Water & Roads Committee

WEVD Commission

September 26, 2025 – 9:00 AM

562 Winterbrook Rd., Campton, NH 03223

Members in Attendance: Stan Bujalski, Gerry Panuczak, Maureen Patti (arrived at 9:09 AM), Archie Jackson, Bob Haskins

Members on Zoom: Scott Monroe

Members Absent: Mark Canfield, Anthony Patti

Other Attendees: Scott Sallaway, Ned McElroy, Horizon's Engineering consultants Cathy Conway and Rachel Hastings, Municipal Assistant Allison Smith

Water & Roads Committee - Call to Order: Gerry Panuczak called the Water & Roads committee meeting to order at 9:03 AM.

Water & Roads Committee - Roll Call: Gerry Panuczak – present, Stan Bujalski – present, Archie Jackson – present, Bob Haskins – present. Member Scott Monroe was present via Zoom but did not participate in roll call.

Mr. Panuczak thanked Horizon's Engineering for their timely and thorough work on the Waterville Estates Village District Water System Improvement Plan. Ms. Conway thanked Mr. Panuczak and staff for their cooperation on the project.

Call to Order & Roll Call of Commission:

Ms. Patti joined the meeting establishing a quorum of the Commission. Mr. Panuczak called the Commissioner meeting to order at 9:10 AM. Maureen Patti – present, Gerry Panuczak – present.

WEVD Water System Improvement Plan Presentation – Horizon's Engineering:

Ms. Conway and Ms. Hastings presented the findings of the WEVD Water System Improvement Plan. The main conclusions of the report as explained by Ms. Conway and Ms. Hastings are as follows:

- Water meters in all residences and increased metering in transmission lines are necessary to see where water is going and determining areas of loss in the system;
- A new well source and more storage is needed to meet state rule requirements;
- Infrastructure across the system is aging and planning for replacement is needed; and
- Rates will need to increase to counter inflation and meet funding demands for system improvements. Other funding options are available for large improvements but consistent savings is key to preparedness.

When doing report calculations, Horizon's Engineering looked at the build-out potential of the community be NHDES design requirements so that a proper list of capital improvements could be developed.

In order for WEVD to continue expansion more storage and a new well source will need to be established to comply with NH Department of Environmental Service (NHDES hereinafter) rules. Ms. Conway explained that by-rule, once a system is at 80% capacity the state wants to see additional storage and sources sought.

The geologist's report included in the appendices of the Improvement Plan suggests a location near Snowood Village could be viable for a well. Ms. Conway explained that getting a new well will take time but is something that the District needs in order to expand.

Ms. Hastings explained the hydraulic model presented in the Improvement Plan. Based on the well flow data provided to Horizon's, Ms. Hastings found that flow rates followed a standard 24-hour peaking model. Field readings were taken and used to calculated modeled pressure readings throughout the system. Ms. Hastings highlighted areas with high error rates that indicate something else may be happening in the system and suggests staff further investigate these areas.

Ms. Conway reviewed the items on the Capital Improvement Plan contained in the report and stated that they are able to help with the District's future projects as desired.

Ned McElroy, 22 Goose Hollow Road, stated that rates next year with the added 8% would go to $1,300.00 and in 40 years the same rate would go to $3,700.00. Ms. Hastings corrected Mr. McElroy stating what was written in the report is the correct calculation of rate progression over 15 years.

Mr. Bujalski asked Ms. Conway how deep the bedrock is. Ms. Conway stated that the geologist's report notes 60-170 feet of overburden is above the bedrock.

Mr. Bujalski asked what "by-rule" and "measured" meant in the context of the report. Ms. Conway explained that "measured" means utilizing current data whereas "by-rule" (aka design rule) means utilizing the NHDES rule regarding average daily use which is 150 gallons per day per bedroom. The design rule must be used when planning for expansion.

Mr. Panuczak asked if the District buying its own GIS system was warranted as the Town of Campton had offered to share layers of their system. Ms. Conway stated that it would be necessary in order for the District to track its own system, but the towns layers would strengthen their data.

Mr. Panuczak asked if Horizon's was recommending a change to the rate system since they are recommending meters. Ms. Conway explained that other communities that have meters typically have a base rate billed regardless of usage and then a per gallon rate based on usage.

Mr. Panuczak asked if, given the WEVD Water System is a $20 million dollar asset, whether it is normal or common to find the need for a 20% investment (roughly $4 million) over the next 13 years. Ms. Conway said that it is normal and that is why it is important to get towns to think about asset management.

Mr. Haskins stated that customers typically look at cost and availability and given the two large outages that the District had in recent years, would Horizon's change their recommendations? Ms. Conway stated that metering transmission lines and individual users is important to evaluate the health of the system. Mr. Jackson reiterated that metering both allows operators to get a full picture of the system and makes it faster to see where there may be issues in situations like those described by Mr. Haskins.

Mr. Jackson asked if Horizon's Engineering would be able to assist the District with more than just the engineering of a project. Ms. Conway stated that they would be able to assist with any portion of the project that the District wanted them to do (e.g. permitting, specs, bidding, installation observations, as-builds, etc.).

Mr. Jackson asked if the pressure rating of the PVC material listed in the report was known for the rest of the system. Ms. Hastings stated it was not but she calculated her report based on a rating of 250 psi which is the known rating of pipes at Liberty Lane, as that is the beginning of the system.

Mr. Bujalski feels that replacing interior piping at Liberty and replacing/lining the ski-bowl holding tank should be numbers 1 and 2 on the improvement plan rather than at the bottom of the schedule. As a quick solution to the supply issue, Mr. Bujalski asked if a deeper well could be drilled in the immediate vicinity of the current wells. Ms. Conway stated that she wouldn't be able to comment on that, but that the District would likely still need to get NHDES approval regardless of the placement.

Mr. McElroy asked for clarification on the difference between "by-rule" versus "measured" as referenced on page 4 and 5 of the report. Ms. Hastings repeated what Ms. Conway stated earlier. Mr. McElroy stated that based on that explanation, he felt the report says the District is at its limit. Ms. Conway agreed that the District's source is in a critical state. Mr. Panuczak stated that this has been known for a number of years and that no engineering firm or water utility/service vendor prior had definitively picked a location for a secondary site and he appreciates that this report does.

Mr. McElroy asked if the District could place a moratorium on building given this information. Mr. Panuczak and Ms. Patti stated that the District does not have land use authority and that the towns would be the authority to restrict land use. Ms. Patti did state that telling people they cannot build would likely not be feasible even through the town, but the District could deny water connections and require new builds to install their own well, which has already started to happen in locations that cannot get adequate pressure.

Scott Sallaway, 110 Snowood Drive, asked what time period the usage data examined was from, as he was curious if there was any seasonal variation. Ms. Conway stated that the chart on page 11 used the last 2 years. Mr. Sallaway explained that he felt the reason meters were voted down was because no one could provide an estimated bill amount post-metering and asked if Ms. Conway could. Ms. Conway stated that she could not estimate that as it depends on a number of factors. Ms. Smith explained to Mr. Sallaway how metered billing structures work. Mr. Jackson further explained that data from our system would be needed in able to get a correct rate established.

Ms. Conway and Ms. Hastings exited the meeting at 10:35 AM.

2025 Sanitary Survey:

Mr. Jackson stated that he reviewed the report briefly and stated he did not see any critical recommendations from the state and that there were not many negative comments either. Mr. Panuczak stated the committee will review the report at their next meeting with Mr. Stephen Baert present.

Next Water & Roads Committee Meeting: October 17, 2025 at 9:00 AM

Mr. Panuczak asked the committee to review WEVD Water System Improvement Plan Presentation for the next meeting and be prepared to discuss prioritizing projects.

Mr. McElroy asked if the second storage tank recommended at the top of Pegwood could be fitted to feed a different part of the system than the tank currently installed, and what the reasoning for placing it at the top of Pegwood was. Mr. Panuczak stated that the District will ask Horizon's Engineering those questions ahead of their next meeting. Mr. McElroy also asked why a new tank would be put where there is infrastructure that is not in good shape. Mr. Jackson explained that it is normal to increase storage and then replace fittings in these types of situations.

Mr. Sallaway asked how the District would seek to fund the projects listed in the report. Mr. Panuczak explained that there are a number of options including warrants and bonding. Ms. Smith explained how the Water Department is currently funded and how bonding and warrants adding to the operating budget would impact the budget and rates. Mr. Jackson clarified that all appropriations have to go through warrants regardless of the source of the money.

Approval of Minutes:

Mr. Panuczak motioned to approve the Water and Roads committee minutes for 06/22/20, 07/22/20, 08/20/20, 11/04/20, 06/28/24, 07/26/24, 10/18/24, 08/23/24, 04/18/25, and 07/18/25 as written. Mr. Bujalski seconded. Motion carried with a 5:0 roll call vote: Scott Monroe – aye, Stan Bujalski – aye, Gerry Panuczak – aye, Bob Haskins – aye, Archie Jackson – aye.

Adjourn:

Motion to adjourn the Water & Roads committee meeting by Mr. Panuczak, seconded by Mr. Jackson. Motion carried with a 5:0 roll call vote: Scott Monroe – aye, Stan Bujalski – aye, Gerry Panuczak – aye, Bob Haskins – aye, Archie Jackson – aye.

Motion to adjourn the Commissioner meeting by Mr. Panuczak, seconded by Ms. Patti. Motion carried with a 2:0 roll call vote: Maureen Patti – aye, Gerry Panuczak – aye

Both adjourned at 10:53 AM

Minutes prepared by Allison Smith