WEVD COMMISSION MEETING & PUBLIC HEARING AGENDA

Wednesday March 12, 2025, at 4 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. Public Hearing 1: To accept and expend $68,419.14 from WEA for the purposes of snowmaking
6. Public Hearing 2: To accept and expend $9,999 from WEA for ski area insurance
7. Approval of Past Meeting Minutes
    a. February 18, 2025
    b. February 22, 2025
8. Treasurer's Report
9. GM Report
10. Committee/Board Reports
    a. Planning Board
    b. Water Master Plan & Roads
    c. Records
    d. Improving Amenity Profitability
    e. Budget Advisory Committee
11. CONSENT CALENDAR
    a. Manifests
    b. Committee/Board reports
12. GENERAL CALENDAR ITEMS (Request for Commission Action, etc.)
    a. Modification to Agenda Template
    b. February Water Outage Timeline & Details
13. Upcoming Meeting: Wednesday, March 26, 2025 @ 6 p.m.
14. Public Comment Period
15. Non-Public Session
16. Adjourn Meeting

WEVD COMMISSIONER MEETING PROCEDURES

1. THE COMMISSIONERS WILL POST AN AGENDA AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO HOLDING MEETINGS. EMERGENCY MEETINGS ARE EXEMPT.
2. A MEMBER OF THE PUBLIC MAY REQUEST ITEMS TO BE PLACED ON THE AGENDA.
    A. REQUEST MUST BE MADE TO BOTH THE GENERAL MANAGER AND ASSISTANT GENERAL MANAGER AT LEAST 10 DAYS PRIOR TO A SCHEDULED MEETING.
    B. THE REQUEST MUST CONTAIN THE SUBJECT MATTER OF THE REQUEST.
    C. THE FINAL DECISION TO ALLOW REQUESTS FROM THE PUBLIC RESIDES WITH THE COMMISSION.
3. THE COMMISSION MAY ASK FOR A REPRESENTATIVE FROM THE WATERVILLE ESTATES ASSOCIATION BOARD OF DIRECTORS TO SPEAK REGARDING WEA ACTIVITIES, CONCERNS, ETC.
4. RECORDING A MEETING OF THE PUBLIC BODY IS ALLOWED. VIDEO EQUIPMENT WILL BE ALLOWED AT THE MEETING SITE AND WILL BE PLACED AT LOCATIONS DESIGNATED BY THE COMMISSION.
5. ZOOM OR OTHER REMOTE ACCESS / ELECTRONIC PLATFORM ACCESS WILL BE PROVIDED FOR COMMISSION MEETINGS. A LINK OR MEETING INFORMATION TO GAIN ACCESS WILL BE INCLUDED IN MEETING NOTICES. FAILURE TO BROADCAST WILL NOT BE GROUNDS FOR CANCELLING A COMMISSION MEETING.
6. NO MEETING ADMINISTRATOR OR OTHER PERMISSION WILL BE REQUIRED FOR REMOTE RECORDINGS OF PUBLIC SESSIONS OF COMMISSIONER MEETINGS THROUGH ZOOM OR ANY OTHER PLATFORM UTILIZED BY THE COMMISSION.
7. ANY ATTENDEE WILL BE GRANTED UP TO THREE (3) MINUTES TO MAKE A STATEMENT AT THE END OF THE MEETING ON WEVD MATTERS. TOTAL TIME FOR PUBLIC COMMENT WILL BE LIMITED TO 15 MINUTES.
8. THE COMMISSIONERS RESERVE THE RIGHT TO ALLOW EXCEPTIONS TO THIS POLICY.

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WEVD Public Hearing Policy

1. The Chair (or other Commissioner in the Chair's absence or to whom the Chair designates the role) will open the hearing by announcing the purpose of the Public Hearing and summarizing these rules by which people may participate.
2. The Chair will ask all persons attending the hearing at the physical location to print their names and addresses on the sign-in sheet.
3. The Chair will ask all persons who are attending remotely online to either send an email to the District at district@waterville-estates.com, or indicate at the appropriate time their desire to speak. The email requests can be made at any time during the hearing. A staff member as designated by the Chair will compile a list of names and addresses in the order the notice is received from those attending remotely. Once those on the list have been allowed to speak, others who are remote will have an opportunity to speak.
4. The Chair will ask all persons who are attending remotely on their telephones to call into the Community Center and a staff member as designated by the Chair will compile a list of all those telephonic attendees (names & addresses) who wish to speak. There should be no difficulty leaving the Zoom meeting to place this call and then re-entering the meeting. THE NUMBER TO MAKE SUCH A REQUEST IS 603-726-3082.
5. An explanation of the item(s) under discussion at the Public Hearing will be given by the Commission or its designees (staff, engineers, etc.). The Commissioners may ask questions to clarify or expand upon what has presented. If it is a Petitioned Article, the petitioner will have up to 10 minutes to explain the Petitioned Article.
6. The Chair will then open the meeting for public input. Each member of the public will be granted up to five (5) minutes to speak. Members of the public can only speak one (1) time until everyone has had a chance to speak. Commissioners or staff may respond but are not required to respond.
7. The Chair will first recognize those attending the physical location where the meeting is broadcast to speak during the public hearing.
8. After every member of the public who is present has had the opportunity to speak once, the Chair will call a brief recess to obtain the list of those attending remotely by Zoom or phone who have made a request to speak. They will be allowed to speak up to 5 minutes in length.
9. Once all members of the public who wish to address the Commission have had an opportunity to speak once, any member of the public who wishes to speak again will be given an opportunity to speak for up to five (5) minutes.

10. The Chair will then ask the Commissioners and staff if they have any additional comments.
11. The Chair will then close the Public Hearing.
12. The Chair will then consider any motions to be made at this time on the subject matter of the Public Hearing.

Adopted & Effective on February 16, 2022
Amended on October 12, 2023

TRIAL BALANCE DETAIL BY ACCOUNT TYPE

Report For: AR WEA Fund: VILLAGE DISTRICT FUND Periods: 2024-01 thru 2024-12 [100% of Year] Include: Balance Sheet - Revenues - Expenditures -

Account #	Account Title	Beginning Bal	Debit	Credit	Ending Bal
01 - VILLAGE DISTRICT FUND					
1-CURRENT ASSETS					
01.1150.000.004	AR - WEA	20,407.26	150,955.00	102,943.12	68,419.14
1-CURRENT ASSETS		**20,407.26**	**150,955.00**	**102,943.12**	**68,419.14**
01 - VILLAGE DISTRICT FUND		**20,407.26**	**150,955.00**	**102,943.12**	**68,419.14**
		20,407.26	**150,955.00**	**102,943.12**	**68,419.14**

AMWINS™

PROGRAM UNDERWRITERS

Invoice

Amwins Program Underwriters, Inc.
145 Maplewood Ave
Suite 220
Portsmouth, NH 03801
License #52379
(Not a Remittance Address. See Payment Instructions Below)

Waterville Estates Village District
562 Winterbrook Rd
Campton, NH 03223

Policy Number	[redacted]
Invoice Number	**14499114**
Invoice Date	2/5/2025
Policy Period	2/8/2025 - 2/8/2026

Insured: Waterville Estates Village District
Notes: GL Renewal / Insured Bill / Pay Plan-Annual

Company: Granite State Insurance Company (NAIC# 23809)

Gross Premium	$9,999.00
Amount Due	**$9,999.00**

Due Date: 2/28/2025

Payment Instructions

[redacted]

For questions regarding this invoice, please contact:

Accounting Contact
Doris Pancurak
603.334.3008 | doris.pancurak@amwins.com

Invoice Created By
Debbie Dross
603.334.3000 | debbie.dross@amwins.com

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WEVD 2025 Meeting APPROVED Minutes
February 18, 2025 – 6:00 PM

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

Members of the Public: n/a

Members of the Public on Zoom: David Ketcham, Scot Sallaway

Members Excused: n/a

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.

Approval of Minutes

a. January 16, 2025

*Ms. Patti motioned to amend the draft minutes for **January 16, 2025** according to the list of 11 amendments provided in the packet. Mr. Panuczak duly seconded, and the motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.*

*Ms. Patti motioned to approve the amended minutes for **January 16, 2025** as the official minutes. Mr. Panuczak duly seconded, and the motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.*

a. January 29, 2025

*Ms. Patti motioned to amend the draft minutes for **January 29, 2025** according to the list of2 amendments provided in the packet. Mr. Panuczak duly seconded, and the motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.*

*Ms. Patti motioned to approve the amended minutes for **January 29, 2025** as the official minutes. Mr. Panuczak duly seconded, and the motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.*

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Treasurer's Report

There was a request to Ms. Aquilo to explain what the General Fund float is, which she said was just the amount that that was still in transit as of the time of the report.

There was also an inquiry about the balance in the tax amount shown from Campton and why it was quite large. There was discussion about why there might be a balance, and comparisons were made to previous years. It was opined that the town has not yet collected the full amount from the town residents. Ms. Smith will check with Campton officials.

General Manager's report

Mr. Beard spoke about the following:

1. Busy start to February vacation week especially that were operating the lift. Shawn Pelchat and his team have done an outstanding job with the recent storms and helping at the mountain during operating hours.
2. Mr. Beard said that would like to welcome Lisa Magerer, the District new finance administrator. Lisa comes with many years of municipal finance experience.
3. Steve Baert has been very busy during the last couple of storm events.
4. Steve Baert, Allison Smith and Mr. Beard had a kickoff meeting with Horizons engineering last week. After that meeting Steve brought the engineers on a tour of his water buildings.
5. Allison Smith has been working with Lisa Magerer getting her up to speed with the district operations and finances
6. There was a sizeable water leak, and the regular contractor was not available to repair it in a timely manner. Mr. Beard reached out to the company that did that tank installation at the mountain, and they responded very quickly. Mr. Beard will ask them for a fee schedule so that they could become another company the District can reach out to for repairs of the water system when needed.

Mr. Panuczak also asked about lift operations and sales at the mountain. Mr. Spinney said that the last few days were really good. Mr. Beard also noted that the District's lift does not have a wind rating and can operate during windy conditions when the mountains in the vicinity are closed.

CONSENT CALENDAR

Ms. Patti noted that the Agenda for this meeting only had Manifests under the Consent Calendar and suggested adding the Treasurer's and the General Manager's reports to the Consent Calendar. There was consensus on that.

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Manifests

Ms. Patti called for a vote for the Manifests as contained in the handout. Motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Ms. Patti called for a vote to accept and approve both the General Manager's Report and the Treasurer's Report as contained in the handout. Motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

GENERAL CALENDAR

a. Finalizing 2025 Budget for Feb. 22, 2025 Hearing

Ms. Patti called for a vote to make the Budget worksheet an attachment to this meeting handout and minutes. Mr. Panuczak duly seconded. Motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Ms. Smith said she will post the draft materials for the February 22, 2025 budget hearing tomorrow with the exception of the tax impact document. She will submit everything to the Department of Revenue Administration (DRA) tomorrow, and any changes made by the DRA will be made available to the public at the meeting on Saturday.
Ms. Patti noted that the Commissioners would need to finalize the Budget for the upcoming public hearing and also vote on which projects will be funded from the unassigned fund balance as this language has to be incorporated into the Budget Warrant Article.
The members discussed the projects and amounts to be covered from the unassigned fund balance.

First discussion was about the records digitization. Ms. Smith said that a representative from the vendor reviewed the District documents and gave a quote of around $39,000. Ms. Patti noted that this vendor does digitization off site and very securely. She added that a vendor who does this on site has not yet been explored so it is unclear whether there would be any cost savings in that. Ms. Smith continued that condition of the documents to be digitized matters as well, and the District can do some of the prep work in house to lower costs. She added that she will try to reach out to another vendor and also use Government Finance Officers Association list serve to ask around what other NH municipalities have experienced.

Ms. Smith then noted that besides digitization there is the issue of storage/retention of those digital records. She said that she spoke to a vendor who sells software for that purposed, which has a lot of capabilities for storage/search, etc. She received a quote of $9,000 quote for implementing which included the recurring annual maintenance fee of $5,000.

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Discussion ensued about the budget line item for document retention. It was noted that about $15,000 had already been raised for this purpose during prior years and not appropriated. An issue of using the retention software for current and future document creation/retention was raised and discussed as well. Ms. Smith explained that the software will allow for that, but the District would need to develop policies for staff to adhere to in terms of saving and identifying these records. Such policies will depend on the software chosen.

Discussion continued about the lack of clarity about how much digitization and storage may cost, what amount of work it may require, and the need to get the job started regardless.

Then discussion turned to the $72,400 cost of financing the Road Study and that it should be taken out from the unassigned fund balance. Another issue was related to the hiring of the municipal assistant and their wages, for which $45,000 was already raised and has not been spent. And then there was $52,000 raised for legal expenses and $15,000 for document retention that have not been spent. Therefore, there were total savings of $112,000 and $72,400 to be raised - all to be taken from the unassigned fund balance to the total of $184,400.

Ms. Patti noted that in 2023 there was $23,000 raised for legal expenses that was not used. If added to the $184,000 discussed earlier, it would make the $207,400 total to be taken from the unassigned fund balance.

Ms. Magerer said that the unassigned fund balance was at $724,905 as of 2023 and according to the guidance from the DRA the unassigned fund balance should have 5 to 17 percent of the District's appropriations (minus the bonds) which comes to about $152,000 to $517,000 suggested amount in the unassigned fund.

Discussion about the use of the unassigned fund balance and the need to have savings, especially in light of a possibility of creating a Capital Improvement Plan.

After a brief discussion all Commissioners agreed on the amount of $207,400 to be taken from the unassigned fund balance, of which $72,400 will be used to fund the Road Study and the remaining amount is savings, for the purpose of offsetting the tax rate.

Ms. Patti made a motion to use a total $207,400 from the unassigned fund balance towards the budget. Mr. Panuczak duly seconded. Motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

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Renaming Records Committee

Ms. Patti made a motion to rename the Records Committee to WEVD Records and Retention Committee. Mr. Panuczak duly seconded. Motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Appointment of Treasurer D. Aguilo to Records and Retention Committee

Ms. Patti made a motion to appoint the WEVD Treasurer Denise Aguilo to the WEVD Records and Retention Committee. Mr. Panuczak duly seconded. Motion carried by roll call vote 3:0, Ms. Patti – aye, Mr. Panuczak – aye, Mr. Spinney – aye.

Resignation of R. Timms from Planning Board

Ms. Patty said that he submitted his resignation from the Planning Board. The Commissioners thanked Mr. Timms for serving on the Planning Board and as the Commission clerk. They accepted his resignation from the Planning Board.

2024 Annual Report Update

Ms. Smith provided the WEVD Annual Report update which is now being finalized. She said that the deadline for printing is February 21, 2025.

Choose Point of Contact for State & Federal Legislators

After a brief discussion Commissioners agreed it should be a staff member and to let the management determine who that would be. The extent of involvement was also discussed and who would set the direction of how to engage the legislature. There was consensus that the point of contact would be staff, and the Commission will annually set the direction for proactive engagement with the legislators. Ms. Patti would set a date for a meeting with staff to discuss said direction.

Update Meeting Schedule – Change 11/19 meeting

November 19, 2025 meeting was moved to November 18, 2025.

Ms. Smith brought up HB 314 which aims to prohibit the use of federal, state, or local funds for lobbying activities. She noted that it will deeply impact the New Hampshire Municipal Association which lobbies legislation on behalf of its members. Commissioner agreed that WEVD would express its opposition to this bill.

Next Meetings:

Budget & Warrant Hearing – February 22, 2025 @ 10am (Snow Date: February 23, 2025 @ 10am)

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Regular Meeting – February 26, 2025, PH to accept and expend unanticipated revenue for 2024 snowmaking $68,419.

Due to scheduling conflicts the February 26, 2025 meeting and public hearing were rescheduled to March 12, 2025 at 4 PM. Ms. Smith will re-notice the public hearing accordingly.

Public Comment

- Scott Salaway, 110 Snowood, via Zoom. Mr. Salaway asked a question about the water survey and a rebate that was related to the choice of the new company.

Mr. Panuczak explained that Horizons Engineering was hired for the Water Master Plan and their overall quote was reduced by about $3,500 for the work that was done by the previous contractor Dubois&King. The latter turned all their files and data on the District Water System to Horizons Engineering, but there was no draft of a master plan. Dubois&King did a few grant applications for the District as well and looked at a few problems.

- Mr. Salaway asked about the legal fee mentioned earlier and what that was in reference to.

Mr. Spinney explained that litigation is still ongoing, and it has been delayed twice. Hopefully in the fall there will be more clarity

- Ms. Salaway asked about why the consulting fee was so high.

Mr. Spinney explained that now that the District had hired the Finance Administrator, that fee will be much lower.

- Ms. Salaway asked about recreational opportunities which are present for all homeowners, however, it seemed to him that more of them are used by those who are renting short term. He asked if the District needs to look into surveying how many short-term rentals are out there?

Mr. Spinney said that this was the elephant in the room. The community used to be a vacation home type and overtime changed to short term rental type homes, which are used as an investment. This is a new reality, and many similar communities are trying to grapple with it. Ms. Patti added that the daily passes sold at the front desk do contribute to the District budget. She then spoke about different ways to run and fund recreation besides using tax dollars and also becoming more efficient. Ms. Patti underscored that there are multiple stakeholders who are part of this conversation and process.

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- Ms. Salaway asked about a survey done three years ago about home ownership type in the District and whether it could be assessed on where the community is going.

Ms. Patti noted that there was overall agreement in that survey that some tax dollars should be used to fund recreation.

- Mr. Salaway suggested that recreation may be funded by only those who use it?

Mr. Spinney weighed in on how the Recreation Fund has been used and that this year would be the first year where the revenue from it will be used to offset taxes in the amount of about $70,000. He said that the goal is to become more like a business and offset some of the recreational costs to the taxpayer. He added that the community does have concerns about the short-term rentals and the Commissioners, and the Board are thinking about ways to improve the situation.

Ms. Patti clarified about the Recreation Fund offset of taxes by saying that it has nothing to do with the budget, it has more to do with offsetting some of District expenses on recreation.

Non-Public Session

Ms. Patti motioned at 7:34 PM to enter non-public session for the purposes described in RSA 91-A:3, II (c). Mr. Panuczak 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 7:34 PM, Commissioners Patti, Spinney, and Panuczak were present in person as well as the General Manager Ron Beard.

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 7:48 PM. Commissioners Patti, Spinney, and Panuczak were present in person.

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

Meeting adjourned at 7:50 PM.

Prepared by Alvina Snegach

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Waterville Estates Village District

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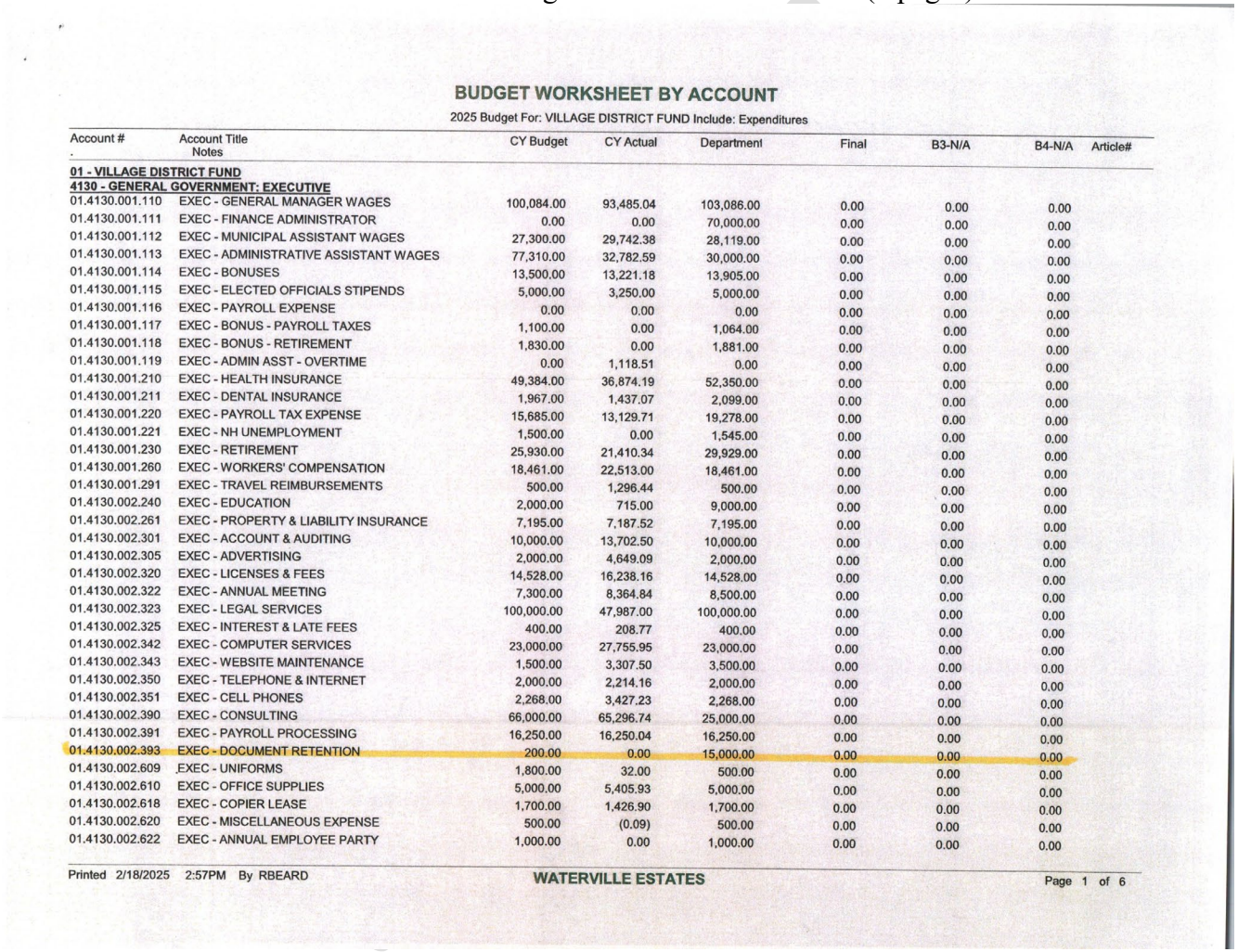
282 Attachments: 2025 Budget Worksheet 02/18/2025 (6 pages)



BUDGET WORKSHEET BY ACCOUNT

2025 Budget For: VILLAGE DISTRICT FUND Include: Expenditures

Account # / Notes	Account Title	CY Budget	CY Actual	Department	Final	B3-N/A	B4-N/A	Article#
01 - VILLAGE DISTRICT FUND								
4130 - GENERAL GOVERNMENT: EXECUTIVE								
01.4130.001.110	EXEC - GENERAL MANAGER WAGES	100,084.00	93,485.04	103,086.00	0.00	0.00	0.00	
01.4130.001.111	EXEC - FINANCE ADMINISTRATOR	0.00	0.00	70,000.00	0.00	0.00	0.00	
01.4130.001.112	EXEC - MUNICIPAL ASSISTANT WAGES	27,300.00	29,742.38	28,119.00	0.00	0.00	0.00	
01.4130.001.113	EXEC - ADMINISTRATIVE ASSISTANT WAGES	77,310.00	32,782.59	30,000.00	0.00	0.00	0.00	
01.4130.001.114	EXEC - BONUSES	13,500.00	13,221.18	13,905.00	0.00	0.00	0.00	
01.4130.001.115	EXEC - ELECTED OFFICIALS STIPENDS	5,000.00	3,250.00	5,000.00	0.00	0.00	0.00	
01.4130.001.116	EXEC - PAYROLL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	
01.4130.001.117	EXEC - BONUS - PAYROLL TAXES	1,100.00	0.00	1,064.00	0.00	0.00	0.00	
01.4130.001.118	EXEC - BONUS - RETIREMENT	1,830.00	0.00	1,881.00	0.00	0.00	0.00	
01.4130.001.119	EXEC - ADMIN ASST - OVERTIME	0.00	1,118.51	0.00	0.00	0.00	0.00	
01.4130.001.210	EXEC - HEALTH INSURANCE	49,384.00	36,874.19	52,350.00	0.00	0.00	0.00	
01.4130.001.211	EXEC - DENTAL INSURANCE	1,967.00	1,437.07	2,099.00	0.00	0.00	0.00	
01.4130.001.220	EXEC - PAYROLL TAX EXPENSE	15,685.00	13,129.71	19,278.00	0.00	0.00	0.00	
01.4130.001.221	EXEC - NH UNEMPLOYMENT	1,500.00	0.00	1,545.00	0.00	0.00	0.00	
01.4130.001.230	EXEC - RETIREMENT	25,930.00	21,410.34	29,929.00	0.00	0.00	0.00	
01.4130.001.260	EXEC - WORKERS' COMPENSATION	18,461.00	22,513.00	18,461.00	0.00	0.00	0.00	
01.4130.001.291	EXEC - TRAVEL REIMBURSEMENTS	500.00	1,296.44	500.00	0.00	0.00	0.00	
01.4130.002.240	EXEC - EDUCATION	2,000.00	715.00	9,000.00	0.00	0.00	0.00	
01.4130.002.261	EXEC - PROPERTY & LIABILITY INSURANCE	7,195.00	7,187.52	7,195.00	0.00	0.00	0.00	
01.4130.002.301	EXEC - ACCOUNT & AUDITING	10,000.00	13,702.50	10,000.00	0.00	0.00	0.00	
01.4130.002.305	EXEC - ADVERTISING	2,000.00	4,649.09	2,000.00	0.00	0.00	0.00	
01.4130.002.320	EXEC - LICENSES & FEES	14,528.00	16,238.16	14,528.00	0.00	0.00	0.00	
01.4130.002.322	EXEC - ANNUAL MEETING	7,300.00	8,364.84	8,500.00	0.00	0.00	0.00	
01.4130.002.323	EXEC - LEGAL SERVICES	100,000.00	47,987.00	100,000.00	0.00	0.00	0.00	
01.4130.002.325	EXEC - INTEREST & LATE FEES	400.00	208.77	400.00	0.00	0.00	0.00	
01.4130.002.342	EXEC - COMPUTER SERVICES	23,000.00	27,755.95	23,000.00	0.00	0.00	0.00	
01.4130.002.343	EXEC - WEBSITE MAINTENANCE	1,500.00	3,307.50	3,500.00	0.00	0.00	0.00	
01.4130.002.350	EXEC - TELEPHONE & INTERNET	2,000.00	2,214.16	2,000.00	0.00	0.00	0.00	
01.4130.002.351	EXEC - CELL PHONES	2,268.00	3,427.23	2,268.00	0.00	0.00	0.00	
01.4130.002.390	EXEC - CONSULTING	66,000.00	65,296.74	25,000.00	0.00	0.00	0.00	
01.4130.002.391	EXEC - PAYROLL PROCESSING	16,250.00	16,250.04	16,250.00	0.00	0.00	0.00	
01.4130.002.393	EXEC - DOCUMENT RETENTION	200.00	0.00	15,000.00	0.00	0.00	0.00	
01.4130.002.609	EXEC - UNIFORMS	1,800.00	32.00	500.00	0.00	0.00	0.00	
01.4130.002.610	EXEC - OFFICE SUPPLIES	5,000.00	5,405.93	5,000.00	0.00	0.00	0.00	
01.4130.002.618	EXEC - COPIER LEASE	1,700.00	1,426.90	1,700.00	0.00	0.00	0.00	
01.4130.002.620	EXEC - MISCELLANEOUS EXPENSE	500.00	(0.09)	500.00	0.00	0.00	0.00	
01.4130.002.622	EXEC - ANNUAL EMPLOYEE PARTY	1,000.00	0.00	1,000.00	0.00	0.00	0.00	

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BUDGET WORKSHEET BY ACCOUNT

2025 Budget For: VILLAGE DISTRICT FUND Include: Expenditures

Account #	Account Title / Notes	CY Budget	CY Actual	Department	Final	B3-N/A	B4-N/A	Article#
01.4130.002.625	EXEC - POSTAGE	1,000.00	804.57	1,000.00	0.00	0.00	0.00	
4130 - GENERAL GOVERNMENT: EXECUTIVE		**605,192.00**	**495,234.26**	625,558.00	0.00	0.00	0.00	
4299 - OTHER PUBLIC SAFETY								
01.4299.001.640	PSAFE - GENERATOR MAINTENANCE **25% OF CONTRACT**	2,075.00	265.98	2,075.00	0.00	0.00	0.00	
01.4299.001.812	PSAFE - SECURITY ALARM MAINTENANCE	10,000.00	8,304.89	8,000.00	0.00	0.00	0.00	
01.4299.001.813	PSAFE - ALARM - FIRE TELEPHONE LINES	6,000.00	7,175.63	6,000.00	0.00	0.00	0.00	
4299 - OTHER PUBLIC SAFETY		**18,075.00**	**15,746.50**	16,075.00	0.00	0.00	0.00	
4312 - HIGHWAY AND STREETS								
01.4312.001.110	HWY - WAGES - ROAD	78,432.00	84,432.30	80,745.00	0.00	0.00	0.00	
01.4312.001.112	HWY - WAGES - PLOWING	0.00	0.00	0.00	0.00	0.00	0.00	
01.4312.001.119	HWY - WAGES OVERTIME	11,753.00	7,708.71	8,000.00	0.00	0.00	0.00	
01.4312.001.210	HWY - HEALTH INSURANCE	15,000.00	14,964.48	15,863.00	0.00	0.00	0.00	
01.4312.001.211	HWY - DENTAL INSURANCE	909.00	605.96	636.00	0.00	0.00	0.00	
01.4312.001.220	HWY - PAYROLL TAX EXPENSE	6,900.00	7,568.01	7,103.00	0.00	0.00	0.00	
01.4312.001.230	HWY - RETIREMENT	10,818.00	21,825.40	12,563.00	0.00	0.00	0.00	
01.4312.001.390	HWY - CONSULTING	0.00	0.00	72,400.00	0.00	0.00	0.00	
01.4312.002.240	HWY - EDUCATION	1,000.00	0.00	1,000.00	0.00	0.00	0.00	
01.4312.002.261	HWY - PROPERTY & LIABILITY INSURANCE	2,200.00	2,197.71	2,400.00	0.00	0.00	0.00	
01.4312.002.291	HWY - TRAVEL	100.00	0.00	100.00	0.00	0.00	0.00	
01.4312.002.350	HWY - TELEPHONE & INTERNET	2,600.00	3,062.21	2,600.00	0.00	0.00	0.00	
01.4312.002.351	HWY - CELL PHONES	900.00	761.97	900.00	0.00	0.00	0.00	
01.4312.002.390	HWY - SUBCONTRACTORS	10,000.00	13,907.50	15,000.00	0.00	0.00	0.00	
01.4312.002.432	HWY - VEHICLE MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	
01.4312.002.609	HWY - DEPT UNIFORMS	700.00	691.94	700.00	0.00	0.00	0.00	
01.4312.002.610	HWY - SHOP SUPPLIES	3,000.00	6,483.91	3,000.00	0.00	0.00	0.00	
01.4312.002.611	HWY - SMALL TOOLS	2,500.00	3,419.73	2,500.00	0.00	0.00	0.00	
01.4312.002.612	HWY - LARGE TOOLS	2,000.00	4,528.19	2,000.00	0.00	0.00	0.00	
01.4312.002.613	HWY - ROAD MATERIALS	7,000.00	3,079.00	5,000.00	0.00	0.00	0.00	
01.4312.002.614	HWY - CALCIUM/MAGNESIUM CHLORIDE	3,000.00	0.00	0.00	0.00	0.00	0.00	
01.4312.002.814	HWY - CRIMINAL RECORDS	0.00	0.00	25.00	0.00	0.00	0.00	
01.4312.002.816	HWY - COLD PATCH	4,000.00	925.92	4,000.00	0.00	0.00	0.00	
01.4312.002.817	HWY - ROAD SWEEPING	5,000.00	4,809.86	5,000.00	0.00	0.00	0.00	
01.4312.002.818	HWY - CULVERT REPAIRS	3,000.00	3,068.00	3,000.00	0.00	0.00	0.00	
01.4312.002.819	HWY - ROAD SAND & SALT	25,000.00	11,027.58	20,000.00	0.00	0.00	0.00	
01.4312.002.820	HWY - EQUIPMENT RENTAL	2,000.00	1,932.00	2,000.00	0.00	0.00	0.00	

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BUDGET WORKSHEET BY ACCOUNT

2025 Budget For: VILLAGE DISTRICT FUND Include: Expenditures

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01.4312.002.821	HWY - EQUIPMENT REPAIR	5,000.00	6,294.41	5,000.00	0.00	0.00	0.00	
01.4312.002.822	HWY - PROJECTS	8,000.00	7,319.79	8,000.00	0.00	0.00	0.00	
01.4312.002.823	HWY - DIESEL	15,000.00	12,462.01	15,000.00	0.00	0.00	0.00	
01.4312.002.824	HWY - EQUIPMENT MAINTNANCE	3,000.00	3,038.60	3,000.00	0.00	0.00	0.00	
01.4312.002.825	HWY - OIL & FILTERS	0.00	0.00	0.00	0.00	0.00	0.00	
01.4312.002.826	HWY - VEHICLE MAINTENANCE	13,000.00	19,809.48	13,000.00	0.00	0.00	0.00	
01.4312.002.827	HWY - GRADING	10,000.00	11,850.00	12,000.00	0.00	0.00	0.00	
01.4312.002.828	HWY - BODY MAINTENANCE	2,000.00	656.27	2,000.00	0.00	0.00	0.00	
01.4312.002.829	HWY - EQUIPMENT REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	
01.4312.003.340	HWY - ELECTRIC	3,000.00	2,557.80	2,500.00	0.00	0.00	0.00	
01.4312.003.341	HWY - HEAT	2,500.00	1,998.25	2,500.00	0.00	0.00	0.00	
4312 - HIGHWAY AND STREETS		**259,312.00**	**262,986.99**	329,535.00	0.00	0.00	0.00	
4314 - BUILDING & GROUNDS								
01.4314.001.110	B&G - WAGES - BUILDING & GROUNDS	189,176.00	211,435.09	195,975.00	0.00	0.00	0.00	
01.4314.001.111	B&G - WAGES - CLEANING	88,711.00	80,033.23	83,000.00	0.00	0.00	0.00	
01.4314.001.112	B&G - WAGES - GROUNDS	0.00	0.00	0.00	0.00	0.00	0.00	
01.4314.001.119	B&G - WAGES OVERTIME	14,169.00	17,161.60	14,878.00	0.00	0.00	0.00	
01.4314.001.210	B&G - HEALTH INSURANCE	74,824.00	97,269.12	95,184.00	0.00	0.00	0.00	
01.4314.001.211	B&G - DENTAL INSURANCE	3,029.00	4,068.43	3,816.00	0.00	0.00	0.00	
01.4314.001.220	B&G - PAYROLL TAX EXPENSE	23,620.00	23,708.41	23,685.00	0.00	0.00	0.00	
01.4314.001.230	B&G - RETIREMENT	39,293.00	32,722.34	41,890.00	0.00	0.00	0.00	
01.4314.002.240	B&G - EDUCATION	2,000.00	1,850.01	2,000.00	0.00	0.00	0.00	
01.4314.002.261	B&G - PROPERTY & LIABILITY INSURANCE	500.00	499.48	500.00	0.00	0.00	0.00	
01.4314.002.291	B&G - TRAVEL	300.00	286.09	300.00	0.00	0.00	0.00	
01.4314.002.351	B&G - CELL PHONES	1,500.00	1,875.00	1,500.00	0.00	0.00	0.00	
01.4314.003.340	B&G - ELECTRIC	60,000.00	58,232.28	55,000.00	0.00	0.00	0.00	
01.4314.003.341	B&G - HEAT	45,000.00	67,042.07	60,000.00	0.00	0.00	0.00	
01.4314.003.346	B&G - WATER	3,000.00	6,181.14	3,200.00	0.00	0.00	0.00	
01.4314.003.609	B&G - DEPT UNIFORMS	1,500.00	1,893.22	2,000.00	0.00	0.00	0.00	
01.4314.003.610	B&G - MAINTENANCE SUPPLIES	2,000.00	699.54	2,000.00	0.00	0.00	0.00	
01.4314.003.611	B&G - SMALL TOOLS	5,000.00	6,014.86	4,000.00	0.00	0.00	0.00	
01.4314.003.612	B&G - LARGE TOOLS	2,000.00	2,506.61	2,000.00	0.00	0.00	0.00	
01.4314.003.613	B&G - GROUNDS REPAIRS & MAINTENANCE	5,000.00	2,240.35	4,000.00	0.00	0.00	0.00	
01.4314.003.614	B&G - CLEANING SUPPLIES	4,000.00	3,839.05	4,000.00	0.00	0.00	0.00	
01.4314.003.615	B&G - SUPPLIES	1,000.00	6,632.64	1,000.00	0.00	0.00	0.00	
01.4314.003.616	B&G - TRASH REMOVAL	11,000.00	5,958.32	7,000.00	0.00	0.00	0.00	
01.4314.003.617	B&G - LANDSCAPING	8,000.00	3,956.13	7,500.00	0.00	0.00	0.00	
01.4314.003.630	B&G - BUILDING REPAIRS	30,000.00	23,294.66	23,000.00	0.00	0.00	0.00	
01.4314.003.631	B&G - BOILER MAINTENANCE	9,000.00	13,454.40	9,000.00	0.00	0.00	0.00	

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01.4314.003.632	B&G - OUTDOOR LIGHTING	2,500.00	384.69	500.00	0.00	0.00	0.00	
01.4314.003.640	B&G - CARPET CLEANING	2,000.00	1,557.00	2,000.00	0.00	0.00	0.00	
01.4314.003.822	B&G - DAM INSPECTION	1,000.00	800.00	1,000.00	0.00	0.00	0.00	
01.4314.003.823	B&G - VEHICLE FUEL	4,500.00	3,949.04	4,200.00	0.00	0.00	0.00	
01.4314.003.824	B&G - POWER TOOL EQUIPMENT REPAIRS	1,000.00	288.75	1,000.00	0.00	0.00	0.00	
01.4314.003.826	B&G - VEHICLE MAINTENANCE	8,000.00	13,537.58	8,000.00	0.00	0.00	0.00	
01.4314.003.827	B&G - EQUIPMENT REPAIRS	1,500.00	708.52	1,500.00	0.00	0.00	0.00	
4314 - BUILDING & GROUNDS		**644,122.00**	**694,079.65**	664,628.00	0.00	0.00	0.00	
4520 - PARKS AND RECREATION								
01.4520.002.261	REC - PROPERTY & LIABILITY INSURANCE	30,931.00	30,898.82	30,931.00	0.00	0.00	0.00	
01.4520.002.320	REC - LICENSES & FEES	3,120.00	5,168.98	3,120.00	0.00	0.00	0.00	
01.4520.002.325	REC - FINANCE CHARGES	0.00	0.00	0.00	0.00	0.00	0.00	
01.4520.002.342	REC - COMPUTER SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00	
01.4520.002.343	REC - WEBSITE HOSTING	500.00	0.00	500.00	0.00	0.00	0.00	
01.4520.002.344	REC - INTERNET	1,800.00	1,264.89	1,800.00	0.00	0.00	0.00	
01.4520.002.345	REC - CABLE	2,400.00	2,161.52	2,400.00	0.00	0.00	0.00	
01.4520.002.350	REC - TELEPHONE	1,200.00	833.21	1,200.00	0.00	0.00	0.00	
01.4520.002.351	REC - CELL PHONE	0.00	0.00	0.00	0.00	0.00	0.00	
01.4520.002.610	REC - OFFICE SUPPLIES	500.00	615.17	500.00	0.00	0.00	0.00	
01.4520.002.618	REC - COPIER LEASE	1,695.00	2,004.77	1,695.00	0.00	0.00	0.00	
01.4520.002.625	REC - POSTAGE	500.00	252.26	500.00	0.00	0.00	0.00	
01.4520.002.670	REC - DUES & SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0.00	0.00	
01.4520.002.814	REC - CRIMINAL RECORDS	300.00	25.00	300.00	0.00	0.00	0.00	
01.4520.003.619	REC - PEST CONTROL	10,000.00	10,836.00	10,000.00	0.00	0.00	0.00	
01.4520.003.620	REC - MISC EXPENSES	500.00	5,204.58	500.00	0.00	0.00	0.00	
01.4520.003.622	REC - EQUPMENT RENTAL	1,000.00	0.00	100.00	0.00	0.00	0.00	
01.4520.003.660	REC - EQUIPMENT REPAIRS	2,000.00	979.88	3,000.00	0.00	0.00	0.00	
01.4520.003.661	REC - KITCHEN EQUIPMENT REPAIRS	5,000.00	945.58	2,000.00	0.00	0.00	0.00	
01.4520.003.821	REC - GYM EQUIPMENT INSPECTION	1,300.00	975.00	1,300.00	0.00	0.00	0.00	
4520 - PARKS AND RECREATION		**62,746.00**	**62,165.66**	59,846.00	0.00	0.00	0.00	
4521 - FRONT DESK								
01.4521.001.110	FD - WAGES - FRONT DESK	110,838.00	112,450.19	105,792.00	0.00	0.00	0.00	
01.4521.001.210	FD - HEALTH INSURANCE	29,930.00	29,928.96	31,726.00	0.00	0.00	0.00	
01.4521.001.211	FD - DENTAL INSURANCE	1,212.00	1,211.76	1,145.00	0.00	0.00	0.00	
01.4521.001.220	FD - PAYROLL TAX EXPENSE	8,479.00	9,753.36	8,733.00	0.00	0.00	0.00	
01.4521.001.230	FD - RETIREMENT	12,101.00	12,641.16	12,464.00	0.00	0.00	0.00	
01.4521.002.351	FD - CELL PHONE	600.00	600.00	600.00	0.00	0.00	0.00	
01.4521.003.240	FD - EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	

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01.4521.003.291	FD - TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00	
01.4521.003.610	FD - SUPPLIES	800.00	3,573.50	3,500.00	0.00	0.00	0.00	
01.4521.003.620	FD - EXPENSES	0.00	205.95	0.00	0.00	0.00	0.00	
01.4521.003.814	FD - CRIMINAL RECORDS	100.00	0.00	100.00	0.00	0.00	0.00	
4521 - FRONT DESK		**164,060.00**	**170,364.88**	164,060.00	0.00	0.00	0.00	
4522 - SKI AREA								
01.4522.001.113	SKI - WAGES - CLEANING	3,038.00	391.59	2,000.00	0.00	0.00	0.00	
01.4522.001.118	SKI - WAGES - LIFT MAINTENANCE	7,162.00	14,514.38	10,000.00	0.00	0.00	0.00	
01.4522.001.119	SKI - PAYROLL OVERTIME	0.00	2,013.94	0.00	0.00	0.00	0.00	
01.4522.001.220	SKI - PAYROLL TAX EXPENSE	238.00	1,806.39	808.00	0.00	0.00	0.00	
01.4522.001.230	SKI - RETIREMENT	202.00	9,251.67	1,429.00	0.00	0.00	0.00	
01.4522.002.340	SKI - ELECTRIC	22,000.00	17,718.88	22,000.00	0.00	0.00	0.00	
01.4522.002.341	SKI - BUILDING HEAT	6,000.00	6,690.06	8,000.00	0.00	0.00	0.00	
01.4522.002.350	SKI - CABLE, INTERNET & PHONE	5,000.00	6,016.66	5,000.00	0.00	0.00	0.00	
01.4522.003.660	SKI - GROOMER REPAIRS	0.00	0.00	6,000.00	0.00	0.00	0.00	
01.4522.003.662	SKI - SKI AREA REPAIRS	7,500.00	21,212.89	7,500.00	0.00	0.00	0.00	
01.4522.003.663	SKI - LIFT MAINTENANCE	7,500.00	15,773.24	7,500.00	0.00	0.00	0.00	
4522 - SKI AREA		**58,640.00**	**95,389.70**	70,237.00	0.00	0.00	0.00	
4524 - POOL								
01.4524.003.618	POOL - POOL CHEMICALS & SUPPLIES	23,000.00	21,984.95	25,000.00	0.00	0.00	0.00	
01.4524.003.631	POOL - POOL REPAIRS & MAINTENANCE	14,000.00	12,126.12	14,000.00	0.00	0.00	0.00	
01.4524.003.820	POOL - POOL & SPA INSPECTIONS	1,000.00	250.00	1,000.00	0.00	0.00	0.00	
4524 - POOL		**38,000.00**	**34,361.07**	40,000.00	0.00	0.00	0.00	
4525 - FOOD, BEVERAGE AND FUNCTION								
01.4525.001.110	FBF - WAGES - ADMIN	52,416.00	62,215.80	48,000.00	0.00	0.00	0.00	
01.4525.001.119	FBF - MANAGER OVERTIME	197.00	1,871.60	203.00	0.00	0.00	0.00	
01.4525.001.210	FBF - HEALTH INSURANCE	14,965.00	14,964.48	15,864.00	0.00	0.00	0.00	
01.4525.001.211	FBF - DENTAL INSURANCE	606.00	645.68	636.00	0.00	0.00	0.00	
01.4525.001.220	FBF - PAYROLL TAX EXPENSE	4,025.00	5,013.40	4,359.00	0.00	0.00	0.00	
01.4525.001.230	FBF - RETIREMENT	7,119.00	7,547.11	7,710.00	0.00	0.00	0.00	
01.4525.003.351	FBF - CELL PHONE	300.00	250.00	300.00	0.00	0.00	0.00	
4525 - FOOD, BEVERAGE AND FUNCTION		**79,628.00**	**92,508.07**	77,072.00	0.00	0.00	0.00	
4711 - DEBT 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	0.00	
01.4711.000.002	DEBT - PRINCIPLE PAYMENTS - BACKHOE	19,615.00	19,615.00	0.00	0.00	0.00	0.00	
4711 - DEBT SERVICE: PRINCIPAL - LONG-TERM BONDS AND NOTES		**59,615.00**	**59,615.00**	40,000.00	0.00	0.00	0.00	

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Waterville Estates Village District

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BUDGET WORKSHEET BY ACCOUNT

2025 Budget For: VILLAGE DISTRICT FUND Include: Expenditures

Account # / Account Title / Notes	CY Budget	CY Actual	Department	Final	B3-N/A	B4-N/A	Article#
4721 - INTEREST - LONG-TERM BONDS AND NOTES							
01.4721.000.001 DEBT - INTEREST LOAN PAYMENTS	5,980.00	3,614.22	5,980.00	0.00	0.00	0.00	
01.4721.000.002 DEBT - INTEREST PAYMENTS - BACKHOE	1,813.00	1,812.68	0.00	0.00	0.00	0.00	
4721 - INTEREST - LONG-TERM BONDS AND NOTES	**7,793.00**	**5,426.90**	5,980.00	0.00	0.00	0.00	
4940 - CIF EXPENDITURES							
01.4940.025.001 CIF - COMMUNITY CENTER RECARPETING	0.00	0.00	25,000.00	0.00	0.00	0.00	
01.4940.025.002 CIF - POOL REPLASTERING	0.00	0.00	59,000.00	0.00	0.00	0.00	
4940 - CIF EXPENDITURES	**0.00**	**0.00**	84,000.00	0.00	0.00	0.00	
4990 - WARRANT ARTICLES							
01.4990.021.006 FACILITIES WA #6 2021	0.00	0.00	0.00	0.00	0.00	0.00	
01.4990.021.008 CAT WALKS WA #8 2021	0.00	0.00	0.00	0.00	0.00	0.00	
01.4990.021.009 HVAC WA #9 2021 X 2025	9,046.94	3,000.00	0.00	0.00	0.00	0.00	
01.4990.021.011 AIR WA #11 2021 X 2025	37,547.00	0.00	0.00	0.00	0.00	0.00	
01.4990.021.012 SAND STORAGE	0.00	0.00	0.00	0.00	0.00	0.00	
01.4990.022.001 DOOR REPLACEMENT	0.00	0.00	0.00	0.00	0.00	0.00	
01.4990.022.004 HVAC REPAIRS WA#4 2022 X 2026	88,003.52	67,871.65	0.00	0.00	0.00	0.00	
01.4990.022.006 ADA ACCESS WA #6 2022	0.00	0.00	0.00	0.00	0.00	0.00	
01.4990.023.005 PAVING WA 5 2023 X 2025	262,100.00	117,429.78	0.00	0.00	0.00	0.00	
01.4990.023.006 IMPROVEMENTS WA 6 2023 X 2025	11,539.38	0.00	0.00	0.00	0.00	0.00	
01.4990.023.007 BACK UP GENERATOR WA 7 2023	0.00	0.00	0.00	0.00	0.00	0.00	
01.4990.023.008 BUILDING IMPROVEMENTS WA 8 2023 X 2025	45,312.82	688.28	0.00	0.00	0.00	0.00	
4990 - WARRANT ARTICLES	**453,549.66**	**188,989.71**	0.00	0.00	0.00	0.00	
4992 - SPECIAL PROJECTS							
01.4992.021.002 BASKETBALL/TENNIS COURTS	0.00	0.00	0.00	0.00	0.00	0.00	
4992 - SPECIAL PROJECTS	**0.00**	**0.00**	0.00	0.00	0.00	0.00	
01 - VILLAGE DISTRICT FUND	**2,450,732.66**	**2,176,868.39**	2,176,991.00	0.00	0.00	0.00	
	2,450,732.66	**2,176,868.39**	2,176,991.00	0.00	0.00	0.00	

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WEVD 2025 Meeting APPROVED Minutes
February 22, 2025 – 10 AM

Attendees: Commissioners Maureen Patti and David Spinney, Administrative Assistant Allison Smith, and Finance Administrator Lisa Magerer.

Members of the Public: Jack Letvinchuck, Mark Canfield, David Paradis, Denise Bujalski, Harry Bertino, Scott Sallaway.

Members of the Public on Zoom: Chris Gerber, Beth Ellinwood, Ralph Wilbur, Tom H, Call-inn User_1

Members Excused: Gerry Panuczak

Ms. Patti asked Mr. Spinney to Chair the meeting.

Call to Order: Commissioner Spinney called the meeting to order at 10:03 AM.

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

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

Adoption of Agenda: there was no agenda

Ms. Patti and Mr. Beard noted that there is a large water leak that is currently being investigated and the water levels in the tank has dropped to a point where the District had to shut the water off to allow for regeneration. The residents are advised to use the water in the Community building and at the Ski lodge.

PUBLIC HEARING: Waterville Estates Village District 2025 Budget and Warrant Articles Public Hearing

Mr. Spinney read Warrant Article #1 into the record as follows:
Article 01: To Choose One Commissioner, Moderator, Treasurer, and Clerk
To choose one Waterville Estates Village District (WEVD) Commissioner for a three-year term, a WEVD Treasurer for a three-year term, a WEVD Moderator for a two-year term, and a WEVD Clerk for the ensuing year.

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After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically. No Commission recommendation necessary.

Mr. Spinney read Warrant Article #2 into the record as follows:

Article 02: WEVD Operating Budget To see if the Waterville Estates Village District will vote to raise and appropriate the sum of Two Million One Hundred Seventy-Six Thousand Nine Hundred Ninety-One Dollars and No Cents ($2,176,991.00) for the general municipal operations of the Waterville Estates Village District. Of the sum appropriated, Two Hundred Seven Thousand Four Hundred Dollars and No Cents ($207,400.00) will come from unreserved fund balance. This article does not include appropriation(s) contained in special or individual articles addressed separately.

Mr. Spinney explained the savings in the executive budget, which were $52,000 from legal fees and $45.000 from Finance Director wages. It was also noted that about $14,400 was collected for records retention and not spent. Mr. Spinney then said that the Road Study will need to be funded in the amount of $72,000, which would be taken from the unreserved fund balance. The total amount to be take from the unreserved fund balance would be $207,400.

Mr. Spinney also explained the changes that have been made to the budget such as reducing the Administrative Assistant wages due to hiring the Financial Director, reduction in the consultant line, increase in the Highway and Roads due to the Road Study funding. Recreation and Buildings and Grounds remained flat with some fluctuations in the Recreation budget. He added that the Budget Advisory Committee has recommended this budget but had some concerns about the education line, cost of living adjustment amount, and the insurance line.

Ms. Patti explained that the CIF amount is different as it depends on which projects it is used for, and they are different from last year.

Mr. Spinney also spoke about the $70,000 revenue amount from the Recreation Fund that will be used this year to offset some of the District's expenses related to recreation. This is allowed by the Recreation Management Agreement, and this year will be the first year that this is done.

Mr. Spinney opened the floor for public comment:

- Jack Letvinchuck – Summit Drive, asked if there has been an initial discussion with the towns accepting the District’s roads.

Ms. Patti explained that the acceptance by the town is only possible if the roads are built to the town standards, and that is what the Road Study will determine, and in also will allow the District to ben in a better position to approach the towns. Mr. Spinney added that the Water Study will also provide more information of which roads have water infrastructure under them and help with future planning.

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- Harry Bertino - 27 Condo Road, asked how much from WEA dues, CIF moneys, rooms and meals tax does the District collect and receive back from the State (for the latter).

After a brief discussion of what the District has information on it was suggested that Mr. Bertino's request be treated as a right to know request and any information that the District possesses, he will receive. It was noted that the WEA dues would be a question to the WEA Board and that the District only collects information on the meals tax that is related to its food and beverage sales and not individual businesses within the District.

- Scott Sallaway – 110 Snowood asked for clarification of who can use the water/showers when the water is shut off in the District.

Ms. Patti said that anyone can fill up the water containers, but the use of showers would require a daily pass purchase if one does not have a membership.

- Scott Sallaway asked about Airbnb's, which Thornton regulates, and Campton does not, and whether the District has any idea of how many are there within its boundaries. He spoke about the water use by such establishments and whether there should be a difference between the tax rate for residential properties and those that are used as Airbnb's. He also thanked the Budget Advisory Committee members for all their work.

There was a discussion about the inability of the District to find out who is operating a short-term rental, to set its own tax rate, or to exert any land use authority. WEA has bylaws and all questions about any violations of those should be directed to WEA.

- Chris Gerber, Horizon Drive, via Zoom, spoke about her discontentment that people cannot come in shower without buying a daily pass during the water outage.
- Beth Ellinwood, Snowood, via Zoom, echoed the previous speaker's outrage about the shower use for a fee and then spoke about NH Supreme Court recognition of Waterville Estates as a condominium community and the need to enforce covenants and not bylaws. She also spoke about the fact that this is not a fee-based community and that everyone is obligated to join an HOA once they purchase property in the District and that she is pretty sure that running a short-term rental from your house is not qualified as a business per the state law.
- Harry Bertino - 27 Condo Road, asked to clarify what Ms. Ellinwood said about the recognition of Waterville Estates as a condominium community

Ms. Patti noted that Ms. Ellinwood could clarify her opinion should she be willing to, but the Commissioners will not as it is someone else's opinion.

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After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically, Mr. Spinney closed the discussion on Article #2.

Mr. Spinney read Warrant Article #3 into the record as follows:
Article 03: Water Department Operating Budget To see if the Waterville Estates Village District will vote to raise and appropriate the sum of Six Hundred Fifteen Thousand Five Hundred One Dollars and No Cents ($615,501.00) for the purpose of intradepartmental water department operations, said funds to come from Water Fees, Rates, and other charges in the WEVD Water Fund. This article does not include appropriation(s) contained in special or individual articles addressed separately.

Mr. Spinney provided a brief explanation of the water budget which is down for the year due to some projects that have been completed. The budget has been approved by BAC.

Mr. Spinney opened the floor for public comment.

- Scott Sallaway – 110 Snowood, said that knowing about short term rentals would be helpful with water billing.
- Harry Bertino – 27 Condo Road, asked what the number of occupants was last year versus this year and what is the difference in the increase. He brought up an example of a building that is being charged for 22 occupants for water fee but only has five and said that it is unfair that they are already been charged for occupants that are not there for water and now have to get a daily pass to shower during the water outage.

It was noted that Mr. Bertino's question will be treated as a right to know request.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically, Mr. Spinney closed the discussion on Article #3.

Mr. Spinney read Warrant Article #4 into the record as follows:
Article 04: Road Infrastructure – Paving To see if the Waterville Estates Village District will vote to raise and appropriate the sum of One Hundred Fifty Thousand Dollars and No Cents ($150,000) for the purpose of paving Waterville Estates Village District roads. This appropriation is not included in the main operating budget. A majority vote is required. The estimated tax rate impact for the Waterville Estates Village District, if it were a single taxing district, would total $.62 per $1,000 of valuation. This amount will be apportioned between Campton and Thornton by NH Department of Revenue.

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Mr. Spinney explained that this was a way to level the tax rate and get infrastructure to the roads. Mr. Baert has a certain list of roads that he is looking to pave and resurface, and this is how it is getting done for the past three years and is currently planned to continue.
Mr. Spinney opened the floor for public comment:

- Scott Sallaway – 110 Snowood Drive asked whether there was a need to pave the roads.

Mr. Spinney noted that most of the District's roads are mountainous, and winters frost wreaks havoc on them.

- Mark Canfield, 17 Armsby Circle, spoke about the fact that this money has been set aside before there really is no additional impact. Paving the roads could have a positive impact on property values in this community. He also emphasized the importance of the Road Study for the future prospects of having the Districts' roads accepted by their respective towns.

- Harry Bertino, 27 Condo Road, said that there were agreements back in the seventies and eighties that related to roads and water.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically, Mr. Spinney closed the discussion on Article #4.

Mr. Spinney read Warrant Article #5 into the record as follows:
Article 05: Establishment of a Capital Improvement Program Committee To see if the Waterville Estates Village District will approve actions allowing the Village District Commissioners to appoint a five (5) person committee comprised of at least one Commissioner, one Waterville Estates Board member, at least one Planning Board member, one Budget Advisory Committee member, and one Village District property owner, pursuant to State RSA 674:5 establishing a Capital Improvement Program, to prepare a recommended program of Village District capital improvement projects over a period of at least six (6) years. The sole purpose and effect of the Capital Improvement program shall be to aid the Commissioners and the budget advisory committee in their considerations of an annual budget. This warrant article, per RSA 674:2 and RSA 674:5, requires the development and formal adoption of both a Master Plan and a Capital Improvement Program prior to creation of the Capital Improvement Program Committee.

Mr. Spinney explained about the CIP committee and the capital improvement plan (CIP) and how it works. There is none now. In the past the money was raised over a certain number of years or CIF money was used from WEA. CIP gives the District some way to plan for equipment and

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infrastructure replacement. The CIP Committee will plan for that and allow the District to save money gradually for these purposes.

Ms. Patti explained how NH laws allow create a CIP, and that the Commission has chosen to create a CIP Committee. She also noted that the District CIP Committee is open to at least two members how are not full-time residents in the District.
Ms. Patti then noted that she had made some small corrections to the Article 5 language (mostly numerical and grammatical).

Ms. Patti made a motion to amend the Warrant Article #5 to read as follows:
Article 05: Establishment of a Capital Improvement Program Committee
To see if the Waterville Estates Village District (WEVD) will approve actions allowing the WEVD Commissioners to appoint a five (5) person committee comprised of at least one WEVD Commissioner, one Waterville Estates Association Board member, at least one Planning Board member, one Budget Advisory Committee member, and one Village District WEVD property owner, pursuant to State RSA 674:5 establishing a Capital Improvement Program, to prepare a recommended program of Waterville Estates Village District capital improvement projects over a period of at least six (6) years. The sole purpose and effect of the Capital Improvement Program shall be to aid the Commissioners and the Budget Advisory Committee in their considerations of an annual budget.
This warrant article, per RSA 674:2 and RSA 674:5, requires the development and formal adoption of both a Master Plan and a Capital Improvement Program prior to creation of the Capital Improvement Program Committee. Mr. Spinney duly seconded, and the motion carried by roll call vote 2:0, Ms. Patti – aye, Mr. Spinney – aye.

Mr. Spinney opened the floor for public comment:

- Mark Canfield, spoke about the Planning Board, of which he is a member, coming to the realization that it is critical for the community to plan long-term for asset maintenance and possible future acquisition. Taking this approach will smooth out the impact of large purchases or repairs over a long period of time. He added that is everyone in the community would like to see more predictability in their tax rate and that in the long term he feels that this is really going to be important. Mr. Canfield also reiterated that this will be an inclusive committee that could have two full time residents as well as actually three part-time residents making the outreach considerable as he feels this is the only way to really get the whole community involved is by including everyone.
- Jack Letvinchuck asked if any consideration has been given to expand planning beyond six years. In his research most CIPs are over a 10-year period and whether the amount of capital expenses would be determined before the committee is established.

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Mr. Spinney noted that planning is at least six years but could be way longer depending on the asset. Ms. Patti said that if Article #5 were to pass, then the District will have to create the procedures regarding supporting this committee.

- Harry Bertino, said that he would like to thank everyone for the work put into planning to create this Committee and said that he thinks that other condo associations should be included on the CIP Committee.
- Elizabeth Ellinwood, 135 Snowood Drive, via Zoom asked how the expenditures that will go into the CIP be approved and whether the voters will have a say. She also asked about the CIP trust fund and how it would be funded. She also asked if CIF money could be used for funding the CIP trust fund.

Mr. Spinney said that they will be voted by the legislative body via a Warrant Article, and it would be done for both putting money into the CIP and expending from it.
Mr. Spinney said that the voters will decide each year the amount of tax money to go to the CIP trust fund depending on the CIP Committee recommendations. Mr. Spinney also answered that the Commissioners could ask WEA to contribute CIF money which will be put in the CIP trust fund. Ms. Patti added that it would depend on whether these expenditures meet WEA requirements, so the Commissioners cannot speak as to whether they would be approved or not.

- Elizabeth Ellinwood, via Zoom said that previous audits feedback already states that there should be a better way of tracking recreation expenditures. She also asked if instituting impact fees was an option.

Ms. Patti and Mr. Spinney both disagreed with that statement and said that moving to the new financial software provided by MTS has made this process very accurate and very transparent.

- Elizabeth Ellinwood, via Zoom said that it was very hard to find out what things cost, like the Planning Board consultant, and asked whether there would be any fees associated with the CIP Committee.

Ms. Patti said that there will be no costs related to the CIP Committee itself. The District has already had a reserve study done and now the CIP Committee is just going to look at what the community's needs are going forward.

Commissioners called for a recess from 11:13 AM to 11:18 AM.

- Elizabeth Ellinwood, via Zoom concerned that she was concerned that the District was not on a firm financial basis and that transparency has been lacking, especially with the Planning Board as the Master Plan survey has yet to be released even though there were

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right to know requests made by a full-time resident several times. She noted that the comments on that survey are very important as according to it half of the community did not want any change.

Mr. Spinney said that the District is and whatever happened in the past, was in the past. Going forward is what matters. He also noted that the survey said that the community was agreeable for using tax revenue to fund recreation. Mr. Spinney said that Ms. Ellinwood's request for survey publication will be treated as a right to know request and they will try to publish it as soon as possible.

- Scott Sallaway asked if the money in the Trust fund would be generating interest.

Mr. Spinney responded positively, and Ms. Patti added that it would be the Town of Campton Trustees of the Trust Fund who would manage that trust fund.

- Mark Canfield said that the development of a CIP Committee will provide extreme flexibility in addressing the uniqueness of this community. He said that he is involved in both the BAC and the Planning Board and is insulted by the comments that any of the process is not transparent. He can assure that those committees have the interest of this community at heart.

- David Paradis – Bell Valley Road, echoed Mr. Canfield's sentiment and said that the District is a lot more transparent in showing its expenditures then WEA and wished that the latter was more transparent. He also wanted to know if the order of the articles should be discussed now or later. He also asked to clarify the membership of the CIP committee.

Ms. Patti noted that the statue dictates the order and said that there will be total of five members appointed by the Commission.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically, Mr. Spinney closed the discussion on Article #2.

Mr. Spinney read Special Article Warrant Article #6 into the record as follows:
Article 06: Establishment of a Capital Improvement Program Expendable Trust Fund (Special Article): To see if the Village District will vote to establish a Capital Improvement Program Expendable Trust Fund per RSA 31:19-a, for the purpose of maintenance and upkeep of Village District infrastructure and property including the Community Center, Campton Mountain Ski Area, service yard, Village District water system, and Village

District roadways and to raise and appropriate the sum of One Thousand Dollars and No Cents ($1,000.00) to put in the fund, with this amount to come from fund balance; further to name the Village District Commissioners as agents to expend from said fund. A majority vote is required. The estimated tax rate impact for the Waterville Estates Village District, if it were a single taxing district, would total $0.0 per $1,000 of valuation. This amount will be apportioned between Campton and Thornton by NH Department of Revenue.

Ms. Patti made a motion to amend the Warrant Article #6 to read as follows:
Article 06: Establishment of a Capital Improvement Program Expendable Trust Fund (Special Article):
To see if the WATERVILLE ESTATES Village District (WEVD) will vote to establish a Capital Improvement Program Expendable Trust Fund per RSA 31:19-a, for the purpose of maintenance and upkeep of WEVD infrastructure, and property, vehicles, and equipment including the Community Center, Campton Mountain Ski Area, service yard, WEVD water system, and WEVD roadways and to raise and appropriate the sum of One Thousand Dollars and No Cents ($1,000.00) to put in the fund, with this amount to come from fund balance; further to name the WEVD Commissioners as agents to expend from said fund.
A majority vote is required.
The estimated tax rate impact for the Waterville Estates Village District, if it were a single taxing district, would total $XX per $1,000 of valuation. This amount will be apportioned between Campton and Thornton by NH Department of Revenue. Mr. Spinney duly seconded, and the motion carried by roll call vote 2:0, Ms. Patti – aye, Mr. Spinney – aye.

Ms. Patti noted that if both Articles #5 and #6 pass the Commissioners will then the trustees of the trust fund to establish the fund.

Mr. Spinney opened the floor for public comment:

- Mark Canfield, said that it was his understanding is that this article is being presented with the knowledge that the Trustees of the Trust Fund in Campton meet infrequently and that there could be a delay in getting this fund established. It makes good risk management sense for the District to get out in front and have them establish this trust fund.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically, Mr. Spinney closed the discussion on Article #6.

Mr. Spinney read Warrant Article #7 into the record as follows:
Article 07: Clarification of Number of Planning Board Members To see if the Waterville Estates Village District will vote, pursuant to RSA 673:2, III to set the Planning Board as a

5-member board. The Planning Board was previously established pursuant to RSA 673:1 at the 2020 Village District Annual Meeting.

Ms. Patti made a motion to amend Article #7 to add the Commissioner Recommendations in brackets. Mr. Spinney duly seconded, and the motion carried by roll call vote 2:0, Ms. Patti – aye, Mr. Spinney – aye.

Ms. Patti explained that the Village District has done its due diligence and there is no question that the 2020 creation of the Planning Board was lawful or legitimate. At that time the then Commissioners have proceeded with appointing five members to the Planning Board. After that, there were recommendations by the Planning Board and by Mr. Panuczak to expand the Planning Board to seven members given issues with quorum and turnover. This is what this Article is proposing.

Mr. Spinney opened the floor for public comment:

- Harry Bertino said that it was his concern that this Warrant Article was an admission of guilt. His understanding was that there should have been a vote at that meeting at that meeting to choose the number of members and if they were elected or appointed. The number has changed from five to six or seven over the years and the legislative body never got their opportunity to vote on this matter since the Planning Board was created. Other concern is that the appointments are happening randomly during the year but if they were elected it would happen at the annual meeting.

Ms. Spinney said that this was not a correction but a clarification of how many members would be on the Planning Board. Ms. Patti said that Mr. Bertino's opinion of what should have happened is not what the Commission is dealing with, which is what actually happened. She added that decision of whether the Planning Board is appointed or elected could be made at the annual meeting in the future if there is a petition to that effect.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically, Mr. Spinney closed the discussion on Article #7.

Mr. Spinney read Warrant Article #8 into the record as follows:

Article 08: Appointing Alternatives to Planning Board To see if the Waterville Estates Village District will vote, pursuant to RSA 673:6, I(a) to authorize the Waterville Estates Village District Commissioners to appoint not more than five (5) alternate members to the Planning Board. The term of each alternate member shall be 3 years.

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Mr. Spinney said that having alternates on the Planning Board will help in case there is a conflict of interest, establishing a quorum at the meeting and in case there is member turnover.

Ms. Patti made a motion to amend Article #8 to change the word "alternatives" to "alternates". Mr. Spinney duly seconded, and the motion carried by roll call vote 2:0, Ms. Patti – aye, Mr. Spinney – aye.

Mr. Spinney opened the flood for public comment:

- Mark Canfield spoke about how this makes practical sense because people can hit the ground running in case a regular board member does not want to go for another term. The alternate members are also able to provide some additional input, but they are not a voting member. He said that he highly recommends it.

Ms. Patti and Mr. Spinney both echoed Mr. Canfield's sentiment and said that once the Article #8 passed there will be a need to develop procedures as to what the role of the alternate member is.

- David Paradise asked what the term of the regular Planning Board member is and who can be an alternate member.

Ms. Patti said the term is three years for regular members. As for alternates they would also have to be registered voters in the community and the Commission will appoint them.

- Mark Canfield asked for clarifications of what was amended in Article #5.

Ms. Patti said that those were mainly grammatical issues that she saw and that she inserted after the (WEVD) after Waterville Estates Village District and then inserted that abbreviation in front of positions. The word association was not included after the Waterville Estates Board member and that was added.

After checking with Ms. Smith, it was determined that there was no one willing to address the Commission at the physical location, on the phone, or electronically, Mr. Spinney closed the discussion on Article #8.

Mr. Spinney made a motion that WEVD Commission recommends Warrant Article #2 for WEVD Operating Budget as written. Ms. Patti duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

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Mr. Spinney made a motion that WEVD Commission recommends Warrant Article #3 for Water Department Operating Budget as written. Ms. Patti duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Mr. Spinney made a motion that WEVD Commission recommends Warrant Article #4 for Road Infrastructure – Paving as written. Ms. Patti duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Mr. Spinney made a motion that WEVD Commission recommends Warrant Article #5 for Establishment of a Capital Improvement Program Committee as amended. Ms. Patti duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Mr. Spinney made a motion that WEVD Commission recommends Special Warrant Article #6 for Establishment of a Capital Improvement Program Expendable Trust Fund as amended. Ms. Patti duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Mr. Spinney made a motion that WEVD Commission recommends Warrant Article #7 for Clarification of Number of Planning Board Members as written. Ms. Patti duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Mr. Spinney made a motion that WEVD Commission recommends Warrant Article #8 for Appointing Alternatives to Planning Board as amended. Ms. Patti duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Spinney – aye.

Adjourn Meeting

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

Meeting adjourned at 11:56 AM.

Prepared by Alvina Snegach

DRAFT

Waterville Estates
Village District

562 Winterbrook Road Campton, NH 03223
Phone: (603) 726-3082 | Fax: (603) 726-8611
www.waterville-estatesnh.gov

GM Report March 12, 2025

1. The new glycol make up system has been installed in the boiler room. This system will maintain the integrity of the glycol in the system.
2. Steve Baert has had two leaks in the water system repaired. Now that warmer weather is upon us he is preparing the equipment for spring and summer maintenance projects.
3. Shawn Pelchat is preparing for his department's spring and summer projects.
4. Allison Smith has been busy preparing for the annual meeting.

Check Manifest - by Payee

Date: 2/18/2025 **Batch ID:** 349 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
1628	SYSTEM	**2/18/2025**	**160**	**AMAZON**			
	1JK3-1DJP-DNTR			2/13/2025	47.95	0.00	47.95
	01.4314.003.614 / B&G - CLEANING SUPPLIES					47.95	
	Nitrile Disposable Gloves						
	1JND-HHRC-69TV			2/11/2025	65.31	0.00	65.31
	01.4314.003.614 / B&G - CLEANING SUPPLIES					65.31	
	Shanpoio and Body Wash						
	1K7R-11DM-XTR3			2/16/2025	26.97	0.00	26.97
	01.4314.003.617 / B&G - LANDSCAPING					13.99	
	Snow Blower Auger Belt						
	01.4314.003.617 / B&G - LANDSCAPING					12.98	
	Auger Clutch						
	1K7R-11DM-XTR3-B			2/16/2025	75.90	0.00	75.90
	01.4314.003.617 / B&G - LANDSCAPING					75.90	
	2 - Chute Rotation Rod						
	1PPN-KCMX-1TTK			2/12/2025	39.96	0.00	39.96
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					39.96	
	Taylor Reagent #3						
	1XGH-RM7J-PMGD			2/14/2025	39.88	0.00	39.88
	01.4314.003.611 / B&G - SMALL TOOLS					39.88	
	16" Snap Ring Pliers Set						
					Total Check #:	**1628**	**295.97**
1629	SYSTEM	**2/18/2025**	**250**	**AMERIGAS**			
	741612487			1/25/2025	139.20	0.00	139.20
	01.4314.003.341 / B&G - HEAT					139.20	
	Propane						
					Total Check #:	**1629**	**139.20**
1630	SYSTEM	**2/18/2025**	**9732**	**AMERIGAS - FIREPLACE 202318214**			
	33173762176			1/21/2025	140.29	0.00	140.29
	01.4314.003.341 / B&G - HEAT					140.29	
	90.2 Gallons PropaneDispatch Fee for FP Tank						
					Total Check #:	**1630**	**140.29**

Check Manifest - by Payee

Date: 2/18/2025 **Batch ID:** 349 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
1631	SYSTEM	**2/18/2025**	**980**	**CERTIFIED COMPUTER SOLUTIONS, LLC**			
	22778			2/12/2025	2,269.25	0.00	2,269.25
	01.4130.002.320 / EXEC - LICENSES & FEES					2,269.25	
	Service Contract						
					Total Check #:	**1631**	**2,269.25**
1632	SYSTEM	**2/18/2025**	**1140**	**CLIFFORD AIR HVAC & REFRIGERATION**			
	41038			2/17/2025	5,116.31	0.00	5,116.31
	01.4314.003.631 / B&G - BOILER MAINTENANCE					5,116.31	
	Repaired Unit 2 not working is the boilder for the domestic hot water.						
					Total Check #:	**1632**	**5,116.31**
1633	SYSTEM	**2/18/2025**	**1770**	**EASTERN MINERALS, INC.**			
	064087			2/07/2025	1,852.08	0.00	1,852.08
	01.4312.002.819 / HWY - ROAD SAND & SALT					1,852.08	
	Salt						
					Total Check #:	**1633**	**1,852.08**
1634	SYSTEM	**2/18/2025**	**9719**	**L.E. Johnston Construction Inc.**			
	2025041			2/18/2025	1,710.00	0.00	1,710.00
	01.4314.003.630 / B&G - BUILDING REPAIRS					1,710.00	
	Repaired water leak at Community Center						
					Total Check #:	**1634**	**1,710.00**
1635	SYSTEM	**2/18/2025**	**3395**	**LIVunLtd**			
	CINV-095264			2/14/2025	325.00	0.00	325.00
	01.4520.003.821 / REC - GYM EQUIPMENT INSPECTION					325.00	
	Quarterly GoldPMService with D&P						
					Total Check #:	**1635**	**325.00**
1636	SYSTEM	**2/18/2025**	**3970**	**MUNICIPAL RESOURCES, INC.**			
	25685			2/12/2025	1,354.17	0.00	1,354.17
	01.4130.002.391 / EXEC - PAYROLL PROCESSING					1,354.17	

Check Manifest - by Payee

Date: 2/18/2025 **Batch ID:** 349 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		Payroll Services for January 2025					
					Total Check #:	**1636**	**1,354.17**
1637	ACH	**2/18/2025**	**4110**	**NEW HAMPSHIRE DISTRIBUTORS, INC.**			***ACH***
	264639			1/15/2025	342.25	0.00	342.25
		03.3409.001.007 / COG - BEER				342.25	
		Beer Product					
	278697			2/12/2025	391.45	0.00	391.45
		03.3409.001.007 / COG - BEER				391.45	
		Beer Product					
	278698			2/12/2025	66.00	0.00	66.00
		03.3409.001.007 / COG - BEER				66.00	
		Beer Product					
	722851			2/12/2025	-100.00	0.00	-100.00
		03.3409.001.007 / COG - BEER				-100.00	
		Beer Keg Credit					
					Total Check #:	**1637**	**699.70**
1638	SYSTEM	**2/18/2025**	**4260**	**NHAV**			
	NHAV			2/11/2025	3,515.00	0.00	3,515.00
		01.4130.002.322 / EXEC - ANNUAL MEETING				3,515.00	
		WEVD Annual Meeting 2025 Audio Visual Setup					
					Total Check #:	**1638**	**3,515.00**
1639	SYSTEM	**2/18/2025**	**4540**	**O'REILLY AUTO PARTS**			
	4989-322590			2/11/2025	267.38	0.00	267.38
		01.4314.003.826 / B&G - VEHICLE MAINTENANCE				267.38	
		U-Joint for 2018 Ford F-350					
					Total Check #:	**1639**	**267.38**
1640	SYSTEM	**2/18/2025**	**4840**	**PIKE INDUSTRIES**			
	1313451			2/07/2025	976.18	0.00	976.18
		01.4312.002.819 / HWY - ROAD SAND & SALT				976.18	
		45.83 tons Dry Screened Sand					

Check Manifest - by Payee

Date: 2/18/2025 **Batch ID:** 349 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #:	**1640**	**976.18**
1641	SYSTEM	**2/18/2025**	**9560**	**SHAWN PELCHAT - E**			
	SMALL ENGINE BARN			2/13/2025	34.00	0.00	34.00
	01.4314.003.617 / B&G - LANDSCAPING					34.00	
	Parts for snowblower						
					Total Check #:	**1641**	**34.00**
1642	SYSTEM	**2/18/2025**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			
	398801818			2/05/2025	1,211.28	0.00	1,211.28
	03.3409.002.610 / COG - BAR SUPPLIES					190.57	
	Bar Supplies						
	03.4522.003.612 / SKI - KITCHEN SUPPLIES					146.74	
	Kitchen Supplies						
	03.3409.001.002 / COG - FOOD					873.97	
	Food Purchase						
	398810532			2/14/2025	2,657.58	0.00	2,657.58
	03.3409.002.610 / COG - BAR SUPPLIES					175.28	
	Bar Supplies						
	03.4522.003.612 / SKI - KITCHEN SUPPLIES					418.16	
	Kitchen Supplies						
	03.3409.001.002 / COG - FOOD					2,064.14	
	Bar Supplies, Kitchen Supplies and Food Purchase						
					Total Check #:	**1642**	**3,868.86**
1643	SYSTEM	**2/18/2025**	**9120**	**TEAM EJP CONCORD, NH**			
	6446525			2/11/2025	387.75	0.00	387.75
	02.4331.520.861 / WTR - LEAK REPAIRS					387.75	
	1 1/4 Coupling and Tube 250						
					Total Check #:	**1643**	**387.75**
1644	SYSTEM	**2/18/2025**	**6240**	**UPTON & HATFIELD, LLP**			
	BILL # 172264			2/10/2025	6,655.00	0.00	6,655.00
	01.4130.002.323 / EXEC - LEGAL SERVICES					6,655.00	
	Professional Services General						

Check Manifest - by Payee

Date: 2/18/2025 **Batch ID:** 349 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #: **1644**		**6,655.00**
1645	ACH	**2/18/2025**	**6450**	**WATERVILLE ESTATES VILLAGE DISTRICT**			***ACH***
	0-000-879-873			2/12/2025	1,882.00	0.00	1,882.00
		03.2020.000.007 / ROOMS & MEALS TAX				1,940.00	
		Meals and Rentals Tax Return					
		03.3400.000.002 / ROOMS & MEALS DISCOUNT				-58.00	
		Meals and Rentals Tax Return					
					Total Check #: **1645**		**1,882.00**

Check Manifest - by Payee

Date: 2/18/2025 **Batch ID:** 349 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
2/18/2025	**Check Manifest**		**Batch:**	**349**	**Chk Count:**	**18**	**Total Amnt:**	**31,488.14**

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	24,649.83
02	WATER FUND	387.75
03	RECREATION FUND	6,450.56

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 2/27/2025 **Batch ID:** 350 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
1646	SYSTEM	**2/27/2025**	**80**	**AFLAC**			
	273345			2/28/2025	575.20	0.00	575.20
		01.2020.000.008 / AFLAC PAYABLE				575.20	
		Feruary Billing Period					
					Total Check #:	**1646**	**575.20**
1647	SYSTEM	**2/27/2025**	**150**	**ALVINA SNEGACH**			
	2182025			2/18/2025	112.50	0.00	112.50
		01.4130.002.390 / EXEC - CONSULTING				112.50	
		WE Commissioners Meeting 2/18/25					
					Total Check #:	**1647**	**112.50**
1648	SYSTEM	**2/27/2025**	**160**	**AMAZON**			
	17J6-TCNX-N13F			2/18/2025	59.39	0.00	59.39
		01.4314.003.611 / B&G - SMALL TOOLS				59.39	
		BALL JOINT PRESS					
	1DJM=6W3K-PN94			2/14/2025	160.89	0.00	160.89
		03.3409.001.002 / COG - FOOD				98.00	
		Kirkland Popcorn					
		01.4521.003.610 / FD - SUPPLIES				62.89	
		Puzzle Board w/Drawer & 1000 Pc Puzzle					
	1HCP-9FDQ-Q9C9			2/14/2024	17.63	0.00	17.63
		01.4521.003.610 / FD - SUPPLIES				17.63	
		Business Card Holder and Organizer Box					
	1L63-9VR9-PNRN			2/18/2025	69.29	0.00	69.29
		01.4314.003.617 / B&G - LANDSCAPING				69.29	
		FRICTION WHEEL ASSEMBLY					
	1LVK-QCGJ-TTX3			2/19/2025	62.84	0.00	62.84
		03.4522.002.610 / SKI - BAR SUPPLIES				62.84	
		HAND WARMERS					
	1PNR-1JL3-PDLW			2/18/2025	12.00	0.00	12.00
		01.4314.003.614 / B&G - CLEANING SUPPLIES				12.00	
		BARRIER CAUTION TAPE					
	1RQN-KYJP-DFMJ			2/24/2025	25.83	0.00	25.83

Check Manifest - by Payee

Date: 2/27/2025 **Batch ID:** 350 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
Invoice #			PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
			01.4314.003.630 / B&G - BUILDING REPAIRS			25.83	
			Urinal Repair Kit				
1YL7-C6XD-7YHV				2/17/2025	104.32	0.00	104.32
			03.4522.002.610 / SKI - BAR SUPPLIES			104.32	
			Insole Foot Warmers				
					Total Check #:	**1648**	**512.19**
1649	ACH	**2/27/2025**	**280**	**AMOSKEAG BEVERAGES, INC.**			***ACH***
3695504				2/13/2025	72.00	0.00	72.00
			03.3409.001.007 / COG - BEER			72.00	
			Beer				
3695583				2/18/2025	80.00	0.00	80.00
			03.3409.001.007 / COG - BEER			80.00	
			5 Kegs Returned				
3695584				2/18/2025	43.00	0.00	43.00
			03.3409.001.007 / COG - BEER			43.00	
			1 Keg Returned				
3703030				2/20/2025	341.90	0.00	341.90
			03.3409.001.007 / COG - BEER			341.90	
			BEER				
3703032				2/20/2025	7.90	0.00	7.90
			03.3409.001.007 / COG - BEER			7.90	
			Kegs Returned				
					Total Check #:	**1649**	**544.80**
1650	SYSTEM	**2/27/2025**	**7060**	**COCA COLA BOTTLING COMPANY**			
45729553008				1/22/2025	1,009.90	0.00	1,009.90
			03.3409.001.005 / COG - NON-ALOCHOLIC BEVERAGES			1,009.90	
			Soda, Fruit Drinks				
					Total Check #:	**1650**	**1,009.90**
1651	SYSTEM	**2/27/2025**	**1270**	**CONSOLIDATED COMMUNICATION**			
113295354210				2/18/2025	129.47	0.00	129.47
			01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES			129.47	
			1/18 - 2/17/25 Community Ctr. Fire Alarm				

Check Manifest - by Payee

Date: 2/27/2025 **Batch ID:** 350 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #:	**1651**	**129.47**
1652	SYSTEM	**2/27/2025**	**1360**	**CONSOLIDATED COMMUNICATIONS**			
	113298733142			2/18/2025	246.10	0.00	246.10
	02.4331.520.350 / WTR - TELEPHONE					246.10	
	1/18/25 - 2/17/2025 Telephone Line						
					Total Check #:	**1652**	**246.10**
1653	SYSTEM	**2/27/2025**	**9040**	**CONTINENTAL UTILITY SOLUTIONS**			
	INVC-11492			2/17/2025	3,000.00	0.00	3,000.00
	02.4331.520.342 / WTR - COMPUTER SUPPORT					3,000.00	
	5/1/25 - 4/30/2026 UMS. NET Annual Technical Support & Maintenance						
					Total Check #:	**1653**	**3,000.00**
1654	SYSTEM	**2/27/2025**	**1770**	**EASTERN MINERALS, INC.**			
	INV064474			2/14/2025	1,887.24	0.00	1,887.24
	01.4312.002.819 / HWY - ROAD SAND & SALT					1,887.24	
	Salt deliver 2/11/25						
					Total Check #:	**1654**	**1,887.24**
1655	SYSTEM	**2/27/2025**	**2630**	**HEALTH TRUST**			
	001545625			2/18/2025	20,649.94	0.00	20,649.94
	02.4331.520.211 / WTR - DENTAL INSURANCE					1,981.26	
	Billing Period 3/1/25 - 3/31/2025						
	02.4331.520.210 / WTR - HEALTH INSURANCE					79.50	
	Billing Period 3/1/25 - 3/31/2025						
	01.4314.001.211 / B&G - DENTAL INSURANCE					6,604.20	
	Billing Period 3/1/25 - 3/31/2025						
	01.4314.001.211 / B&G - DENTAL INSURANCE					314.46	
	Billing Period 3/1/25 - 3/31/2025						
	01.4521.001.210 / FD - HEALTH INSURANCE					2,641.68	
	Billing Period 3/1/25 - 3/31/2025						
	01.4521.001.211 / FD - DENTAL INSURANCE					106.02	
	Billing Period 3/1/25 - 3/31/2025						
	01.4130.001.210 / EXEC - HEALTH INSURANCE					5,943.76	
	Billing Period 3/1/25 - 3/31/2025						

Check Manifest - by Payee

Date: 2/27/2025 **Batch ID:** 350 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
Invoice #			PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		01.4130.001.211 / EXEC - DENTAL INSURANCE				231.35	
		Billing Period 3/1/25 - 3/31/2025					
		03.4520.001.210 / REC - HEALTH INSURANCE				1,320.84	
		Billing Period 3/1/25 - 3/31/2025					
		03.4520.001.211 / REC - DENTAL INSURANCE				53.01	
		Billing Period 3/1/25 - 3/31/2025					
		01.4312.001.210 / HWY - HEALTH INSURANCE				1,320.84	
		Billing Period 3/1/25 - 3/31/2025					
		01.4312.001.211 / HWY - DENTAL INSURANCE				53.02	
		Billing Period 3/1/25 - 3/31/2025					
					Total Check #:	**1655**	**20,649.94**
1656	SYSTEM	**2/27/2025**	**2850**	**IRVING ENERGY**			
62048				2/14/2025	5,114.03	0.00	5,114.03
		01.4312.002.823 / HWY - DIESEL				5,114.03	
		1058.4 Gallons Diesel					
					Total Check #:	**1656**	**5,114.03**
1657	SYSTEM	**2/27/2025**	**3170**	**JP PEST SERVICES**			
4033773				2/19/2025	240.00	0.00	240.00
		01.4520.003.619 / REC - PEST CONTROL				240.00	
		Community Center Protection Program					
4033774				2/19/2025	156.00	0.00	156.00
		01.4520.003.619 / REC - PEST CONTROL				156.00	
		Ski Lodge Protection Program					
					Total Check #:	**1657**	**396.00**
1658	SYSTEM	**2/27/2025**	**7670**	**JUSTIN FERREN**			
2242025				2/24/2025	450.00	0.00	450.00
		03.4522.003.611 / SKI - ENTERTAINMENT				450.00	
		Ski Lodge Entertainment 3-1-25					
					Total Check #:	**1658**	**450.00**
1659	SYSTEM	**2/27/2025**	**3710**	**MB TRACTORS**			
TW33095				2/18/2025	275.00	0.00	275.00

Check Manifest - by Payee

Date: 2/27/2025 **Batch ID:** 350 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		01.4314.003.827 / B&G - EQUIPMENT REPAIRS				275.00	
		Unit did not start or run. Found Turbo on mower had blown up.					
					Total Check #:	**1659**	**275.00**
1660	SYSTEM	**2/27/2025**	**3970**	**MUNICIPAL RESOURCES, INC.**			
	25710			2/28/2025	2,257.50	0.00	2,257.50
		01.4130.002.390 / EXEC - CONSULTING				2,257.50	
		Finance Servicdes for January 2025.					
					Total Check #:	**1660**	**2,257.50**
1661	SYSTEM	**2/27/2025**	**9736**	**NEW ENGLAND WATER DISTRIBUTIONSERVICE**			
	31768			2/24/2025	1,455.00	0.00	1,455.00
		02.4331.520.861 / WTR - LEAK REPAIRS				1,455.00	
		Leak Detection					
					Total Check #:	**1661**	**1,455.00**
1662	ACH	**2/27/2025**	**4110**	**NEW HAMPSHIRE DISTRIBUTORS, INC.**			***ACH***
	282717			2/20/2025	-67.45	0.00	-67.45
		03.3409.001.007 / COG - BEER				-67.45	
		Tuckerman Cider					
	282718			2/20/2025	991.00	0.00	991.00
		03.3409.001.007 / COG - BEER				991.00	
		Pallets of Beer					
	283626			2/21/2025	164.40	0.00	164.40
		03.3409.001.007 / COG - BEER				164.40	
		Mic Ultra Beer					
					Total Check #:	**1662**	**1,087.95**
1663	SYSTEM	**2/27/2025**	**9270**	**NH ELECTRIC CO-OP**			
	1/10 - 2/11/25			2/13/2025	3,542.42	0.00	3,542.42
		02.4331.520.340 / WTR - ELECTRICITY				3,542.42	
		1/10/25 - 2/11/2025 Service					
					Total Check #:	**1663**	**3,542.42**

Check Manifest - by Payee

Date: 2/27/2025 **Batch ID:** 350 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
1664	SYSTEM	**2/27/2025**	**4840**	**PIKE INDUSTRIES**			
	131375			2/14/2025	1,947.67	0.00	1,947.67
	01.4312.002.819 / HWY - ROAD SAND & SALT						1,947.67
	Dry screened sand on 2/11/25						
					Total Check #:	**1664**	**1,947.67**
1665	SYSTEM	**2/27/2025**	**6180**	**UNIFIRST CORPORATION**			
	1070396042			2/13/2025	147.37	0.00	147.37
	01.4521.003.610 / FD - SUPPLIES						43.81
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towels4x6 WE Rug						
	01.4314.003.614 / B&G - CLEANING SUPPLIES						31.55
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towels4x6 WE Rug						
	03.4523.002.610 / LNG - BAR SUPPLIES						31.55
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towels4x6 WE Rug						
	01.4312.002.610 / HWY - SHOP SUPPLIES						31.56
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towels4x6 WE Rug						
	03.4522.003.610 / SKI - CLEANING SUPPLIES						0.26
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towels4x6 WE Rug						
	01.4314.003.614 / B&G - CLEANING SUPPLIES						8.64
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towels4x6 WE Rug						
	1070397845			2/20/2025	147.37	0.00	147.37
	01.4521.003.610 / FD - SUPPLIES						43.81
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towel &4x6 WE Rug						
	01.4314.003.614 / B&G - CLEANING SUPPLIES						31.55
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towel &4x6 WE Rug						
	03.4523.002.610 / LNG - BAR SUPPLIES						31.55
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towel &4x6 WE Rug						
	01.4312.002.610 / HWY - SHOP SUPPLIES						31.56
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towel &4x6 WE Rug						
	03.4522.003.610 / SKI - CLEANING SUPPLIES						0.26
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towel &4x6 WE Rug						
	01.4314.003.614 / B&G - CLEANING SUPPLIES						8.64
	Terry Cloths, Bag Rack, Laundry Bags, Beach Towel &4x6 WE Rug						
					Total Check #:	**1665**	**294.74**
1666	SYSTEM	**2/27/2025**	**6680**	**XEROX FINANCIAL SERVICES**			
	40189718			2/08/2025	433.41	0.00	433.41

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Date: 2/27/2025 **Batch ID:** 350 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
Invoice #			PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
			01.4520.002.618 / REC - COPIER LEASE				144.47
			1/30/25 - 2/27/2025 Equipment Protection for Copier C300I				
			02.4331.520.618 / WTR - COPIER LEASE				144.47
			1/30/25 - 2/27/2025 Equipment Protection for Copier C300I				
			01.4520.002.618 / REC - COPIER LEASE				144.47
			1/30/25 - 2/27/2025 Equipment Protection for Copier C300I				
					Total Check #:	**1666**	**433.41**

Check Manifest - by Payee

Date: 2/27/2025 **Batch ID:** 350 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid

2/27/2025 Check Manifest Batch: 350 Chk Count: 21 Total Amnt: 45,921.06

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	30,677.03
02	WATER FUND	10,448.75
03	RECREATION FUND	4,795.28

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 3/06/2025 **Batch ID:** 351 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
1667	SYSTEM	**3/06/2025**	**150**	**ALVINA SNEGACH**			
	22225			2/22/2025	162.50	0.00	162.50
	01.4130.002.390 / EXEC - CONSULTING						162.50
	WEVD Commission Meeting 2/22/25						
					Total Check #:	**1667**	**162.50**
1668	SYSTEM	**3/06/2025**	**160**	**AMAZON**			
	14TH-H16D-7QFT			2/26/2025	57.77	0.00	57.77
	01.4521.003.610 / FD - SUPPLIES						57.77
	St. Patrickl's Day Decorations						
	1C11-XR7H-F1F7			2/21/2025	91.94	0.00	91.94
	03.3409.001.003 / COG - GENERAL MERCHANDISE						91.94
	Kids Floaties, Adult Swim Goggles and Kids Goggles						
	1CMT-DXRG-DHM6			3/03/2025	55.97	0.00	55.97
	01.4314.003.630 / B&G - BUILDING REPAIRS						55.97
	2 Urinal Rebuild Kits						
	1GW3-W619-DKVW			3/03/2025	117.23	0.00	117.23
	03.4522.003.610 / SKI - CLEANING SUPPLIES						117.23
	Paper Towels and Toilet Paper						
	1LJR-N4TG-RY7M			2/28/2025	51.66	0.00	51.66
	01.4314.003.630 / B&G - BUILDING REPAIRS						51.66
	2 Urinal Rebuild Kits						
	1Q3T-37P6-DJPC			3/03/2025	14.99	0.00	14.99
	01.4314.003.617 / B&G - LANDSCAPING						14.99
	2 Tire Innertubes						
					Total Check #:	**1668**	**389.56**
1669	SYSTEM	**3/06/2025**	**220**	**AMERIGAS**			
	317443094[illegible]			2/18/2025	1,426.24	0.00	1,426.24
	01.4522.002.341 / SKI - BUILDING HEAT						1,426.24
	715.2 Gallons Propanefor Ski Lodge						
					Total Check #:	**1669**	**1,426.24**
1670	ACH	**3/06/2025**	**9697**	**BANK OF NEW HAMPSHIRE**			***ACH***

Check Manifest - by Payee

Date: 3/06/2025 **Batch ID:** 351 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	1-400011608				2/11/2025	399.70	0.00	399.70
	01.4711.000.004 / DEBT - PRINCIPAL PAYMENTS - BANK OF NH TRAILER							363.97
	Principal and Interest on Trailer							
	01.4721.000.004 / DEBT - INTEREST PAYMENTS - BANK NH TRAILER							35.73
	Principal and Interest on Trailer							
						Total Check #:	**1670**	**399.70**
1671	SYSTEM	**3/06/2025**	**1290**	**CONSOLIDATED COMMUNICATIONS**				
	4061840317				2/24/2025	121.00	0.00	121.00
	01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES							121.00
	1/24 - 2/23/25 Service							
						Total Check #:	**1671**	**121.00**
1672	SYSTEM	**3/06/2025**	**1300**	**CONSOLIDATED COMMUNICATIONS**				
	4062057157				2/24/2025	3.60	0.00	3.60
	01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES							3.60
	1/24 - 2/23/25 Service							
						Total Check #:	**1672**	**3.60**
1673	SYSTEM	**3/06/2025**	**1330**	**CONSOLIDATED COMMUNICATIONS**				
	4019573983				2/21/2025	121.00	0.00	121.00
	01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES							121.00
	1/21 - 2/20/2025 Service							
						Total Check #:	**1673**	**121.00**
1674	SYSTEM	**3/06/2025**	**9737**	**Erica Benton**				
	3325				3/03/2025	600.00	0.00	600.00
	03.4522.003.611 / SKI - ENTERTAINMENT							600.00
	Entertainment ski lodge 3/8/25							
						Total Check #:	**1674**	**600.00**
1675	SYSTEM	**3/06/2025**	**1890**	**EVERSOURCE**				
	6455091				2/27/2025	136.56	0.00	136.56
	01.4522.002.340 / SKI - ELECTRIC							136.56

Check Manifest - by Payee

Date: 3/06/2025 **Batch ID:** 351 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		1/29 - 2/27/25 Service						
						Total Check #:	**1675**	**136.56**
1676	SYSTEM	**3/06/2025**	**1910**	**EVERSOURCE**				
	4890067				2/27/2025	405.09	0.00	405.09
		02.4331.520.340 / WTR - ELECTRICITY					405.09	
		1/29 - 2/27/25 Service						
						Total Check #:	**1676**	**405.09**
1677	SYSTEM	**3/06/2025**	**1920**	**EVERSOURCE**				
	0751028				2/27/2025	18.91	0.00	18.91
		01.4522.002.340 / SKI - ELECTRIC					18.91	
		1/29 - 2/27/25 Service						
						Total Check #:	**1677**	**18.91**
1678	SYSTEM	**3/06/2025**	**1930**	**EVERSOURCE**				
	9101063				2/27/2025	6,621.20	0.00	6,621.20
		01.4314.003.340 / B&G - ELECTRIC					6,621.20	
		1/29 - 2/27/25 Service						
						Total Check #:	**1678**	**6,621.20**
1679	SYSTEM	**3/06/2025**	**1990**	**EVERSOURCE**				
	4890085				2/27/2025	172.09	0.00	172.09
		01.4312.003.340 / HWY - ELECTRIC					172.09	
		1/29 - 2/27/25 Service @ 8 Snow Trail						
						Total Check #:	**1679**	**172.09**
1680	SYSTEM	**3/06/2025**	**2020**	**EVERSOURCE**				
	4890026				2/27/2025	125.88	0.00	125.88
		01.4312.003.340 / HWY - ELECTRIC					125.88	
		1/29 - 2/27/25 Service						
						Total Check #:	**1680**	**125.88**

Check Manifest - by Payee

Date: 3/06/2025 **Batch ID:** 351 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
1681	SYSTEM	**3/06/2025**	**2040**	**EVERSOURCE**				
	4735011				2/27/2025	536.55	0.00	536.55
	01.4522.002.340 / SKI - ELECTRIC						536.55	
	1/29 - 2/27/25 Service							
						Total Check #:	**1681**	**536.55**
1682	SYSTEM	**3/06/2025**	**7270**	**EVERSOURCE**				
	5890092				2/27/2025	1,840.52	0.00	1,840.52
	01.4522.002.340 / SKI - ELECTRIC						1,840.52	
	1/29 - 2/27/25 Service							
						Total Check #:	**1682**	**1,840.52**
1683	SYSTEM	**3/06/2025**	**7280**	**EVERSOURCE**				
	4890025				2/27/2025	754.13	0.00	754.13
	02.4331.520.340 / WTR - ELECTRICITY						754.13	
	1/29 - 2/27/25 Service							
						Total Check #:	**1683**	**754.13**
1684	SYSTEM	**3/06/2025**	**7300**	**EVERSOURCE**				
	1551029				2/27/2025	281.49	0.00	281.49
	02.4331.520.340 / WTR - ELECTRICITY						281.49	
	1/29 - 2/27/25 Service							
						Total Check #:	**1684**	**281.49**
1685	SYSTEM	**3/06/2025**	**7310**	**EVERSOURCE**				
	8101039				2/27/2025	471.49	0.00	471.49
	01.4522.002.340 / SKI - ELECTRIC						471.49	
	1/29 - 2/27/25 Service							
						Total Check #:	**1685**	**471.49**
1686	SYSTEM	**3/06/2025**	**7320**	**EVERSOURCE**				
	4126058				2/27/2025	18.58	0.00	18.58
	02.4331.520.340 / WTR - ELECTRICITY						18.58	

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Date: 3/06/2025 **Batch ID:** 351 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		1/29 - 2/27/25 Service					
					Total Check #:	**1686**	**18.58**
1687	SYSTEM	**3/06/2025**	**7330**	**EVERSOURCE**			
	5126092			2/27/2025	20.78	0.00	20.78
		02.4331.520.340 / WTR - ELECTRICITY				20.78	
		1/29 - 2/27/25 Service					
					Total Check #:	**1687**	**20.78**
1688	SYSTEM	**3/06/2025**	**9130**	**EVERSOURCE**			
	6494017			2/27/2025	193.32	0.00	193.32
		02.4331.520.340 / WTR - ELECTRICITY				193.32	
		1/29 - 2/27/25 Service					
					Total Check #:	**1688**	**193.32**
1689	SYSTEM	**3/06/2025**	**9140**	**EVERSOURCE**			
	1129021			2/27/2025	3,328.70	0.00	3,328.70
		02.4331.520.340 / WTR - ELECTRICITY				3,328.70	
		1/29 - 2/27/25 Service					
					Total Check #:	**1689**	**3,328.70**
1690	SYSTEM	**3/06/2025**	**7480**	**HANDYMAN HARDWARE INC.**			
	B462416			2/03/2025	24.30	0.00	24.30
		01.4314.003.611 / B&G - SMALL TOOLS				27.00	
		9 in. long Plier Locking					
		01.4314.003.611 / B&G - SMALL TOOLS				-2.70	
		9 in. long Plier Locking					
	B462677			2/05/2025	14.85	0.00	14.85
		01.4312.002.610 / HWY - SHOP SUPPLIES				16.50	
		3 Vinyl Hook Storage and Fine Point Marker					
		01.4312.002.610 / HWY - SHOP SUPPLIES				-1.65	
		3 Vinyl Hook Storage and Fine Point Marker					
	B462751			2/03/2025	31.50	0.00	31.50
		01.4312.002.610 / HWY - SHOP SUPPLIES				35.00	
		GFCI Wall Recepticle					

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Payment #	Type	Check Date	Vendor ID / Payee	Invoice # / PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
			01.4312.002.610 / HWY - SHOP SUPPLIES				-3.50	
			GFCI Wall Recepticle					
				B463347	2/11/2025	92.70	0.00	92.70
			01.4314.003.630 / B&G - BUILDING REPAIRS				103.00	
			Large Tube Cutter, Valve Ball, Coupling & Valve Check					
			01.4314.003.630 / B&G - BUILDING REPAIRS				-10.30	
			Large Tube Cutter, Valve Ball, Coupling & Valve Check					
				B463464	2/12/2025	28.89	0.00	28.89
			01.4522.003.662 / SKI - SKI AREA REPAIRS				32.10	
			Blue Glossy Paint, 8x3/4 Drill and Misc. Fasteners					
			01.4522.003.662 / SKI - SKI AREA REPAIRS				-3.21	
			Blue Glossy Paint, 8x3/4 Drill and Misc. Fasteners					
				B463707	2/14/2025	0.58	0.00	0.58
			01.4312.002.610 / HWY - SHOP SUPPLIES				0.65	
			Misc. Fasteners					
			01.4312.002.610 / HWY - SHOP SUPPLIES				-0.07	
			Misc. Fasteners					
				B463724	2/14/2025	40.00	0.00	40.00
			01.4520.003.620 / REC - MISC EXPENSES				40.00	
			20# Propane Refill					
				B464320	2/19/2025	20.74	0.00	20.74
			01.4314.003.609 / B&G - DEPT UNIFORMS				9.00	
			Misc. Fasteners					
			01.4522.003.663 / SKI - LIFT MAINTENANCE				14.04	
			8 oz. Sno-Seal and Misc. Fasteners					
			01.4522.003.663 / SKI - LIFT MAINTENANCE				-2.30	
			8 oz. Sno-Seal and Misc. Fasteners					
				B464442	2/02/2025	54.00	0.00	54.00
			01.4522.003.663 / SKI - LIFT MAINTENANCE				60.00	
			Fence Snow Guard and Fender Washer					
			01.4522.003.663 / SKI - LIFT MAINTENANCE				-6.00	
			Fence Snow Guard and Fender Washer					
				B464564	2/21/2025	80.10	0.00	80.10
			01.4314.003.615 / B&G - SUPPLIES				89.00	
			Cable Tie and Zip Ties					
			01.4314.003.615 / B&G - SUPPLIES				-8.90	
			Cable Tie and Zip Ties					

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Date: 3/06/2025 **Batch ID:** 351 **BANK OF NH - DISTRICT**

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	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken		Amount Paid
	B464565			2/21/2025	3.60	0.00		3.60
	01.4314.003.611 / B&G - SMALL TOOLS						4.00	
	Stainless Steel Scissor							
	01.4314.003.611 / B&G - SMALL TOOLS						-0.40	
	Stainless Steel Scissor							
	B465070			2/25/2025	11.70	0.00		11.70
	01.4522.003.663 / SKI - LIFT MAINTENANCE						13.00	
	Valve Shut Off Fuel In-LI and Hose Clamp							
	01.4522.003.663 / SKI - LIFT MAINTENANCE						-1.30	
	Valve Shut Off Fuel In-LI and Hose Clamp							
	B465200			2/26/2025	23.40	0.00		23.40
	01.4314.003.615 / B&G - SUPPLIES						26.00	
	Lubricating Oil, Lube Pntrt and Hose Clamp							
	01.4314.003.615 / B&G - SUPPLIES						-2.60	
	Lubricating Oil, Lube Pntrt and Hose Clamp							
	B465400			2/28/2025	2.70	0.00		2.70
	01.4314.003.611 / B&G - SMALL TOOLS						3.00	
	4-Way Valve Tool							
	01.4314.003.611 / B&G - SMALL TOOLS						-0.30	
	4-Way Valve Tool							
					Total Check #:	**1690**		**429.06**
1691	SYSTEM	**3/06/2025**	**9594**	**JOHNSON CONTROLS SECURITY SOLUTIONS**				
	40981001			2/06/2025	200.00	0.00		200.00
	01.4299.001.812 / PSAFE - SECURITY ALARM MAINTENANCE						200.00	
	Installation Charge							
					Total Check #:	**1691**		**200.00**
1692	SYSTEM	**3/06/2025**	**9719**	**L.E. Johnston Construction Inc.**				
	2025048			3/03/2025	3,050.00	0.00		3,050.00
	02.4331.520.861 / WTR - LEAK REPAIRS						3,050.00	
	2/24/25 Repaired waterleaks on Morrill Circle & dug up water shutoff on Issac Fo							
	2025049			3/03/2025	5,000.00	0.00		5,000.00
	02.4331.520.861 / WTR - LEAK REPAIRS						5,000.00	
	Repair waterleak on Issac Fox Road							

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	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #:	**1692**	**8,050.00**
1693	SYSTEM	**3/06/2025**	**3420**	**LOUIE VALENTE**			
	941179			2/18/2025	250.00	0.00	250.00
		01.4520.003.661 / REC - KITCHEN EQUIPMENT REPAIRS				250.00	
		Service Call - Ski Mtn. Flat top won't lightRepaired pilot assembly, adjust a					
					Total Check #:	**1693**	**250.00**
1694	ACH	**3/06/2025**	**4110**	**NEW HAMPSHIRE DISTRIBUTORS, INC.**		***ACH***	
	285495			2/26/2025	24.50	0.00	24.50
		03.3409.001.007 / COG - BEER				24.50	
		Ginger Beer					
					Total Check #:	**1694**	**24.50**
1695	SYSTEM	**3/06/2025**	**4540**	**O'REILLY AUTO PARTS**			
	4989-325199			2/25/2025	23.43	0.00	23.43
		01.4314.003.827 / B&G - EQUIPMENT REPAIRS				23.43	
		Choke Kit and Control Cable					
					Total Check #:	**1695**	**23.43**
1696	SYSTEM	**3/06/2025**	**9625**	**SALMON PRESS**			
	15435			3/21/2025	140.00	0.00	140.00
		01.4130.002.322 / EXEC - ANNUAL MEETING				40.00	
		Annual Meeting - Record Enterprise					
		01.4130.002.322 / EXEC - ANNUAL MEETING				60.00	
		Warrant Budget- Record Enterprise					
		01.4130.002.305 / EXEC - ADVERTISING				40.00	
		PH MAR 12 - Record Enterprise					
					Total Check #:	**1696**	**140.00**
1697	SYSTEM	**3/06/2025**	**5700**	**STAPLES BUSINESS ADVANTAGE**			
	7004264736			2/25/2025	354.13	0.00	354.13
		01.4130.002.610 / EXEC - OFFICE SUPPLIES				18.59	
		Sticky Notes, Copy Paper and Post-It Notes					

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Date: 3/06/2025 **Batch ID:** 351 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		01.4130.002.610 / EXEC - OFFICE SUPPLIES					193.41
		Copy Paper					
		02.4331.520.610 / WTR - OFFICE SUPPLIES					21.49
		Copy Paper					
		01.4130.002.610 / EXEC - OFFICE SUPPLIES					33.19
		Post It Notes					
		01.4521.003.610 / FD - SUPPLIES					87.45
		Better Binder White 5 inch					
					Total Check #:	**1697**	**354.13**
1698	SYSTEM	**3/06/2025**	**5750**	**STATE OF NH DEPT. OF SAFETY**			
	22925			2/26/2025	25.00	0.00	25.00
		03.4522.002.814 / SKI - CRIMINAL RECORDS					25.00
		New Hire - B. Wilcox					
					Total Check #:	**1698**	**25.00**
1699	SYSTEM	**3/06/2025**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			
	298815432			2/19/2025	2,775.13	0.00	2,775.13
		03.3409.002.610 / COG - BAR SUPPLIES					162.40
		Bar Supplies					
		03.4522.003.612 / SKI - KITCHEN SUPPLIES					289.83
		Kitchen Supplies					
		03.3409.001.002 / COG - FOOD					2,322.90
		Bar Supplies, Kitchen Supplies and Food					
	398747145			1/01/2025	-9.06	0.00	-9.06
		03.3409.001.002 / COG - FOOD					-9.06
		Food					
	398814196			2/18/2025	-80.34	0.00	-80.34
		03.3409.001.002 / COG - FOOD					-80.34
		Food					
	398817325			2/21/2025	795.30	0.00	795.30
		03.4522.003.612 / SKI - KITCHEN SUPPLIES					100.11
		Kitchen Supplies					
		03.3409.001.002 / COG - FOOD					695.19
		Food					
	398822558			2/26/2025	1,555.77	0.00	1,555.77
		03.3409.002.610 / COG - BAR SUPPLIES					212.96

Check Manifest - by Payee

Date: 3/06/2025 **Batch ID:** 351 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				Bar Supplies				
				03.4522.003.612 / SKI - KITCHEN SUPPLIES			61.66	
				Kitchen Supplies				
				03.3409.001.002 / COG - FOOD			1,281.15	
				Food				
						Total Check #: **1699**		**5,036.80**
1700	SYSTEM	**3/06/2025**	**8690**	**THE WHEELERSVT PRODUCTIONS**				
	F6401375-0042AC-5				2/25/2025	300.00	0.00	300.00
				03.4522.003.611 / SKI - ENTERTAINMENT			300.00	
				Live performance Dustin Marshall				
						Total Check #: **1700**		**300.00**
1701	SYSTEM	**3/06/2025**	**9696**	**TREASURER, STATE OF NH - DEPT. OF TRANSP(**				
	363782				1/15/2025	402.19	0.00	402.19
				01.4314.003.823 / B&G - VEHICLE FUEL			54.23	
				2011 Toyota FJ Cruiser - 22.50 gallons				
				01.4314.003.823 / B&G - VEHICLE FUEL			347.96	
				2017 Ford F-350 XL				
	364779				2/18/2025	349.67	0.00	349.67
				01.4314.003.823 / B&G - VEHICLE FUEL			349.67	
				150.08 gallons Ford F-350 XL 2017				
						Total Check #: **1701**		**751.86**
1702	SYSTEM	**3/06/2025**	**6180**	**UNIFIRST CORPORATION**				
	1070399698				2/27/2025	165.34	0.00	165.34
				01.4521.003.610 / FD - SUPPLIES			48.56	
				Towels, Terry Cloths, Bag Rack, Laundry Bag, Beach Towels, WE Rug				
				01.4314.003.614 / B&G - CLEANING SUPPLIES			40.37	
				Towels, Terry Cloths, Bag Rack, Laundry Bag, Beach Towels, WE Rug				
				03.4523.002.610 / LNG - BAR SUPPLIES			35.96	
				Towels, Terry Cloths, Bag Rack, Laundry Bag, Beach Towels, WE Rug				
				01.4312.002.610 / HWY - SHOP SUPPLIES			31.55	
				Towels, Terry Cloths, Bag Rack, Laundry Bag, Beach Towels, WE Rug				
				03.4522.003.610 / SKI - CLEANING SUPPLIES			0.26	
				Towels, Terry Cloths, Bag Rack, Laundry Bag, Beach Towels, WE Rug				

Check Manifest - by Payee

Date: 3/06/2025 **Batch ID:** 351 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		01.4314.003.614 / B&G - CLEANING SUPPLIES					8.64
		Towels, Terry Cloths, Bag Rack, Laundry Bag, Beach Towels, WE Rug					
					Total Check #:	**1702**	**165.34**
1703	SYSTEM	**3/06/2025**	**6280**	**VERIZON WIRELESS**			
	6105532226			2/08/2025	321.99	0.00	321.99
		02.4331.520.351 / WTR - CELL PHONE					41.06
		IPad					
		01.4130.002.351 / EXEC - CELL PHONES					41.06
		Ipad					
		01.4130.002.351 / EXEC - CELL PHONES					117.41
		Ron's cellphone					
		01.4130.002.351 / EXEC - CELL PHONES					122.46
		Steve's Cellphone					
					Total Check #:	**1703**	**321.99**

Check Manifest - by Payee

Date: 3/06/2025 **Batch ID:** 351 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
3/06/2025	**Check Manifest**		**Batch:**	**351**	**Chk Count:**	**37**	**Total Amnt:**	**34,221.00**

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	14,874.67
02	WATER FUND	13,114.64
03	RECREATION FUND	6,231.69

--- Signatures ---

Ron Beard, General Manager

Maureen Patti, Commissioner-Chair

Dave Spinney, Commissioner

Gerald Panuczak, Commissioner

PROPOSED WEVD COMMISSION AGENDA FORMAT, To Be Reviewed
March 26, 2025

WEVD COMMISSION MEETING AGENDA for (date) (time) (physical location) with (Zoom or other platform) access

1. Call to order
2. Pledge of Allegiance
3. Roll Call of Commissioners
4. Identification of reason to attend remotely
5. Roll call vote to accept such remote attendance
6. Adoption of Agenda
7. Approval of Past Meeting Minutes
    a. (dates)
8. Treasurer's Report (written)
9. GM's Report (written)
10. Committee / Board Reports (written) [list each advisory committee & Board and date created]
    a. Planning Board
    b. Water & Roads
    c. Budget Advisory Committee
    d. Records
11. CONSENT CALENDAR
    a. Manifests
    b. Committee/Board reports
    c. _____
12. GENERAL CALENDAR ITEMS (Request for Commission Action, etc.)
    a. ___
    b. ___
13. Upcoming Meetings
14. Public Comment Period
15. Non-Public Session
16. Adjourn Meeting

Waterville Estates
Village District

562 Winterbrook Road, Campton, NH 03223
Phone: (603) 726-3082 | Fax: (603) 726-8611
www.waterville-estatesnh.gov

March 4, 2025

Dear Community,

We would like to take this time to put out a lengthier explanation regarding the cause of the water outage spanning February 22-23,2025.

February 16, 2025

Well production dropped from 160 gallons per minute (GPM) to 140 GPM and were spending longer period of time on. This was to be expected due to the influx of vacationers coming to enjoy their February vacation in Waterville Estates.

February 17 – February 19, 2025

Well production continued to drop and then stayed around the 120-127 GPM range on the 17th and in the 117-119 GPM range on the 18th and 19th. Throughout this time, wells were staying on for upwards of 12 hours at a time, only shutting down momentarily in between these long periods. Tank levels during this time were normal so no further action was needed outside of monitoring the system. Lowered production is attributed to cold temperatures experienced by the area. Colder weather means snow is not melting and other moisture above ground is not able to make its way easily back into the water table, impacting the well's water source and thus production.

February 20 - 21, 2025

Low well production continued but coupled with the tank levels it was determined that the lowered well production was able to keep up and would be monitored going forward for any drastic changes. Around 9 PM on the 20th, staff observed the Ski Bowl tank level dropping and the wells had not stopped running indicating that the system was getting taxed but readings indicated that other areas of the water system were stable and that actions outside of continued monitoring would not need to be taken.

February 22, 2025

Staff found tank levels across the system reading low in the morning hours. After a period of constant monitoring the decision was made to turn off a handful of roads to promote tank level regeneration. These low levels were attributed to high usage and coupled with the lower well production tanks were no longer able to regenerate fast enough to keep up with system demands.

Over the course of the day on February 22, 2025 staff continued to monitor tank levels. The system's biggest tank, Pegwood Tank, can hold 11 feet of water but was not recovering over 5 feet at any point during the outage. Based on this, the decision was made to shut off a second wave of roads with the hopes that tanks could restore to over half full before the end of the day and allow service to be restored for the overnight period. Wells remained on the entire day of February 22, 2025 despite outages showing just how hard the system was working to produce for even a limited portion of service.

Unfortunately, tank levels did not recover in the manner hoped and service had to remain off overnight to ensure that safe tank levels were established before service was restored to avoid the system fully losing water, and subsequently pressure, which would have resulted in a boil order notice once service came back online.

February 23, 2025

By morning Pegwood Tank was at 7 feet which staff felt could handle service demands and made the call to begin restoring water. When water was being restored, Sunset Tank went from 9.5 feet to 4 feet within a 10-minute span indicating that a large leak was located in that tanks service area. Staff determined that the roads impacted by this leak were Isaax Fox Drive and Reservoir Road requiring them to remain off. The rest of the community was able to be restored and tank levels remained stable meaning no further action needed to be taken, successfully avoiding a system-wide loss of water and system pressure, avoiding a boil order notice.

What Has Happened Since

February 24, 2025 a leak detection specialist came out to help staff locate the leak impacting Isaax Fox Drive and Reservoir Road. They were able to locate it the same day and a vendor was booked to do the repairs on February 25, 2025. Repairs went as expected and water was able to be restored to all homes on Isaax Fox Drive and Reservoir Road by 12:15 pm on the 25th.

Wells finally shut down on February 26, 2025 after warmer temperatures allowed them to recover and shut-off, returning to their regular short burst on/off cycles. As a reminder, wells had not shut off since the evening hours of February 21, 2025, nor producing their regular volume since February 16, 2025.

We greatly thank our community members for their patience and understanding during this time. We understand that this outage was not ideal for many members of our community, but hope that this explanation sheds light on why this particular decision was made, and that it was not made lightly.

Sincerely,

WEVD Management

M. PATTI MOTIONS FOR WEVD COMMISION PUBLIC HEARING & MEETING ON March 12, 2025:

1. Agenda Item # 5a, Amendments to Draft Minutes of **February 18, 2025**:

    1. Page 1, line 34 – correct spacing at end of line "list of 2 "
    2. Page 2, line 43 – insert after 'transit' the following: "(checks which have not yet been cashed, etc.)"
    3. Page 2, line 59 – correct typo "Engineering"
    4. Page 3, line 115 – correct typo "purpose"
    5. Page 4, line 150 – delete 'savings, for the purpose of offsetting the tax rate' and insert "using monies previously appropriated/raised, avoiding the need to raise new monies for these projects."
    6. Page 4, line 153 – insert "proposed operating" in front of 'budget'
    7. Page 5, line 170 – correct typo "Patti"
    8. Page 5, line 179- 180 – delete 'it should be a staff member and to let the management determine who that would be' and insert "the District should have a point of contact for State and Federal representatives."
    9. Page 5, line 187 – add at end of sentence "keeping the time at 6 p.m."
    10. Page 6, line 211 – delete 'few'
    11. Page 6, line 219 & 223 – correct typo "Mr."
    12. Page 6, line 227 – correct typo "Panuczak" instead of 'Spinney'

2. Agenda Item # 5b, Amendments to draft minutes of **February 22, 2025**:

    1. Page 1, heading – correct typo "DRAFT"
    2. Page 1, line 26 – correct typo "Spinney" instead of 'Beard'
    3. Page 1, line 28 – insert after 'Community' the word "Center"
    4. Page 2, line 56 – correct typo "$72, 400"
    5. Page 2, line 74 – correct typo "it also will allow"
    6. Page 2, line 75 – delete 'Study' and insert "Master Plan'
    7. Page 2, line 89 – insert after 'that' the following "[AT THIS TIME]"
    8. Page 6, line 194 – substitute "allows" for 'allow' AND insert "municipalities to" AND insert after 'CIP' the words "once a Master Plan has been adopted"
    9. Page 8, line 270 – insert after 'the District is' the words "committed to transparency"
    10. Page 8, line 287 – correct typo "than" not 'then'
    11. Page 9, line 327 – modify sentence to read after 'then' as follows: "request the Campton Trustees of the Trust Fund to establish the fund."
    12. Page 10, line 353 – delete 'expand' and insert "formally set"
    13. Page 10, line 354 – delete 'seven' and insert "five"
    14. Page 11, line 385 – insert after 'alternates' the words "in the heading"