562 Winterbrook Road, Campton, NH 03223
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WEVD Commission APPROVED Meeting Minutes
May 21, 2025 – 6 PM

Approved as amended on June 3, 2025.

Attendees: Commissioners Gerry Panuczak, Maureen Patti, Mark Canfield, General Manager Ron Beard, Administrative Assistant Allison Smith, Treasurer Denise Aguiló, and Finance Administrator Lisa Magerer.

Members of the Public: Scott Salaway

Members of the Public on Zoom: Dave and Bobbi Ketcham

Members Excused: na

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. Panuczak, Mr. Canfield were all present at the physical location.

If remote attendance, reason & vote: na

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

Public Hearing: To accept and expend $20,000 from WEA to offset 2025 WEVD recreational expenses
There was an issue with noticing the public hearing as it was supposed to be from the Recreation Fund instead of WEA, and it was tabled to a later meeting when it is properly noticed.

Approval of Minutes

May 7, 2025
Ms. Patti noted that Mr. Canfield had submitted five written amendments, which were in the packet.

*Ms. Patti motioned to amend the draft minutes for **May 7, 2025** according to the list of five written amendments by Mr. Canfield provided in the packet. Mr. Panuczak duly seconded.*

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Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye. Mr. Canfield - aye.

*Ms. Patti motioned to make the amended minutes for **May 7, 2025** the official meeting minutes. Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye. Mr. Canfield - aye.*

Treasurer's Report
Ms. Aguiló went over the report. She noted that the float is due to outstanding checks only. She also said that two payments were recently received from Campton and Thornton for property taxes. There was a brief discussion about how to find out which properties have not yet paid their property taxes.

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

1. Shawn Pelchat and his team have done an amazing job in front of the Community Center with only two flower beds left to complete. Instead of just adding additional mulch to the beds, the old material was removed and a fresh top coat of mulch was applied.
2. The outdoor pools will be opening on Friday for Memorial Day Weekend.
3. The District has received the 2025 Sanitary Survey from NHDES. There are a few items that Steve Baert and Mr. Beard will be addressing in the report that need to be clarified.
4. Heather McCarthy has been busy onboarding new bartenders and restocking the bars at the Community Center.
5. Tony Pierce, the new executive chef, has been busy setting up the kitchen to efficiently expedite food orders from his new menu. The menu for Memorial Day weekend has been posted. The exciting new menu will have a greater selection beginning in July.
6. The septic tanks at the Community Center and the ski area have had their annual service with no reported issues.

Ms. Patti asked Mr. Beard some questions about the water system Sanitary Survey by NHDES that needed a few clarifications. There was a mention on page three of the Sanitary Survey about the use of tax revenue in the section marked distribution system. Another question was about the grant funds the District is said to have received for the Asset Management Study. Ms. Patti believes the grant was initially awarded to WEVD but the funds were never actually received. Mr. Beard said that he will check on that to make sure that the Survey is accurate.

Mr. Canfield noted the issue of the fencing around the Pegwood Road water system tank seemed, in the Sanitary Survey, to be only a suggestion and not a requirement. The consensus of the Commissioners was fencing protecting this critical piece of our water system must be durable and resistant to any attack. Consideration for the aesthetics of the fencing led Mr. Beard to communicate with WEA Board member Dave Ketcham about the issue. Discussion with the neighboring property owner and Mr. Ketcham resulted in the GM recommendation for a black chain link fence with privacy slats. Mr. Beard noted the site may be expanded and adding to or moving the fence in a few years should also be considered re: what materials are used. Mr. Panuczak added that the Water and Roads Committee has already decided on the importance of that fence being secure.

After a brief back and forth on the aesthetics of the fence and it being secure, Ms. Patti suggested that Mr. Beard checks back with NHDES on whether they have some requirements as to the security of such fencing.

There was another discussion about the importance of cyber security of the water system. Mr. Beard noted how effective and thorough the tech support vendor for our SCADA system has been regarding cyber security issues.

Committee/Board Reports

Planning Board
The Planning Board will meet after Memorial Day.

Water Master Plan & Roads
The Committee will meet after Memorial Day.

Budget Advisory Committee
The BAC is done for the budget season but will meet in June to assess the current budget and start thinking about the next budget season.

Records
The Committee has not met yet.

CONSENT CALENDAR

Manifests
Manifests were in the packet.

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Committee/Board reports
There were no written reports to approve.

Ms. Patti called for a vote to accept the manifests as presented in the packet. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye, Mr. Canfield – aye.

GENERAL CALENDAR ITEMS (Request for Commission Action, etc.)

Commissioner Values for Legislative Advocacy
Ms. Patti noted that a draft of values for legislative advocacy was presented in the packet.

There was discussion about the rationale for having such a list of values for legislative advocacy that would allow the District's municipal assistant to react faster to legislative proposals in case the Commission meeting does not happen in time. Members also discussed which areas are important to the District that it should be advocating for.
Ms. Patti suggested tabling the matter for future discussion to allow other members more time for review and to have Ms. Smith prepare a short analysis of the NHMA latest legislative session summary and draft the language for collaborating with the towns of Campton and Thornton.

AmeriGas Propane Contract
Ms. Patti moved to make the AmeriGas communication received by the District an attachment to the minutes. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye, Mr. Canfield – aye.

Then Ms. Patti asked Mr. Beard to describe the process for choosing the District's propane provider. Mr. Beard said he reached out to three different propane companies for doing business with the District and only heard back from one. He also said that he spoke to the representative of AmeriGas about their service levels that have been less than satisfactory for the District and its individual customers. He then explained that switching the District propane provider likely will result in some Waterville Estates (WE) residents losing the price advantage (discounted price paid by the District available to WE residents) and having to pay the market rate (possibly more than twice as much) during the period in which propane tank ownership is being switched over.

Ms. Patti summarized the communication from AmeriGas where they outline their plan to improve their service levels and delivery efficiency in various ways. She noted that Mr. Beard also learned a few things about the changes happening at the company already and that they dropped the price per gallon by another 10 cents.

Mr. Beard also explained that the propane tanks that are not owned by the homeowner need to be negotiated by the propane companies if the customer is switching providers, and that does not always go smoothly. The District and its residents purchase from AmeriGas around 136,000 gallons annually. He noted that if the District decides to go with a different propane provider, the residents should be notified way in advance, so that they could decide whether to move to a different provider as well and be able to get the discounted price if any is offered. Perhaps the District could negotiate for any new provider to commit to the discounted rate for WE owners during the switching over/replacing of propane tanks prior to the District switching to that provider

Mr. Canfield noted that the District and its residents purchase a very large amount of gas every year and that AmeriGas would need to be more specific about how those changes are going to positively impact the District and the community.

Mr. Beard offered to contact AmeriGas to ask for more details on how they plan to improve delivery efficiency.

Ms. Patti noted that the contract she has is not the one with the District but with the HOA and that it starts on June 1, 2025. Mr. Beard will ask AmeriGas to send the correct paperwork for the Commission to sign.

Ms. Patti made a motion to renew the contract with AmeriGas at 1.89$ a gallon for the District and associated residents from June 1, 2025 to May 31, 2026. Mr. Panuczak duly seconded.

Mr. Canfield suggested a friendly amendment to focus on the concerns he has regarding the need for more specificity on how AmeriGas are going to address delivery efficiency.

Discussion ensued about the need to have a representative of AmeriGas at the appropriate level of management to provide the answers to the District about improving services. Mr. Canfield said that the District shall approve this contract with AmeriGas, subject to their knowledge that the District is disappointed with their efficiency delivery and that the District is going to look for a better provider in 2026.

Mr. Canfield paraphrased Ms. Patti's motion to state that the District approves the contract with AmeriGas at $1.89 per gallon but to let them know the District will be looking for replacement in 2026 unless the service is acceptable.

Ms. Patti did not accept the friendly amendment as stated. She called for a vote on the original motion she made which was already seconded by Mr. Panuzcak.

Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye, Mr. Canfield – aye.

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By consensus the members asked Mr. Beard to relay to the representative Of AmeriGas two things: (1) that the District will be looking at other providers in 2026 IF it is again dissatisfied with the service/delivery, and, (2) to provide more specific information about improvement plans and if it is possible for those plans to be presented to the Commission by an AmeriGas representatives.

CIP Committee Membership
Ms. Patti noted that when the Commissioners appointed Ms. Linda Ivers to the CIP Committee, they did not designate her as the homeowner association/WEA representative. Therefore, Ms. Patti is designating her as the WEA Board representative on the CIP Committee by way of a consensus.

Next Meeting

Tuesday, June 3, 2025 @ 6 PM – regular meeting and public hearing to set water rates for 2nd billing of 2025.

Wednesday, June 18, 2025 for the tabled public hearing on accepting and expending $20,000 from the Recreation Fund to offset 2025 WEVD

Public Comment Period

- Scott Salaway, 110 Snowood - asked about the letter from AmeriGas which was not on a letterhead (Mr. Beard explained that it was attached to an email), and asked to clarify about $1,89/gallon price, which was confirmed to him. He suggested looking into Suburban Gas to the District.

- Scott Salaway - asked about last meeting discussion to have owners not pay for events. Mr. Beard said he is checking with WEA.

- Scott Salaway - asked how many residents live in the District full time. Ms. Smith suggested checking the voter checklists for each town as that is not information WEVD possesses.

- Scott Salaway - talked about discrepancies in the Sanitary Survey, like the meter vote. Mr. Panuczak suggested to Mr. Salaway to come to the Water and Roads Committee for that discussion.

- Scott Salaway said that he found a couple of village districts that charge short term rentals differently for water based on rooms and meals tax information. He also noted his concerns about the water system capacity at build out mentioned in the sanitary survey.

- Dave Ketcham 111, Hodgeman Hill, via Zoom, spoke about the fencing around the Pegwood tank and his preference of it being aesthetically appealing. He then asked about the ADA lift update. Mr. Beard said that he still has to reach out to the company.

- Scott Salaway suggested finding out if another propane provide could fill the tank owned by AmeriGas, if the latter is not doing so in a timely manner.

It was noted that propane providers would not deliver to a tank owned by another company.

- Scott Salaway asked if there is any way to change the water billing to account for short term rentals at the public hearing scheduled for later this month.

It was noted that this would require an ordinance revision and community input and that the Water Rate setting public hearing was not noticed for consideration of such action.

Non-Public Session

Ms. Patti motioned at 7:46 PM to enter non-public session for the purposes described in RSA 91-A:3, II (a) and (c). Mr. Panuzcak duly seconded. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Mr. Canfield – aye, Ms. Patti – aye.

Non-public session was entered at 7:47 PM, Commissioners Patti, Panuczak and Canfield were present in person as well as the General Manager Ron Beard (left at 8:31 PM)

Resumption of Public Session
Mr. Canfield motioned to exit non-public session. Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Mr. Canfield – aye, Ms. Patti – aye.

Public session was entered at 8:45 PM. Commissioners Patti, Panuczak and Canfield were present in person.

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

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Adjourn Meeting

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

Meeting adjourned at 8:46 PM.

Prepared by Alvina Snegach

Attachment:

Waterville Estates Village District

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AmeriGas is Committed to Supporting You Better

We want to thank you sincerely for choosing AmeriGas as your dedicated propane provider, and for navigating an incredibly challenging 2024-25 winter season with us. In turn, we are renewing our commitment to YOU and to providing you with improved service-levels for the months ahead and the winters to come.

Looking Back at Winter

Extended storms and huge spikes in demand affected millions across the United States this winter, including members of your community. Difficult driving conditions, impassable routes, and propane supply limitations impacted not only AmeriGas, but many of our counterparts throughout the industry.

Although our local teams worked around the clock, monitoring demand, listening to customer feedback and making as many deliveries as possible alongside members of our Airborne Driver Program, who were deployed as additional boots on the ground, we acknowledge that many of our customers still experienced delayed delivery turnarounds and customer service resources that did not live up to expectations. For that, we sincerely apologize and would like to let you know exactly how we plan to serve you better in the future.

Looking Forward to a Brighter Future

We have undertaken some major initiatives to ensure you receive the service you deserve:

- Making **improvements to our routing and delivery planning** to deliver more consistently and efficiently, and to better accommodate emergency and expedited orders.
- **Optimizing delivery notifications** regarding the status of your orders and streamlining the experience accessible to you 24/7 via your online MyAmeriGas.com account.
- **Customer Service centers are returning to the United States**. Calls will route regionally to put you in contact with representatives familiar with your local needs and weather patterns, who are better trained to answer questions and resolve any challenges you face, courteously and expediently. They will also have direct access to our Local Operations teams.

Please continue to follow along with our email updates and website postings for continued updates on the progress of these projects. We look forward to providing an improved experience that sets excellence as the baseline for your interactions with us. We are grateful to have you as a customer and look forward to building an even better future together.

Sincerely,

AmeriGas