the Commission by Mr. Pelchat related to Buildings and Grounds. It was opined that having a Capital Improvements Program and Plan would be helpful to make sure that the ageing amenities of this community are well taken care of.

Mr. Canfield also gave credit to the new accounting system that made the whole process for the BAC much easier. He commended the management and department heads for knowing their numbers very well.

Them Mr. Canfield spoke about the Planning Board working on the verbiage for a warrant article that will allow the District to establish a Capital Improvements Program. Once the power is granted the Planning Board will be working on forming the Capital Improvements Committee and establishing the rules and procedures for the Capital Improvements Program.

RCA – Holiday Policy Update

Ms. Smith said that HB 1014 was adopted in the 2024 legislative session (RSA 31:6-a) requiring that "all local governments use a holiday's statutorily designated title in official communications, publications, and documents". RSA 288:1 designates holiday names. Most recently adopted District holiday policy did not comply with the statutorily designated names of Martin Luther King, Jr. Civil Rights Day, Thanksgiving Day, or Washington's Birthday.

Mr. Panuczak made a motion to approve the proposed changes to the WVD holiday policy. Mr. Spinney dully seconded and motion carried by roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

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Next Meeting: November 13, 2024 @ 6 p.m

Public Comment

- Dave Ketcham, 11 Hodgeman Hill Road, asked if there were any updates on the courts surface being fixed.

Mr. Beard said that he keeps trying to contact the company on a daily basis but has not been successful. Mr. Spinney said that there would be a letter drafted from the District's lawyer as well.

- Mr. Ketcham also asked about the patch at the bottom of Pegwood Road that needs to be fixed now that the water line is in.

Mr. Beard said that the work is supposed to be done today.

- Mr. Ketcham also asked if there were any progress with the Pegwood Road tank site issue.

Commissioners responded that they are still trying to decide the best possible way to secure the area while keeping in mind the durability and the esthetics.

- Mr. Ketcham also asked about whether any thought was given to dealing with the compost dump at the end of Liberty Lane, which also has an old culvert pipe there.

Mr. Beard said that Mr. Baert and he discussed it recently.

- Another request Mr. Ketcham had was to give people a 24 hour notice when there is a water cutoff.

Non-Public Session

Mr. Panuczak motioned at 11:09 AM to enter non-public session for the purposes described in RSA 91-A:3, II (b and e). Mr. Spinney duly seconded. Motion carried with roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

Non-public session was entered at 11:21 AM, Spinney and Panuczak were present in person as well as the General Manager Ron Beard and Water Department Administrator Allison Smith.

Resumption of Public Session

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Mr. Spinney motioned to exit non-public session. Mr. Panuczak duly seconded. Motion carried with roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

Public session was entered at 12:09 PM. Spinney and Panuczak were present in person.

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 and render proposed action ineffective. Motion carried with roll call vote 2:0, Mr. Spinney – aye, Mr. Panuczak – aye.

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

Meeting adjourned at 12:11 PM.

Prepared by Alvina Snegach