562 Winterbrook Road, Campton, NH 03223
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WEVD Commission APPROVED Meeting and Public Hearing Minutes
June 3, 2025 – 6 PM

Approved as amended on June 18, 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: Public: Mike Hering, Scott Sallaway

Members of the Public on Zoom: Dave Ketcham, Linda Ivers, Nancy Seward, Dean Wagner, iPhone, James "Jim" Cahill, Sue Hering, Scott Sallaway, Greg Hering

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: setting water rates for second FY 2025 water billing
Ms. Patti opened the Public Hearing at 6:02 PM. She asked Ms. Smith to go over the numbers.

Ms. Smith noted that the handout has the relevant documents for the public hearing and went over the numbers in the Water Department budget and the changes from 2024 to 2025 billing. She also explained how the water billing will be different in 2026 with the billing periods having moved to January and July.

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Ms. Patti opened the floor to the public. 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, *Ms. Patti closed the Public Hearing at 6:07 pm after a motion to close the public hearing, duly seconded by Mr. Panuczak and approved by a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye. Mr. Canfield - aye.*

Mr. Panuczak motioned to approve setting water rates for second FY 2025 water billing as presented by Ms. Smith in the meeting handout. Ms. Patti duly seconded. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye. Mr. Canfield - aye.

Approval of Minutes

a. May 21, 2025

Ms. Patti noted that she has submitted 22 written amendments, which were in the packet. After M.s Smith's note, she added a 23 oral amendment to correct the date in the footer.

*Ms. Patti motioned to amend the draft minutes for **May 21, 2025** according to the list of 22 written amendments and one oral amendment to the date in the footer. Mr. Panuczak duly seconded. 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 21, 2025** the official meeting minutes. Mr. Canfield duly seconded.*

- Mike Hering, 236 Pegwood Hill Road, said that line 78-80 is incorrect as Mr. Beard never spoke to the property owners, and that it was factually incorrect, in Mr. Hering's opinion, that a black chain link fence with privacy slats was agreed upon with the property owners.

There was a long discussion about what had happened during the meeting and whether the minutes and the suggested edits by Ms. Patti accurately reflected what was said during the meeting versus what Mr. Hering alleged happened prior to the meeting.

Ms. Patti said that it was her understanding from reviewing the meeting and related communications that the initial conversation took place between Mr. Ketcham and the property owners which he later relayed to Mr. Beard. This is what was reflected in the edits to the draft minutes.

Mr. Panuczak agreed that the edits reflect what had been said at the meeting.

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Mr. Canfield noted that Mr. Hering's comments about whether the black chain link fence with privacy slats was never agreed upon will be reflected in this meeting minutes.

- Mr. Hering agreed to the fact that his comments about the black chain link fence minutes should be included in this meeting minutes.

- Mr. Ketcham, via Zoom, clarified that he spoke to the property owners about the fence itself and it having privacy slats, but not a black chain link fence in particular. And then he relayed this conversation to Mr. Beard, but that he had not specified that it was a chain link fence. It was in Mr. Beard's email to him about getting a quote, that the chain link fence was mentioned first.

Ms. Patti thanked everyone for their concerns about the aesthetics of the fence and clarified that the fence type will ultimately be decided by the Commission as this is a District property.

Ms. Patti called for a vote on the approval of minutes motion made earlier. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye. Mr. Canfield - aye.

Treasurer's Report
There was none.

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

1. Shawn Pelchat and his team are finishing up rehabilitating the rose gardens by the basketball court.
2. Steve Baert is finishing up grading and compacting all of the District dirt roads. Many of them have had a new layer of material added to the surface.
3. Considering the inclement weather the state has been experiencing on the weekends the community had a decent Memorial day weekend and the management has received good reviews from the owners in regard to the new menu and staffing.
4. Mr. Beard is working with Shawn Pelchat to select a date to do the mailbox project and Mr. Beard will relay that to the mailbox committee so they can advise the Campton Post Office.

Mr. Canfield said that there is a plan for the mailboxes installation that has been approved and if the plan were to be changed again, it should be done today and not during construction.

Committee/Board Reports

Planning Board
The Planning Board met in May. Mr. Panuczak will serve as Chair. The board still needs a liaison to the CIP Committee. Planning Board is continuing work on the CIP book.

Water Master Plan & Roads
The Committee met but had no quorum. The members instead had an information session and got an update on the Water System study which hopefully will be done in July/August. The Road Study should be ready in about six months from May.

Budget Advisory Committee
The BAC had no meetings yet this year. Members are planning to review the first six months financials when they have their first meeting. Mr. Canfield suggested that BAC members come to the Commission meeting to review the financials with the Commissioners. Consensus was to do that on July 16, 2025 at the Commissioners' regular meeting.

Records
The Committee will meet on June 11, 2025.

CONSENT CALENDAR

Manifests
Manifests were in the packet.

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 but was not included in the packet.

Ms. Patti moved to make the document prepared by Mr. Canfield called WEVD Legislative Policies and Principals an attachment to the minutes. Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye, Mr. Canfield – aye.

Mr. Canfield spoke about the proposal he prepared based on the NHMA 's extensive guidance document that he reviewed and applied things that are relevant to the District. The two issues he emphasized were about supporting legislation that would allow the District to receive a portion of the meals and rooms tax and supporting legislation that will allow non-resident property owners to vote on the annual budget. It was noted that these are only proposed positions that the District would take should such legislation be introduced (and there is no such legislation proposed currently).

There was discussion about the rationale for limiting the non-resident property owners to only voting for the annual budget. It was also noted that this is not the position held by NHMA but is something that is very relevant to the District.
By consensus the matter was tabled to a later meeting June 18 to allow the Commissioners to review further .

Pegwood Tank Fencing
Ms. Patti noted that in light of the new information received from Horizons Engineering about the upcoming report that may affect the Pegwood tank site (in terms of expanding it for water storage) she is not ready to make that decision at this meeting.

Mr. Beard said that he reached out to NHDES for clarification about the issues that were noted in the NHDES sanitary survey. He also got some ideas from the homeowner about fencing which he would like to discuss with the engineers from Horizons. He's also looking into more aesthetically pleasing types of fencing.

Mr. Panuczak noted that Water and Roads Committee have discussed this issue and is in favor of some kind of fencing around the Pegwood tank as this is a public water supply facility that requires protection. The Committee did not comment on what kind of fence is needed though.

- Mr. Hering - asked what protection the Commission is worried about, given that the Pegwood tank is a 2-foot-thick concrete wall tank with a precast roof that has foam insulation on top and a rubber roof covered with ground material. He said that he went to the well site and found huge issues that have not been addressed. There is a chain link fence with barbed wire there, but is only providing protection from wildlife and not from vandalism and sabotage. He is concerned about someone throwing a water balloon with

diesel fuel over the fence and polluting the water supply. He said that the water tank is used for storage and can withstand a truck going over it, which is impossible because there are boulders all around the Pegwood tank.

There was discussion about vent pipes made of PVC and ways to protect them.

Mr. Panuczak said the tank needs to be protected as the vents are exposed and could be broken. He thanked Mr. Hering for his visit the well site and his concerns and said that he hoped that the engineering company will provide suggestions on how to better protect it. It was also noted that NHDES required the fence for protecting the public water system infrastructure.

- MR. Hering noted that if the fencing issue proceeds as planned there will be lawsuits and suggested to get NHDES up to the tank site and come up with a logical, convenient, and peaceful solution together.

Ms. Patti said that the Commission will revisit this issue when there is a report from Horizons Engineering, and Mr. Beard has more information.

Concession Revenue Boosting
Ms. Patti said that she prepared an draft of the procedure for event management and preparation which states what WEVD staff is responsible for and what the order of event planning should be.

Mr. Panuczak suggested to reference the RMA for those dates and deadlines in the document that are coming from the RMA.

Mr. Canfield noted that his meeting with Nancy Seward and Dave Ketcham prior to the drafting of these procedures was very productive and is well reflected in the procedure prepared by Ms. Patti.

Discussion ensued about the level of detail in the procedure and leaving the General Manager enough autonomy to decide what staff should be doing yet having a standard operating procedure to follow.

There was another discussion about answering questions on the Facebook page, which is not managed by the District, and the need to be careful to remain factual and not get involved in anything beyond facts and information dissemination. Commissioners agreed that management should have the autonomy to provide staff instructions as to how to proceed.

- Nancy Seward – via Zoom, noted that staff often uses the Facebook page to communicate to the residents. She asked that the final version of the procedures will be discussed with her before it becomes official. She noted that not all that was discussed at the meeting with Mr. Canfield was included in this procedure. Ms. Seward said that there were more specifics about the events that they discussed at that meeting, and they are not included in the draft procedure presented by Ms. Patti.

Ms. Patti explained that the procedure is general by intent. Mr. Canfield recapped his notes from the meeting to make sure his understanding of the specifics were correct.

Mr. Panuzcak clarified that the procedure is general because it applies to all events and that is why there are no specifics for each event separately. The specifics would be decided per event.

By consensus the Commissioners agreed that the procedure is a general playbook for all events with guidelines for staff. Any specifics could be addressed before each event separately.

- Nancy Seward said that generalities were also discussed at the meeting with Mr. Canfield that were not included in the procedure document. She would like to have seen the updated document before it becomes final.

There was back and forth about how the document drafting was done and whether generalities were included in the procedure under review.

Ms. Patti explained that she gathered the information from a conversation with Mr. Beard and an email from Mr. Canfield.

Mr. Panuczak reiterated that this procedure is a clear-cut playbook for the staff and management to operate concession events. He was not sure which issues were not included as Ms. Seward had not stated what they were.

Ms. Patti moved to amend the procedure in item 1 to insert after the words "October 15th" and in item 9 after the words "30 days" to add words "and/or as referenced in current RMA."
Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye, Mr. Canfield – aye.

Ms. Patti moved to adopt the procedure as amended. Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye, Mr. Canfield – aye.

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Next Meeting: Tuesday, June 18, 2025 @ 4 PM – regular meeting and public hearing to discuss moving $20,000 from the REC FUND to offset WEVD recreational expenses

Public Comment Period

- Mike Hering – asked what the timeline was for finishing the Pegwood road project and mentioned erosion issues. He pointed that it was, in his opinion, originally done improperly. He was concerned that people are not doing it property. Ditching is inadequate. Culverts are needed. It will get flooded. Erosion stone is not being used to prevent washouts. And it is costing the District money. He asked to be consulted and to be provided the timeline. He also noted that he had issues along his properly that he cleared out and that the roads have to be a certain width. And that he was almost hit by a plow last winter.

Mr. Beard said that the Pegwood Road issues will be addressed.

- Scott Salaway - 110 Snowood Drive – asked to make another correction to the minutes of May 21, 2025, asking to change the word "residents" to "owners" on line 216. He also spoke about the procedure for the events and suggested to create an events page on the website instead of using Facebook and also put the events on the calendar.
- Jim Cahill - 131 Snowood Drive Unit 2 – via Zoom, spoke about the plan for the mailbox installation and changes that Mr. Canfield mentioned. He said that the previous changes had occurred due to miscommunication from the previous postmaster. The plan now is not changing now as the current postmaster has approved it. The longer the install is being put off, the bigger the risk of getting a new postmaster. He added that he is also getting a lot of questions from owners on when this is getting done.

- Greg Herring – via Zoom - asked to explain the efficacy of the chain link fence? Is it to protect the tank or the SCADA system.

Mr. Beard responded that it is to follow the requirement by NHDES which is the licensing agent for NH public water systems. It was strongly suggested by NHDES.

- Mike Hering - stated that discussion needs to happen about the fence.
- Greg Hering – provided more suggestions regarding the security of the water system noting that a chain link fence is not a great option and given the police response times to the top of Pegwood Road.

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Ms. Patti noted that this is an evolving issue with multiple stakeholders and regulators and the final decision will be made once all the information has been considered. It does have to be a fence though.

Non-Public Session
Ms. Patti motioned at 7:31 PM to enter non-public session for the purposes described in RSA 91-A:3, II (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 7:40 PM, Commissioners Patti, Panuczak and Canfield were present in person as well as Administrative Assistant Allison Smith (left at 7:53 PM) and the General Manager Ron Beard (left at 9:10 PM).

Resumption of Public Session.
Mr. Canfield motioned to exit non-public session at 9:17 PM. 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 9:18 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 Ms. Patti, as divulgence of the minutes would adversely affect the reputation of someone other than a Commissioner and render a proposed action ineffective. Motion carried with a 3:0 roll call vote: Mr. Panuczak – aye, Mr. Canfield – aye, Ms. Patti – aye.

Adjourn Meeting

Mr. Canfield 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 9:20 PM.

Prepared by Alvina Snegach

Attachment:

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WEVD Legislative Policies and Principals (guidance by NHMA)

Local Authority and Efficiency

WEVD Supports

Legislation that allows the Village district to adopt ordinances on behalf of our homeowner's association but subject to their final approval.

Legislation allowing municipalities to satisfy notice publication requirements through the use of electronic notification rather than newspaper publication, in addition to posting notice in public places

WEVD opposes

- Repealing or further limiting existing governmental immunity protections or liability caps, or otherwise expanding potential liability for cities and towns; and
- Legislation that detracts from existing local authority.

RTK

WEVD supports

- The ability to recover reasonable labor costs and other costs for responding to voluminous or excessive or commercial record requests, protecting taxpayer dollars and potential privacy concerns of citizens;

WEVD opposes

Legislation that unnecessarily expands RTK laws beyond NH citizens' requests

Elections

Establishment of an independent redistricting commission to draw election districts fairly and without regard to partisan advantage

Legislation that ensures local autonomy over town and city elections

Legislation that provides non-resident property owners the ability to cast a ballot on their local municipality's annual budgets

Property Tax

WEVD supports

Legislation that directs the fair and equitable assessment of property values taking into consideration the uniqueness of the local conditions

Legislation ensuring fairness and accuracy in property tax exemptions including ensuring that all household income and assets are taken into account

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WEVD opposes

Legislation that directly or indirectly increases property taxes, including but not limited to new or expanded mandatory exemptions or credits, or changes in the process for valuing, assessing, or taxing specific classes of properties

Finance

WEVD supports

Full restoration of revenue sharing under RSA 31-A

Legislation that would ensure the Village District's ability to participate in receiving 30% of the state meals and room tax generated by the district

Infrastructure, development and land use

WEVD supports

- Legislation that allows municipalities to adopt local environmental regulations that are no less stringent than those implemented by the state;
- Legislation that protects and preserves local natural resources and public infrastructure, builds community resilience, and fosters adaptation to climate change and mitigates its risks;

Water resources protection, control, and management

WEVD supports

WEVD believes the State should support its commitments to municipalities for water infrastructure programs and that any new mandates that impose additional costs on municipalities must be funded by the state or federal government.

- Legislation that provides state or federal investment in maintaining and improving the state's critical water infrastructure, including, but not limited to, dams, public drinking water systems, clean rivers and streams, wastewater systems, stormwater systems, and surface and groundwater;
- Legislation that encourages regional and innovative solutions to drinking water, wastewater, stormwater, and surface and groundwater issues; and,
- Regulation of emerging contaminants at appropriate and feasibly achievable levels when supported by relevant scientific and technical standards that are broadly accepted by peer review and cost-benefit analyses, when coupled with appropriate state or federal funding.

Land use and housing

WEVD supports

- Legislation enabling municipalities at their discretion to adopt more recent editions of national/international building and fire codes than the current state-adopted editions; and,
- Legislation that supports the adoption of more recent editions of the national/international building and fire codes after review and recommendation by the Building Code Review Board and/or the State Fire Control Board.
- Legislation and policies that take into consideration the value of conservation, natural resources; and open space.
- Legislation and policies that take into consideration the value of being housed as a regional resource.

WEVD opposes

- Legislation that erodes local control over land use decisions.

Legislative Principles

In addition to the established Legislative Policy positions adopted by WEVD, the following principles should guide staff in setting priorities during any legislative biennium:

1. Identify and oppose mandates that violate Part 1, Article 28-a of the New Hampshire Constitution.
2. Work to maintain municipalities' share of state-level revenue sources (revenue sharing, meals and rooms tax, highway block grants, municipal bridge, state water and wastewater capital programs, and other state aid). Oppose proposals that reduce revenue unless there is a sustainable identified replacement source. Support efforts that make more sustainable sources for revenue.
3. Advocate to maintain and enhance existing local authority in all areas of local government.
4. Support legislation that provides greater authority to govern more effectively, efficiently, and flexibly at the local level, including local option legislation. If the legislature is considering adopting a program that is particularly controversial at the local level, support a requirement that a local legislative body vote is necessary before full implementation of the measure.
5. Oppose mandated state exemptions or credits from local property taxes without substantial benefits back to municipalities.
6. Advocate for municipal representation on state boards, commissions, and study committees that affect municipal government and have non-legislative members.
7. Work cooperatively with other groups and associations to support efforts to improve the delivery of services at the local level.
8. Support municipal efforts toward effective regional and state cooperation and delivery of municipal and state services.
9. Encourage clarity and the elimination of ambiguity in statutory language, especially in areas of decision-making authority.