562 Winterbrook Road, Campton, NH 03223
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WEVD 2025 Meeting APPROVED Minutes
January 29, 2025 – 6:00 PM

Approved as amended on February 18, 2025.

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

Members of the Public: Harry Bertino, Dave Paradis.

Members of the Public on Zoom: none

Members Excused: none

Call to Order: Commissioner Patti 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. Spinney, Mr. Panuczak – present.

Adoption of Agenda: Agenda was not altered.

GENERAL CALENDAR

a) NHMA 2024 Annual Conference Review – What Did We Learn?

Ms. Patti noted that Mr. Panuczak and she attended only one day on October 30th, while Mr. Beard and Ms. Smith went both days.

Ms. Smith went first to describe the sessions she attended.

- Tax deeding session – there was nothing that would impact the Village District.
- Legislative update - consider reaching out to state and congressional representatives to make a connection and establish rapport. She also noted that the Village District recently got redistricted and is now part of district two. Ms. Smith also talked about the bills that were discussed during the session, explained the legislative process and how NHMA tracks bills and why they support or oppose certain legislation. Ms. Smith noted that there the bills discussed were mostly related to zoning authority, and one bill about posting a notice on municipal websites about any state funding received within 30 days of receipt.

- Hardening and resiliency of municipal and public safety facilities – which addressed how to protect the municipal infrastructure and facilities from natural and human-caused disasters.

- FMLA session – which addressed accessibility accommodations, leave, pregnancy, and other related issues.
- Department of Labor investigation session – which addressed Department of Labor investigations, penalty determinations, exemptions, etc.
- Right to Know (RTK) session – she noted that not much has changed since the last training.

Ms. Patti spoke about the general information that she learned which is that the Records Committee needs to be identified as Records Retention Committee, and that if a meeting is canceled the District would be better off to produce a statement that the meeting was cancelled and the reason, which would be filed with the rest of the minutes to make sure that there is a record. She also went over the minutes taking and keeping procedures, which she noted were adhered to by the District. Another thing Ms. Patti learned was that it is suggested that members of the board provide a brief reason for how they voted following a Public Hearing. .

- Annual court update session - mostly land use cases, social media posting by municipal employees, citizen has been defined as any citizen and not a resident for the purpose of RTK. RTK implies doing 91- A analysis even if your documents are not up for disclosure.
- Protecting records session - Practical information about how to protect and restore documents. Policies for removal and return of documents.

Mr. Panuczak went over the sessions he attended.

- Non-public meeting session – which was informative and he recognized that the District follows the regulations quite well.

He added that he thought that the Market place at the conference was a great resource for networking.

Mr. Beard went over the sessions he attended.

- PFAS, lead and copper & cybersecurity – time critical issues in drinking water – new lead levels, PFAS, cybersecurity for water systems, etc.
- Cybersecurity checklist for municipalities session - hardware and software vulnerabilities, prevention and having a plan.

- Better listener session - how to become a better listener.
- Post pandemic labor market trends in NH session - workforce demographics and trends and hiring challenges.
- Crafting creative solutions through conflict – various conflict resolution strategies.
- Initiating difficult conversations session.

Then there was a brief discussion about the NHMA conference and its value for learning new information and building networking connections.

Ms. Patti spoke about future discussions that need to happen regarding renaming the Records Committee and providing the language on the agenda for remote participation, implementation of the Google form, that Ms. Smith already developed, for easier minute taking during meetings for various District Committees.

Another discussion was about remote participation mechanics and requirements.

Next Meeting: February 12, 2024 @ 4 p.m.

Non-Public Session

Ms. Patti motioned at 7:03 PM to enter non-public session for the purposes described in RSA 91-A:3, II (b and l). Mr. Panuczak duly seconded and the motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Non-public session was entered at 7:10 PM, Commissioners Patti, 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

Mr. Spinney motioned to exit non-public session. Mr. Panuczak duly seconded. motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Public session was entered at 7:29 PM. Commissioners Patti, Spinney, and Panuczak were present in person.

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

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Adjourn Meeting

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

Meeting adjourned at 7:31 PM. Prepared by Alvina Snegach