WEVD COMMISSION MEETING AGENDA
Thursday, December 4, 2025, at 10 a.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. If remote attendance, reason & vote
5. Adoption of Agenda
6. Approval of Minutes
    a. September 26, 2025
    b. October 15, 2025
    c. November 18, 2025
7. GM's Report
8. Committee / Board Reports:
    a. Planning Board
    b. Water & Roads
    c. Budget Advisory
    d. Records & Retention
    e. CIP
9. CONSENT CALENDAR
    a. Manifests
    b. Committee/Board reports
10. GENERAL CALENDAR ITEMS
    a. Staff Reports
        i. Shawn Pelchat – Buildings & Grounds/Maintenance
        ii. Steve Baert – Water & Roads
        iii. Heather Pierce – Concessions and events
        iv. Tony Pierce – Kitchen
        v. Julie Smart – Front Desk
        vi. Lisa Magerer – Finance
        vii. Allison Smith – Administration
    b. Encumbrances
    c. Pegwood Fence
11. Next Meeting: December 17, 2025 @ 4 pm – PH to set water rates for Jan. 2026 bill
12. Public Comment Period
13. Non-Public Session
14. 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.

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.

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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 a 20% investment in a $20 million dollar over the next 13 years is normal. 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

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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 one 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.

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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

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Waterville Estates Village District
562 Winterbrook Road, Campton, NH 03223
(603) 726-3082 | www.waterville-estatesnh.gov

WEVD Commission DRAFT Meeting and Public Hearing Minutes
October 15, 2025 – 4 PM

Attendees: Commissioners Maureen Patti, Mark Canfield, General Manager (GM), Helen Chatel, Administrative Assistant Allison Smith, Treasurer Denise Aguiló, and Finance Administrator Lisa Magerer.

Attendees on Zoom: na

Members of the Public: Scott Sallaway (110 Snowood Drive), David Rose (177 Weetamoo Trail)

Members of the Public on Zoom: Tom H.

Members Excused: Gerry Panuczak

Call to Order: Commissioner Patti called the meeting to order at 4:00 PM.

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

Roll Call of Commissioners: Ms. Patti, and Mr. Canfield were present at the physical location. Mr. Panuczak was excused.

If remote attendance, reason & vote:
na

Adoption of Agenda:
Agenda was adopted as is.

Public Hearing 1: To accept and expend $9,999.00 in WEA operating funds for Ski Area Insurance
It was noted that the public hearing was noticed but later was discovered to not be needed as it had already taken place in March of 2025.
Ms. Smith clarified that the invoice was received for the amount that has been approved for 25-26 winter season.
Ms. Patti added that when the new invoice is received the new public hearing will be noticed and held.

Public Hearing 2: To accept the improvement valued at $6,000.00 to the outdoor courts at the community center.
Ms. Patti opened the public hearing at 4:03 PM.
Ms. Smith and Ms. Chatel explained what the amount was for, which is a change to the surface for the court to be a basketball court in addition to the pickle ball court.

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 4:05 PM.

Ms. Patti moved to accept the improvement valued at $6,000.00 to the outdoor courts at the community center. Mr. Canfield duly seconded. Motion carried with a 2:0 vote in favor: Ms. Patti – aye, Mr. Canfield – aye.

Public Hearing 3: To adopt a Driveway Ordinance

Ms. Patti opened the public hearing at 4:06 PM.

Ms. Chatel provided the rationale for the Driveway Ordinance adoption. Ms. Patti noted that it would only apply to driveways off the District owned roads. Mr. Canfield noted that he had some questions about the applicability of the statute to the District roads at the last meeting, which was confirmed since then by the District counsel.

- David Rose (177 Weetamoo Trail) - thanked the Commissioners for developing the ordinance. He asked about the budgetary overhead related to enforcement of this ordinance.

Ms. Patti said that the District has staff and the inspections and communications with residents have always been budgeted for.

- Mr. Rose then asked about whether the actual expenses related to the enforcement of this ordinance have been identified and planned for. He also commented on the ordinance itself as, in his opinion, it only refers to the RSA but does not identify specific procedures/parameters. He said that he had a few editorial comments and offered to go over them with staff or Commissioners later.

Ms. Patti said that Mr. Rose should contact Ms. Chatel about his concerns and to discuss his proposed edits to the Driveway Ordinance. She said that the ordinance is being adopted to make sure that there is a process defined to begin with, and that it could be amended and fine-tuned after having been adopted.

- Scott Salaway (110 Snowood Drive) questioned the permit duration of 1 year from the date of issuance.

Ms. Patti noted that Ms. Salaway's concern was valid and that it could be addressed as the ordinance is fine-tuned.

Mr. Canfield concurred with Ms. Patti.

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 4:23 PM.

Ms. Patti moved to amend the DRAFT Driveway Ordinance on page one to change the effective date from November 1, 2025 to October 16, 2025. Mr. Canfield duly seconded. Motion carried with a 2:0 vote in favor: Ms. Patti – aye, Mr. Canfield – aye.

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Ms. Patti moved to accept the amended the WEVD Driveway Ordinance. Mr. Canfield duly seconded. Motion carried with a 2:0 vote in favor: Ms. Patti – aye, Mr. Canfield – aye.

Approval of Minutes

September 24, 2025

*Ms. Patti motioned to amend **September 24, 2025** according to the list of 9 written amendments by her provided in the packet. Mr. Canfield duly seconded. Motion carried with a 2:0 vote in favor: Ms. Patti – aye, Mr. Canfield – aye.*

*Ms. Patti motioned to accept **September 24, 2025** as official meeting minutes. Mr. Canfield duly seconded. Motion carried with a 2:0 vote in favor: Ms. Patti – aye, Mr. Canfield – aye.*

September 26, 2025 – Joint Water & Roads

Approval of September 26, 2025 minutes was tabled to November 18, 2025 meeting at 6:0 PM due to Mr. Canfield not being present at the meeting on September 26, 2025.

Treasurer's Report

Ms. Aguiló said that everything was good. Reconciliation was done. Campton tax revenue amount has gone up since the last report.
Ms. Magerer spoke about her analysis of tax revenue receipts from both towns over the last three years and how 2025 compares to previous years.

General Manager's Report

Ms. Chatel spoke about the current activities the District staff is involved in.

Building & Grounds

• **Outdoor Pool Winterization:** On October 2, staff emptied the outdoor pools and began winterizing the surrounding area. Following the first frost, crews will begin trimming back seasonal plantings.

• **Ski Area Preparations:** The team has been actively preparing the ski area for the upcoming season:

- o Undercoated the fleet of vehicles for winter protection
- o Initiated deep cleaning of ski facilities
- o Tree trimming is underway on the ski slopes following a rain and wind event earlier this month that caused a tree to fall. This emergency decision was made to ensure the safety of mountain users and protect our equipment investments.

• **Rec Center Improvements:** Carpet installation on the lower level of the Recreation Center has been completed.

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• **Lap Pool Temperature Adjustment:** A member contacted the management with concerns about the lap pool temperature. After reviewing the American Red Cross (ARC) guidelines, which recommend an optimal range of 78–82°F for lap swimming, and 82°F or higher for pools used by young children, Ms. Chatel consulted with Shawn Pelchat and Zach. They have agreed to set the lap pool temperature at 80°F to align with ARC standards and maintain comfort for adult swimmers.

Water & Roads

• **Leak Detection & Response:** Steve Baert identified several leaks recently, including two significant ones—one at 5 gallons per minute and another at 15 gallons per minute. Both were located on private property, and homeowners were promptly notified by Steve and Alison.

• **System Performance:** Encouragingly, Steve Baert reported that the well pumps did not activate between midnight and 5 AM the following day, indicating reduced water loss and improved system efficiency.

• **Infrastructure Mapping:** Steve Baert located two long-sought valves in the wooded area. He addressed both and updated the system maps accordingly.

• **Road Work:** GSM Paving has begun work at the corner of Summit Drive and Weetamoo Road, marking the start of scheduled road improvements in that area.

• **Water Pressure Concern – Mr. Shilling:** Mr. Shilling contacted the staff regarding low water pressure at his residence. Lauren and Steve Baert are aware of the issue and have been regularly testing pressure levels along Holland Trail, which remain within acceptable limits. It has been suggested that the line from our valve to Mr. Shilling's home may have an obstruction, and he has been advised to have it inspected.

• **Correspondence – Mr. Bill Donahue:** Mr. Donahue reached out regarding water concerns at his Pegwood residence during busy weekends, particularly when snowmaking operations are active. After conferring with Steve Baert, it was confirmed that engineers from Horizon had previously investigated the matter. Mr. Donahue is on a private well, and according to Horizon's representative, his home sits approximately 250 feet above our wells. Given that our wells extend more than 250 feet deep, it is unlikely they share the same water vein, and our operations should not impact his supply.

Front Desk

• The Front Desk staff is performing well, with no issues to report at this time.

Concessions & Events

• A birthday party is scheduled in the lounge on October 18th, from the afternoon until 8:30 PM. Front desk personnel have been informed and are prepared to support the event as needed.

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• **Kitchen Equipment Update & CIF Funding:** As of October 12, 2025, the WEA Board of Directors approved a $18,000 CIF appropriation for Ski Lodge kitchen equipment. This includes the purchase of two True 60" Refrigerated Sandwich Prep Tables totaling $15,638.00, along with additional equipment as determined by the Chef to best support operations. The Association expressed enthusiasm for the upcoming winter menu.

• **Dining Table Discussion:** The Board also discussed the condition of the Lodge's standard dining-height tables. While the charm and atmosphere of the original tables were appreciated, it was acknowledged that they need attention. If refurbishing is not practical, the Association is prepared to fund replacements and awaits recommendations from Mr. and Mrs. Pierce.

• **Bar Renovation Proposal:** The Board reviewed Tony's proposed modifications to the bar and food pick-up area. While supportive, they deferred the final decision to management due to the permanent nature of the changes. The Association is willing to seek carpenter volunteers if needed to:

- o Create a passthrough near the kitchen entrance
- o Remove approximately 32" of bar top and frontage
- o Relocate the end-of-line electrical outlet
- o Construct a new food pickup station with a 12–15' counter from the new bar end to the kitchen entrance

Administration

• The staff and Ms. Chatel are currently hard at work preparing the District annual budget, with guidance and support from Ms. Magerer. This process is progressing steadily as they review departmental needs and align priorities for the upcoming fiscal year.

Summary

Staff across departments have made strong progress in transitioning operations for the winter season. From pool closures and ski area prep to water system improvements, road work, facility upgrades, budget planning, and event coordination, the team continues to demonstrate proactive maintenance, responsiveness, and operational readiness

Ms. Patti commended the District staff, Ms. Chatel, and former GM Ron Beard on their efforts to lower the electricity costs for running the districts water system, having heard from Ms. Chatel that the District well pumps did not activate between midnight and 5 AM the following day, indicating reduced water loss and improved system efficiency.

Committee / Board Reports:

Planning Board
The board as not met and will be meeting next week.

Water & Roads
The committee has not met and will be meeting next week.

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Budget Advisory
The committee met yesterday. Budget discussions ongoing. Next meeting is next Tuesday

Records & Retention
The committee met today and it was a productive meeting. Committee will be working with the District staff on Laserfiche project and going through the District documentation that needs to be scanned.

CONSENT CALENDAR
Manifests
Ms. Patti called for a vote to accept the manifests as presented in the packet. Motion carried with a 2:0 roll call vote: Ms. Patti, Mr. Canfield – aye.

Committee/Board reports
Ms. Patti called made a motion to accept the BAC report as it is presented in the packet. Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti, Mr. Canfield – aye.

GENERAL CALENDAR ITEMS

Appointing Alternate to BAC – Dave Spinney
Ms. Patti said that she used the Planning Board statute for appointing alternates for Mr. Spinneys appointment.

Discussion ensued about whether Mr. Spinney should be appointed as a voting member. It was noted that any alternate would need to be appointed by the Chair if there are not enough regular members to constitute quorum for that meeting and that is the only time when an alternate member would be voting in place of a regular member.

Ms. Patti noted that the District will have to create a procedure for alternates on various District advisory committees.

Ms. Patti made a motion to appoint Dave Spinny to serve as alternate for the Budget Advisory Committee, effective October 16, 2025 until the next District Annual Meeting date in 2026, and that Mr. Spinney will be invited to be seated as a committee member when necessary to complete a quorum, and when seated as a committee member he will have the authority to vote. Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti, Mr. Canfield – aye.

Purchasing Policy
Ms. Chatel provided a rationale for the adoption of a Purchasing Policy.

Discussion ensued about how the policy will benefit the transparency for reviewing purchases by various District entities.

Ms. Patti moved to adopt the WEVD Purchasing Policy as written and contained in the meeting handout, with the exception of couple grammatical errors that she fixed, to become effective on

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November 1, 2025. Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti, Mr. Canfield – aye.

Next Meetings: November 5, 2025 @ 6 PM

Public Comment Period

- Scott Salaway (110 Snowood Drive) – asked if there were any way to move the closing day for the outdoor pools to middle of September, as they are not used much after then and it is expensive to heat them.

MP responded that this is a valid concern and the District and WEA have been discussing the cost of heating the pools and whether the closing date should be deferred to the District management at some point; however, that is still an ongoing discussion.

- Mr. Salaway asked about Campton and Thornton tax amounts collected as of today compared to other years.

Ms. Magerer explained how to read the numbers in the report that she presented to the Commissioners.

- Mr. Salaway asked spoke about the Horizons Engineering water report and was impressed/shocked about the annual water usage numbers in it.

Ms. Smith explained the numbers in the Horizons Engineering report, which are the readings at the well and not necessarily what is reaching customers. To be able to calculate the actual water usage by each house, meters are needed. She then noted that the company has strongly suggested the use of water meters for that particular reason.

Ms. Patti noted that in when asked by Mr. Panuczak, engineers from Horizons said that the need to invest about 20 percent of the total cost of the water system over the next 15 years is the norm for other water systems. She said that this is where the District is with their needs as well.

17. Non-Public Session
MP c and l MC AIF

Non-Public Session
Ms. Patti motioned at 5:24 PM to enter non-public session for the purposes described in RSA 91-A:3, II (c) and (l). Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti, Mr. Canfield – aye.

Non-public session was entered at 5:25 PM, Commissioners Patti and Canfield were present in person as well as General Manager Helen Chatel, and Administrative Assistant Allison Smith (left at 5:30 PM).

Resumption of Public Session.

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Ms. Patti motioned to exit non-public session. Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Mr. Canfield – aye, Ms. Patti – aye.

Public session was entered at 6:01 PM. Commissioners Patti and Canfield were present in person.

The nonpublic session minutes were sealed by a motion from Ms. Patti, 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 2:0 roll call vote: Mr. Canfield – aye, Ms. Patti – aye.

Adjourn Meeting

Mr. Canfield made a motion to adjourn the meeting. Ms. Patti duly seconded. Motion carried with a 2:0 roll call vote: Mr. Canfield – aye, Ms. Patti – aye.

Meeting adjourned at 6:03 PM.

Minutes prepared by Alvina Snegach

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Waterville Estates Village District
562 Winterbrook Road, Campton, NH 03223
(603) 726-3082 | www.waterville-estatesnh.gov

WEVD Commission DRAFT Meeting Minutes
November 18, 2025 – 6 PM

Attendees: Commissioners Maureen Patti and Gerry Panuczak, General Manager (GM), Helen Chatel, Administrative Assistant Allison Smith (left???), Treasurer Denise Aguiló, and Finance Administrator Lisa Magerer.

Attendees on Zoom: na

Members of the Public: na

Members of the Public on Zoom: Chris Gerber, Bill Donohue, mike, Bobbi I Pad

Members Excused: Mark Canfield

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 and Mr. Panuczak were present at the physical location. Mr. Canfield was excused.

If remote attendance, reason & vote:
na

Adoption of Agenda:
By consensus, Commissioners agreed to put Item 11.b first and table Item 6.a.

GENERAL CALENDAR ITEMS

Set budget/warrant PH date

Ms. Patti noted that the 2026 District Annual Meeting date was set to March 21, 2026 with the snow date on March 28, 2026 at 9 AM. Commissioners discussed with Ms. Smith dates that she suggested for the Budget/Warrant Public Hearing which was also suggested to be conducted on the same date. February 7, 2026 at 10 AM with a snow date of February 14, 2026 was settled upon.

Ms. Patti moved to set the date for the District Budget/Warrant Public Hearing for February 7, 2026 at 10 AM with a snow date of February 14, 2026 at 10 AM. Mr. Panuczak duly seconded, and motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak - aye.

Approval of Minutes

October 15, 2025

Approval of minutes was tabled until the December 2, 2025 meeting.

November 5, 2025

*Mr. Panuczak moved to approve the **November 5, 2025** draft minutes as written. Ms. Patti duly seconded, and motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak - aye.*

November 13, 2025

*Ms. Patti moved to approve the **November 13, 2025** draft minutes as written. Mr. Panuczak duly seconded, and motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak - aye.*

November 14, 2025

*Ms. Patti moved to approve the **November 14, 2025** draft minutes as written. Mr. Panuczak duly seconded, and motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak - aye.*

Treasurer's Report

The Treasurer's Report was part of the meeting packet. Ms. Aguiló answered some questions about tax revenues.

General Manager's Report

Ms. Chatel spoke about the current activities the District staff is involved in.

Ski Lodge Maintenance:

A vendor replaced the coil in the kegerator to ensure reliable service during the winter season.

Staff are working to replace the water heaters, as the current units cannot maintain adequate temperature for dishwashing.

The lodge has transitioned from paper products to reusable plates and silverware, improving sustainability and guest experience.

Sufficient budget remains to complete these repairs before year-end.

Sauna Repair:

The timer in the sauna broke late last week. The replacement part arrived over the weekend and was installed on Monday.

Security Incident:

DRAFT

On Friday, Shawn encountered a group of teens tampering with equipment around the ski area. He issued a warning and made it clear that future incidents will be reported to the police.

Winter Surface Prep:

Staff have been actively sanding and salting parking lots to maintain safe access as winter conditions intensify.

Ski Lodge Event:

The ski lodge had a busy weekend, highlighted by the "Meet the New GM" event held Friday from 5-7 PM. The gathering was well attended, and Ms. Chatel had the pleasure of meeting many wonderful residents and engaging in great conversations.

Water & Roads

The Water & Roads team has been busy maintaining and preparing district roads for winter. Their efforts include proactive surface treatment, monitoring infrastructure, and ensuring safe travel conditions for residents and visitors.

Front Desk

The front desk experienced a software issue that prevented proper formatting of guest cards. The affected system has since been replaced, and functionality has been restored.

Administration

The administrative staff is actively preparing for year-end operations and the launch of the 2024 and 2025 audits. We have secured a vendor willing to take on the District's audit work, thanks to a recommendation from Carol Granfield. An in-person visit is scheduled for December 10-12 to begin the process.
Action Required: The Commissioners will need to formally approve the engagement, as the expense will exceed $10,000

Committee / Board Reports:

Planning Board
The planning board will meet on Thursday, November 20 to continue working on the CIP handbook for the District.

Water & Roads
The committee will meet on December 5.

Budget Advisory
The committee's report is in the packet. Next meeting is next Tuesday, November 25.

DRAFT

Records & Retention
The committee had a work session today and went through more boxes of documents. Members are hoping these are the last ones.

CIP Committee
There is a need to add an additional member to the committee which is on the agenda for this meeting later.

CONSENT CALENDAR

Manifests

Ms. Patti called for a vote to accept the manifests as presented in the packet. Motion carried with a 2:0 roll call vote: Mr. Panuczak - aye, Ms. Patti – aye.

Committee/Board reports

Ms. Patti made a motion to accept the BAC report as it is presented in the packet. Mr. Panuczak duly seconded. Motion carried with a 2:0 roll call vote: Mr. Panuczak, Ms. Patti – aye.

Appointing Anthony Patti to CIP Committee

Mr. Panuczak made a motion to appoint Anthony Patti to the CIP Committee as a Planning Board representative, Ms. Patti duly seconded. Motion carried with a 2:0 roll call vote: Mr. Panuczak - aye, Ms. Patti – aye.

GENERAL CALENDAR ITEMS

Alternate policy
Ms. Patti noted that Ms. Smith prepared the draft policy for alternates for the District advisory committees. She noted that this is only for the advisory committees.

Ms. Patti made a motion to approve the Alternates Policy as it is written and presented in the packet. Mr. Panuczak duly seconded. Motion carried with a 2:0 roll call vote: Mr. Panuczak, Ms. Patti – aye.

RCA – Auditor engagement
Ms. Chatel explained the numbers for the audit that were received from the auditor's quote (RHR Smith) for 2024 and 2025, which were as follows for each year:

- Financial Statement Audit $14,365
- Financial Statement Assistance and Review $2,535

Ms. Patti noted that the Commissioners originally budgeted $10,000 for the audit line item. The difference is nearly $7000.

Discussion ensued about the difficulty the District has had with retaining auditors.

DRAFT

Mr. Panuczak moved to engage with RHR Smith for 2024 and 2025 audit. Ms. Patti added amounts for each year (total of $16,900 for 2024 $16,900 for 2025 and as a friendly amendment. Ms. Patti duly seconded the amended motion. Motion carried with a 2:0 roll call vote: Mr. Panuczak, Ms. Patti – aye.

RCA – 190 Weetamoo exclusion from water billing

Mr. Panuczak explained that the owner installed a well and would like it to be removed from the water billing as they are not using the water from the District water system.

Ms. Patti made a motion to remove the 190 Wetamoo Trail property from the water system billing given that they have a well. Mr. Panuczak duly seconded. Motion carried with a 2:0 roll call vote: Mr. Panuczak, Ms. Patti – aye.

There was a discussion that the well water and water quality is now the issue between the owner and the well company after a comment was received from Steve Baert about the well testing result.

Pegwood Fence

Tabled to December 4, 2025, at 10 AM

Next Meetings: December ~~2,~~ 4, 2025 at 10 AM.

Commissioners agreed to move the next meeting to December 4, 2025 at 10 AM.

Public Comment Period

- Bill Donahue - asked about the well policy and whether a new construction property could also choose to drill a well to avoid becoming part of the water system.

Ms. Patti explained that 190 Wetamoo Trail property had elevation issues and had to install a well as they were unable to tie into the District water system. She added that Mr. Baert will respond to Mr. Donahue with more details about the District Water Ordinance.

Non-Public Session

Ms. Patti motioned at 6:47 PM to enter non-public session for the purposes described in RSA 91-A:3, II (a). Mr. Panuczak duly seconded. Motion carried with a 2:0 roll call vote: Mr. Panuczak, Ms. Patti – aye.

Non-public session was entered at 6:59 PM, Commissioners Patti and Panuczak were present in person. Also present were General Manager Helen Chatel and Finance Administrator Lisa Magerer.

Resumption of Public Session.

Ms. Patti motioned to exit non-public session. Mr. Panuczak duly seconded. Motion carried with a 2:0 roll call vote: Mr. Panuczak – aye, Ms. Patti – aye.

Public session was entered at 7:48 PM. Commissioners Patti and Panuczak were present in person.

DRAFT

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. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye.

Adjourn Meeting

Ms. Patti made a motion to adjourn the meeting. Mr. Panuczak duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye.

Meeting adjourned at 7:49 PM.

Minutes prepared by Alvina Snegach

DRAFT

Waterville Estates Village District
562 Winterbrook Road, Campton, NH 03223
(603) 726-3082 | www.waterville-estatesnh.gov

General Manager's Report

Waterville Estates Village District
Date: December 3, 2025

Buildings & Grounds

- **Lift project**: Staff and contractors have been busy completing the lift installation, ensuring readiness for winter operations.
- **Storm response**: Ongoing efforts to maintain facilities during recent storms, including monitoring for leaks, securing entrances, and keeping buildings safe and operational.
- **Preventive maintenance**: Crews continue routine checks to minimize storm-related damage and ensure winter preparedness.

Roads & Infrastructure

- **Road maintenance**: Steve and Lauren have been actively maintaining district roads, ensuring safe access during seasonal weather conditions.
- **Leak detection**: Their work continues to identify and address leaks, helping prevent further damage and ensuring long-term resilience.
- **Resident concerns**: Numerous calls were received regarding roads not being clear, specifically Winterbrook, Hodgeman, and Parker. These roads are under the jurisdiction of the Town of Campton.
- **Incident report**: On Sunday night, a vehicle traveling down Hodgeman struck our apple tree. Police were called, and we will follow up regarding damage to district property.
- **District efforts**: Staff continue to do the best they can maintaining district roads during challenging weather conditions.

Compliance & Conduct

- **Renter misconduct**: On Friday and Saturday, renters engaged in repeated inappropriate behavior, including entering the women's locker room and acting improperly in the hot tub.
- **Staff response**: Julie documented the incidents and reported them promptly. Helen confirmed the behavior was unacceptable and requested video timestamps to support the record.
- **Association action**: WEA was notified and informed property owners that renter violations can result in suspension, as owners are responsible for their guests' conduct.
- **Formal warning**: The WEA Vice President issued a written warning to the owners regarding repeated rule violations by their guests.
- **Process improvement**: A new document has been created for the front desk to ensure all pertinent information is collected and recorded moving forward, strengthening accountability and consistency in handling renter issues.

Finance & Administration

- **M535 completion**: Lisa successfully finalized the M535, enabling the towns of Thornton and Campton to set their tax rates.
- **Tax rate confirmation**: With rates now established, municipal financial planning can proceed with clarity and accuracy.
- **Next steps**: I will be visiting both towns to meet with their administrators, ensuring alignment on district priorities and maintaining strong inter-municipal relationships.

Strategic Goals

- **Operational safety**: Continue proactive risk management to minimize liability.
- **Community affordability**: Balance facility maintenance with resident-friendly pricing.
- **Interagency collaboration**: Strengthen coordination with Campton and other partners to address shared infrastructure concerns.
- **Institutional resilience**: Advance succession planning and regulatory compliance to ensure long-term stability.

Budget Advisory Committee

Report 11/27/25

Only one meeting has been held since the last report to the Commission. That meeting focused on Food and Beverage Services.

Tony and Heather Pierce were present and provided information about their operations, accomplishments, challenges they face, equipment and functional space needs, and expectations for 2026. Currently, the focus is on the Ski Lodge but the summer season was also discussed at length.

According to Tony, the past summer season was quite successful. Weather was difficult early in the season but played out nicely in July and August. Weather will always be a factor in how successful we can be at both the Community Center and the Ski Mountain.

Many changes have been made that enabled the delivery of top quality food and beverage services. But one key ingredient, availability of skillful labor, is such a wild card that it may negatively impact the potential each location will have. Tony has been challenged finding quality kitchen staff and according to his sources, this is a problem for many local restaurants. Bidding wars for good people are not uncommon. Efforts are underway to source labor and fill the inevitable turnover that can occur but remain the biggest challenge.

A business plan for F&B services based on staffing levels that exist or can be achieved is to be developed. With limited staffing, sales expected can be lower than if optimum staffing levels are achieved. Tony will also jazz up the menu on certain days and simplify others depending upon the day during the vacation weeks in order to avoid over taxing himself and staff. This will result in available food service throughout the week.

Projected food revenue was not fully achieved at this meeting but will be forecast at an upcoming meeting (hopefully Dec 2nd). Lisa is using a formula to project Cost of Goods Sold targets.

Necessary upgrades to plant and equipment include replacing the Kegerator at $9000, two new refrigerators at $15,000, two fryolators at $3000, and a reach in cooler at $2700. CIF funds have already been provided for the new refrigerators and fryolators.

The BAC hopes to have the 2026 budget recommendation ready for discussion with the commission in early January. The change from the calendar schedule developed is due to unforeseen circumstances and occasional inability to generate a quorum.

Check Manifest - by Payee

Date: 11/20/2025 **Batch ID:** 392 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
2525	SYSTEM	**11/20/2025**	**9763**	**ACE HARDWARE**			
	2297586			11/13/2025	125.71	0.00	125.71
	01.4312.002.611 / HWY - SMALL TOOLS					125.71	
	SCREWS, 50 NUTS & BOLTS, STORAGE CONTAINER, 2 BARS						
					Total Check #:	**2525**	**125.71**
2526	SYSTEM	**11/20/2025**	**160**	**AMAZON**			
	1C6D-YXQ1-63KL			11/13/2025	35.86	0.00	35.86
	01.4522.003.663 / SKI - LIFT MAINTENANCE					35.86	
	20 PC REFLECTIVE DRIVEWAY MARKERS						
	1G3T-66XT-D1FJ			11/12/2025	136.88	0.00	136.88
	01.4314.003.614 / B&G - CLEANING SUPPLIES					72.91	
	CITRUS & ALOE SCENTED CONDITIONER						
	01.4314.003.614 / B&G - CLEANING SUPPLIES					63.97	
	CITRUS & ALOE SCENTED CONDITIONERMCKESSON BODY WASH & SHAMPOO						
	1P6L-M6NH-96Y1			11/12/2025	117.43	0.00	117.43
	01.4314.003.630 / B&G - BUILDING REPAIRS					117.43	
	HEAVY DUTY COMMERCIAL HYDRAULIC DOOR CLOSER						
	1WNP-CWFP-97NM			11/12/2025	35.01	0.00	35.01
	01.4314.003.630 / B&G - BUILDING REPAIRS					35.01	
	WALL TIMER						
					Total Check #:	**2526**	**325.18**
2527	SYSTEM	**11/20/2025**	**250**	**AMERIGAS**			
	3182941098			11/06/2025	5,298.99	0.00	5,298.99
	01.4314.003.341 / B&G - HEAT					5,298.99	
	2893.7 GALLONS PROPANE						
					Total Check #:	**2527**	**5,298.99**
2528	ACH	**11/20/2025**	**280**	**AMOSKEAG BEVERAGES, INC.**			***ACH***
	38476218			11/14/2025	348.00	0.00	348.00
	03.3409.001.007 / COG - BEER					348.00	
	BEER PURCHASE						

Check Manifest - by Payee

Date: 11/20/2025 **Batch ID:** 392 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #:	**2528**	**348.00**
2529	SYSTEM	**11/20/2025**	**560**	**BELLETETES, INC.**			
	4790506			11/13/2025	20.84	0.00	20.84
	01.4312.002.822 / HWY - PROJECTS					21.06	
	WOOD TO MAKE BRACKET FOR NEW ROAD SIGNS ON WINTERBROOK & HODGEMAN						
	01.4312.002.822 / HWY - PROJECTS					-0.22	
	WOOD TO MAKE BRACKET FOR NEW ROAD SIGNS ON WINTERBROOK & HODGEMAN						
	4790620			11/13/2025	223.25	0.00	223.25
	01.4522.003.662 / SKI - SKI AREA REPAIRS					225.52	
	DRANO, WOOD, HINGES, AAA BATTERIES, HUBBELL COVER, BLUE PAINTERS TAPE, RUSTIC SD						
	01.4522.003.662 / SKI - SKI AREA REPAIRS					-2.27	
	DRANO, WOOD, HINGES, AAA BATTERIES, HUBBELL COVER, BLUE PAINTERS TAPE, RUSTIC SD						
					Total Check #:	**2529**	**244.09**
2530	SYSTEM	**11/20/2025**	**9748**	**BLACK RIVER PRODUCE**			
	958380			11/12/2025	541.26	0.00	541.26
	03.3409.001.002 / COG - FOOD					541.26	
	FOOD PURCHASE						
					Total Check #:	**2530**	**541.26**
2531	SYSTEM	**11/20/2025**	**9709**	**CINTAS**			
	5302462204			11/12/2025	286.51	0.00	286.51
	01.4314.003.613 / B&G - GROUNDS REPAIRS & MAINTENANCE					286.51	
	MEDICAL SUPPLIES FOR CABINETS @ SKI LODGE, COMM. CTR OFFICE, FRONT DESK & LOUNGE						
					Total Check #:	**2531**	**286.51**
2532	SYSTEM	**11/20/2025**	**810**	**C M WHITCHER RUBBISH REMOVAL LLC**			
	10227			11/01/2025	755.04	0.00	755.04
	01.4314.003.616 / B&G - TRASH REMOVAL					335.82	
	REC CENTER 10 YD BW SERVICE - FRIDAY						
	03.4522.003.491 / SKI - TRASH REMOVAL					482.14	
	SKI AREA 8 YARD SERICE - FRIDAY						
	01.4314.003.616 / B&G - TRASH REMOVAL					-31.46	
	REC CENTER 10 YD BW SERVICE - FRIDAY						

Check Manifest - by Payee

Date: 11/20/2025 **Batch ID:** 392 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		03.4522.003.491 / SKI - TRASH REMOVAL				-31.46	
		SKI AREA 8 YARD SERICE - FRIDAY					
					Total Check #:	**2532**	**755.04**
2533	SYSTEM	**11/20/2025**	**1240**	**CONSOLIDATED COMMUNICATIONS**			
	7331			11/12/2025	140.30	0.00	140.30
		02.4331.520.350 / WTR - TELEPHONE				140.30	
		10/12/25 - 11/11/2025 SERVICE					
					Total Check #:	**2533**	**140.30**
2534	SYSTEM	**11/20/2025**	**1250**	**CONSOLIDATED COMMUNICATIONS**			
	7408			11/12/2025	361.56	0.00	361.56
		01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES				361.56	
		10/12/25 - 11/11/2025 SERVICE					
					Total Check #:	**2534**	**361.56**
2535	SYSTEM	**11/20/2025**	**1260**	**CONSOLIDATED COMMUNICATIONS**			
	8279			11/12/2025	140.30	0.00	140.30
		01.4312.002.350 / HWY - TELEPHONE & INTERNET				140.30	
		10/12/25 - 11/11/2025 SERVICE					
					Total Check #:	**2535**	**140.30**
2536	SYSTEM	**11/20/2025**	**1320**	**CONSOLIDATED COMMUNICATIONS**			
	8958			11/12/2025	102.89	0.00	102.89
		01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES				102.89	
		10/12/25 - 11/11/2025 SERVICE					
					Total Check #:	**2536**	**102.89**
2537	SYSTEM	**11/20/2025**	**1340**	**CONSOLIDATED COMMUNICATIONS**			
	5220			11/12/2025	69.82	0.00	69.82
		02.4331.520.350 / WTR - TELEPHONE				69.82	
		10/12/25 - 11/11/2025 SERVICE					
					Total Check #:	**2537**	**69.82**

Check Manifest - by Payee

Date: 11/20/2025 **Batch ID:** 392 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
2538	SYSTEM	**11/20/2025**	**1350**	**CONSOLIDATED COMMUNICATIONS**			
	4707			11/12/2025	140.30	0.00	140.30
		02.4331.520.350 / WTR - TELEPHONE				140.30	
		10/12/25 - 11/11/2025 SERVICE					
					Total Check #:	**2538**	**140.30**
2539	ACH	**11/20/2025**	**9764**	**DOLE AND BAILEY**			***ACH***
	493551			11/05/2025	763.93	0.00	763.93
		03.3409.001.002 / COG - FOOD				763.93	
		FOOD PURCHASE - LAMB SHANK, BEEF SIRLOIN TIPS AND SALMON					
	493839			11/12/2025	551.85	0.00	551.85
		03.3409.001.002 / COG - FOOD				551.85	
		FOOD PURCHASE - LAMB SHANKS, SIRLOIN TIPS AND GROUND BEEF/PORT					
					Total Check #:	**2539**	**1,315.78**
2540	SYSTEM	**11/20/2025**	**1940**	**EVERSOURCE**			
	1074 OCTOBER			11/03/2025	84.93	0.00	84.93
		01.4314.003.340 / B&G - ELECTRIC				84.93	
		10/1/25 - 11/3/25 SERVICE					
					Total Check #:	**2540**	**84.93**
2541	SYSTEM	**11/20/2025**	**9659**	**GENERATING SOLUTIONS LLC**			
	6619			11/11/2025	480.00	0.00	480.00
		02.4331.520.670 / WTR - SUBSCRIPTION & DUES				480.00	
		ANNUAL PUP STATION MONITORING SUBSCRIPTION FROM 12/1/25 - 11/30/2026					
					Total Check #:	**2541**	**480.00**
2542	SYSTEM	**11/20/2025**	**9742**	**HORIZONS ENGINEERING, INC.**			
	38357			8/26/2025	4,008.00	0.00	4,008.00
		02.4331.520.390 / WTR - CONSULTING				4,008.00	
		WATER SYSTEM PLAN AND ON CALL ENGINEERING SUPPORT					
					Total Check #:	**2542**	**4,008.00**

Check Manifest - by Payee

Date: 11/20/2025 **Batch ID:** 392 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
2543	SYSTEM	**11/20/2025**	**3170**	**JP PEST SERVICES**			
	4271537			11/11/2025	240.00	0.00	240.00
	01.4520.003.619 / REC - PEST CONTROL					240.00	
	COMMERCIAL PROTECTION PROGRAM - COMMUNITY CENTER						
	4271538			11/11/2025	156.00	0.00	156.00
	01.4520.003.619 / REC - PEST CONTROL					156.00	
	COMMERCIAL PROTECTION PROGRAM @ SKI LODGE						
					Total Check #:	**2543**	**396.00**
2544	SYSTEM	**11/20/2025**	**3970**	**MUNICIPAL RESOURCES, INC.**			
	26497			11/13/2025	1,530.00	0.00	1,530.00
	01.4130.002.390 / EXEC - CONSULTING					1,530.00	
	SERVICES PROVIDED BY C. GRANFIELD IN OCTOBER 2025.						
					Total Check #:	**2544**	**1,530.00**
2545	SYSTEM	**11/20/2025**	**9270**	**NH ELECTRIC CO-OP**			
	LIBERTY LANE - THORNTOI			11/13/2025	2,550.35	0.00	2,550.35
	02.4331.520.340 / WTR - ELECTRICITY					2,550.35	
	10/10/25 - 11/10/25 SERVICE @ LIBERTY LANE, THORNTON, NH						
					Total Check #:	**2545**	**2,550.35**
2546	SYSTEM	**11/20/2025**	**4530**	**NUCAR FORD OF PLYMOUTH**			
	PARTS INV 1200			11/10/2025	68.96	0.00	68.96
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE					68.96	
	PM 27 JUGG - EXHAUST - EMISSION CONTROL						
					Total Check #:	**2546**	**68.96**
2547	SYSTEM	**11/20/2025**	**4540**	**O'REILLY AUTO PARTS**			
	4989-380414			11/10/2025	83.98	0.00	83.98
	01.4522.003.663 / SKI - LIFT MAINTENANCE					83.98	
	FUEL PUMP AND FUEL FILTER FOR APU						
	4989-380434			11/10/2025	134.25	0.00	134.25
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE					134.25	

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	MINI BULB, 2 MARKER LIGHTS, MARKERS, 3 - 1 GALLON ANTIFREEZE AND 4 O'REILLY DEF						
	4989-381070			11/13/2025	95.94	0.00	95.94
	01.4312.002.828 / HWY - BODY MAINTENANCE					95.94	
	6 BLACK CANS RUST PREVENTER						
					Total Check #:	**2547**	**314.17**
2548	SYSTEM	**11/20/2025**	**9756**	**PETER DOWNING**			
	11182025			11/18/2025	500.00	0.00	500.00
	03.4522.003.611 / SKI - ENTERTAINMENT					500.00	
	ENTERTAINMENT @ SKI LODGE 11/21/25						
					Total Check #:	**2548**	**500.00**
2549	ACH	**11/20/2025**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			***ACH***
	498090968			10/29/2025	790.84	0.00	790.84
	03.3409.001.002 / COG - FOOD					790.84	
	FOOD PURCHASE - COST OF GOODS						
					Total Check #:	**2549**	**790.84**
2550	SYSTEM	**11/20/2025**	**9751**	**THE GRANITE GROUP**			
	18021051-01			11/10/2025	8.97	0.00	8.97
	02.4331.520.641 / WTR - SYSTEM REPAIRS					8.97	
	PVC ADAPTER AND PVC NIPPLE						
					Total Check #:	**2550**	**8.97**
2551	SYSTEM	**11/20/2025**	**9490**	**TREASURER, STATE OF NH**			
	211251			11/03/2025	30.00	0.00	30.00
	02.4331.520.860 / WTR - WATER TESTING					30.00	
	3 SAMPLES DW BACTERIA,P/A,CHR,AQUEOUS						
	211252			11/03/2025	15.00	0.00	15.00
	02.4331.520.860 / WTR - WATER TESTING					15.00	
	1 SAMPLE DW BACTERIA,P/A,CHR,AQUEOUS						
					Total Check #:	**2551**	**45.00**
2552	SYSTEM	**11/20/2025**	**6180**	**UNIFIRST CORPORATION**			

Check Manifest - by Payee

Date: 11/20/2025 **Batch ID:** 392 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken		Amount Paid
	1070462555			11/06/2025	182.25	0.00		182.25
	01.4521.003.610 / FD - SUPPLIES						33.40	
	COOK SHIRTS, BIBS, MOP, TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG							
	01.4314.003.614 / B&G - CLEANING SUPPLIES						31.93	
	COOK SHIRTS, BIBS, MOP, TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG							
	03.4523.002.610 / LNG - BAR SUPPLIES						79.69	
	COOK SHIRTS, BIBS, MOP, TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG							
	01.4312.002.610 / HWY - SHOP SUPPLIES						27.44	
	COOK SHIRTS, BIBS, MOP, TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG							
	03.4522.003.610 / SKI - CLEANING SUPPLIES						0.29	
	COOK SHIRTS, BIBS, MOP, TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG							
	01.4314.003.614 / B&G - CLEANING SUPPLIES						9.50	
	COOK SHIRTS, BIBS, MOP, TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG							
	1070464378			11/13/2025	194.55	0.00		194.55
	01.4521.003.610 / FD - SUPPLIES						34.97	
	COOK SHIRTS, BIBS, WET AREA RUG, MOP, TERRY CLOTHS, BEACH TOWELS, FD RUG							
	01.4314.003.614 / B&G - CLEANING SUPPLIES						21.69	
	COOK SHIRTS, BIBS, WET AREA RUG, MOP, TERRY CLOTHS, BEACH TOWELS, FD RUG							
	03.4523.002.610 / LNG - BAR SUPPLIES						106.41	
	COOK SHIRTS, BIBS, WET AREA RUG, MOP, TERRY CLOTHS, BEACH TOWELS, FD RUG							
	01.4312.002.610 / HWY - SHOP SUPPLIES						21.69	
	COOK SHIRTS, BIBS, WET AREA RUG, MOP, TERRY CLOTHS, BEACH TOWELS, FD RUG							
	03.4522.003.610 / SKI - CLEANING SUPPLIES						0.29	
	COOK SHIRTS, BIBS, WET AREA RUG, MOP, TERRY CLOTHS, BEACH TOWELS, FD RUG							
	01.4314.003.614 / B&G - CLEANING SUPPLIES						9.50	
	COOK SHIRTS, BIBS, WET AREA RUG, MOP, TERRY CLOTHS, BEACH TOWELS, FD RUG							
					Total Check #:	**2552**		**376.80**
2553	SYSTEM	**11/20/2025**	**6240**	**UPTON & HATFIELD, LLP**				
	BILL # 176241			11/06/2025	3,399.00	0.00		3,399.00
	01.4130.002.323 / EXEC - LEGAL SERVICES						1,767.00	
	PROFESSIONAL SERVICES - GENERAL MATTERS							
	02.4331.520.323 / WTR - LEGAL EXPENSES						1,632.00	
	PROFESSIONAL SERVICES - GENERAL MATTERS							
					Total Check #:	**2553**		**3,399.00**
2554	SYSTEM	**11/20/2025**	**6280**	**VERIZON WIRELESS**				

Check Manifest - by Payee

Date: 11/20/2025 **Batch ID:** 392 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken		Amount Paid
	6127982884			11/08/2025	303.80	0.00		303.80
	02.4331.520.351 / WTR - CELL PHONE						42.60	
	10/9/25 - 11/8/25 SERVICE - GM iPAD							
	01.4130.002.351 / EXEC - CELL PHONES						42.60	
	10/9/25 - 11/8/25 SERVICE - WATER DEPT iPAD							
	01.4130.002.351 / EXEC - CELL PHONES						95.52	
	10/9/25 - 11/8/25 SERVICE - GM CELLPHONE							
	01.4130.002.351 / EXEC - CELL PHONES						123.08	
	10/9/25 - 11/8/25 SERVICE -WATER DEPT CELLPHONE							
					Total Check #:	**2554**		**303.80**
2555	SYSTEM	**11/20/2025**	**4070**	**WESCO DISTRIBUTION INC.**				
	S6371780.001			11/06/2025	278.48	0.00		278.48
	01.4522.003.662 / SKI - SKI AREA REPAIRS						278.48	
	8 FT LINEAR DUAL LENS - LED STRIPLIGHT							
					Total Check #:	**2555**		**278.48**
2556	SYSTEM	**11/20/2025**	**6680**	**XEROX FINANCIAL SERVICES**				
	41173487			11/10/2025	444.52	0.00		444.52
	01.4130.002.618 / EXEC - COPIER LEASE						148.18	
	10/30/25 - 11/29/25 CONTRACT & EQUIPMENT PROTECTION							
	01.4520.002.618 / REC - COPIER LEASE						148.17	
	10/30/25 - 11/29/25 CONTRACT & EQUIPMENT PROTECTION							
	02.4331.520.618 / WTR - COPIER LEASE						148.17	
	10/30/25 - 11/29/25 CONTRACT & EQUIPMENT PROTECTION FOR COPIER							
					Total Check #:	**2556**		**444.52**

Check Manifest - by Payee

Date: 11/20/2025 **Batch ID:** 392 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
11/20/2025	**Check Manifest**		**Batch:**	**392**	**Chk Count:**	**32**	**Total Amnt:**	**25,775.55**

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	12,376.80
02	WATER FUND	9,265.51
03	RECREATION FUND	4,133.24

--- Signatures ---

_____
Helen Chatel, General Manager

_____
Maureen Patti, Commissioner-Chair

_____
Mark Canfield, Commissioner

_____
Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 11/26/2025 **Batch ID:** 393 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
2557	SYSTEM	**11/26/2025**	**9763**	**ACE HARDWARE**			
	2295863			9/21/2025	393.12	0.00	393.12
	01.4312.002.612 / HWY - LARGE TOOLS					393.12	
	BATTERY, BAR & CHAIN QT, VP 50.1 FUEL, CHAIN LOOP, CHAINSAW SCRENCH						
	22977821			11/21/2025	17.98	0.00	17.98
	01.4312.002.610 / HWY - SHOP SUPPLIES					17.98	
	2 QTS. VP 50:1 FUEL						
					Total Check #:	**2557**	**411.10**
2558	SYSTEM	**11/26/2025**	**80**	**AFLAC**			
	156750			11/27/2025	4,992.84	0.00	4,992.84
	01.2020.000.008 / AFLAC PAYABLE					4,992.84	
	MONTH OF NOVEMBER EMPLOYEE AFLAC						
					Total Check #:	**2558**	**4,992.84**
2559	SYSTEM	**11/26/2025**	**90**	**AIRGAS USA, LLC**			
	9166892763			11/18/2025	3,034.75	0.00	3,034.75
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					3,034.75	
	4 CL. CARBON DIOXIDE FG/IND 20 LB20 CL CARBON DIOXIDE IND 300 CGA 320						
					Total Check #:	**2559**	**3,034.75**
2560	SYSTEM	**11/26/2025**	**150**	**ALVINA SNEGACH**			
	WEVD 11-18-25			11/18/2025	100.00	0.00	100.00
	01.4130.002.390 / EXEC - CONSULTING					100.00	
	4 HOURS WEVD COMMISSION MTG TRANSCRIPTION						
					Total Check #:	**2560**	**100.00**
2561	SYSTEM	**11/26/2025**	**160**	**AMAZON**			
	1FLD-1WPW-7WTD			11/17/2025	68.39	0.00	68.39
	01.4521.003.610 / FD - SUPPLIES					68.39	
	ERGONOMIC OFFICE CHAIR						
	1W4C-KRV1-1N16			11/20/2025	140.40	0.00	140.40
	01.4314.003.630 / B&G - BUILDING REPAIRS					140.40	

Check Manifest - by Payee

Date: 11/26/2025 **Batch ID:** 393 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				HONEYWELL STANDARD THERNOSTAT				
						Total Check #:	**2561**	**208.79**
2562	SYSTEM	**11/26/2025**	**220**	**AMERIGAS**				
	3183246803				11/09/2025	706.07	0.00	706.07
				01.4522.002.341 / SKI - BUILDING HEAT			706.07	
				372.0 GALLONS PROPANE - SKI LODGE				
						Total Check #:	**2562**	**706.07**
2563	ACH	**11/26/2025**	**280**	**AMOSKEAG BEVERAGES, INC.**				***ACH***
	38476293				11/20/2025	30.00	0.00	30.00
				03.3409.001.007 / COG - BEER			30.00	
				1 CASE GARAGE BEER LIME				
						Total Check #:	**2563**	**30.00**
2564	SYSTEM	**11/26/2025**	**9615**	**ANDREW MARSHALL**				
	11-21-25 ENTERTAINMENT				11/21/2025	400.00	0.00	400.00
				03.4522.003.611 / SKI - ENTERTAINMENT			400.00	
				ENTERTAINMENT FOR SKI LODGE 11/29/25				
						Total Check #:	**2564**	**400.00**
2565	ACH	**11/26/2025**	**9697**	**BANK OF NEW HAMPSHIRE**				***ACH***
	STATEMENT 11-12-25				11/12/2025	399.70	0.00	399.70
				01.4711.000.004 / DEBT - PRINCIPAL PAYMENTS - BANK OF NH TRAILER			384.97	
				PRINCIPAL PAYMENT ON FIXED LOAN				
				01.4721.000.004 / DEBT - INTEREST PAYMENTS - BANK NH TRAILER			14.73	
				INTEREST PAYMENT ON FIXED LOAN				
						Total Check #:	**2565**	**399.70**
2566	SYSTEM	**11/26/2025**	**9770**	**BATTERIES PLUS BULBS**				
	P87371035				11/21/2025	73.95	0.00	73.95
				01.4312.002.824 / HWY - EQUIPMENT MAINTNANCE			73.95	
				12V 18AH LEAD DURACELL 12-18C/FR				

Check Manifest - by Payee

Date: 11/26/2025 **Batch ID:** 393 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #:	**2566**	**73.95**
2567	SYSTEM	**11/26/2025**	**1270**	**CONSOLIDATED COMMUNICATION**			
	113295354110			11/18/2025	214.00	0.00	214.00
	01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES					214.00	
	10/18/25 - 11/17/25 SERVICE						
					Total Check #:	**2567**	**214.00**
2568	SYSTEM	**11/26/2025**	**1360**	**CONSOLIDATED COMMUNICATIONS**			
	1132298733142			11/18/2025	357.02	0.00	357.02
	02.4331.520.350 / WTR - TELEPHONE					357.02	
	10/18/25 - 11/17/25 SERVICE						
					Total Check #:	**2568**	**357.02**
2569	SYSTEM	**11/26/2025**	**2300**	**FREEDOM PRINTERS**			
	JOB-2300			11/24/2025	170.63	0.00	170.63
	01.4130.002.610 / EXEC - OFFICE SUPPLIES					85.32	
	STOCK SECURITY LASER CHECKS - BLUE FOR A/P						
	01.4520.002.610 / REC - OFFICE SUPPLIES					85.31	
	STOCK SECURITY LASER CHECKS - BLUE FOR A/P						
					Total Check #:	**2569**	**170.63**
2570	SYSTEM	**11/26/2025**	**2630**	**HEALTH TRUST**			
	001580536			1/18/2025	22,027.40	0.00	22,027.40
	01.2020.000.001 / PAYROLL LIABILITIES					307.15	
	12/1/25 - 12/31/25 BILLING PERIOD						
	01.2020.000.001 / PAYROLL LIABILITIES					68.40	
	12/1/25 - 12/31/25 BILLING PERIOD						
	02.4331.520.210 / WTR - HEALTH INSURANCE					1,981.26	
	12/1/25 - 12/31/25 BILLING PERIOD						
	02.4331.520.211 / WTR - DENTAL INSURANCE					79.50	
	12/1/25 - 12/31/25 BILLING PERIOD						
	01.4314.001.210 / B&G - HEALTH INSURANCE					7,925.04	
	12/1/25 - 12/31/25 BILLING PERIOD						
	01.4314.001.211 / B&G - DENTAL INSURANCE					310.47	
	12/1/25 - 12/31/25 BILLING PERIOD						

Check Manifest - by Payee

Date: 11/26/2025 **Batch ID:** 393 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
Invoice #			PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid	
			01.4521.001.210 / FD - HEALTH INSURANCE				2,641.68	
			12/1/25 - 12/31/25 BILLING PERIOD					
			01.4521.001.211 / FD - DENTAL INSURANCE				106.02	
			12/1/25 - 12/31/25 BILLING PERIOD					
			01.4130.001.210 / EXEC - HEALTH INSURANCE				4,315.78	
			12/1/25 - 12/31/25 BILLING PERIOD					
			01.4130.001.211 / EXEC - DENTAL INSURANCE				170.54	
			12/1/25 - 12/31/25 BILLING PERIOD					
			03.4520.001.210 / REC - HEALTH INSURANCE				1,320.84	
			12/1/25 - 12/31/25 BILLING PERIOD					
			03.4520.001.211 / REC - DENTAL INSURANCE				53.01	
			12/1/25 - 12/31/25 BILLING PERIOD					
			01.4312.001.210 / HWY - HEALTH INSURANCE				1,320.84	
			12/1/25 - 12/31/25 BILLING PERIOD					
			01.4312.001.211 / HWY - DENTAL INSURANCE				53.02	
			12/1/25 - 12/31/25 BILLING PERIOD					
			01.4525.001.210 / FBF - HEALTH INSURANCE				1,320.84	
			12/1/25 - 12/31/25 BILLING PERIOD					
			01.4525.001.211 / FBF - DENTAL INSURANCE				53.01	
			12/1/25 - 12/31/25 BILLING PERIOD					
					Total Check #:	**2570**		**22,027.40**
2571	ACH	**11/26/2025**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			***ACH***	
	498092819			10/31/2025	792.66	0.00		792.66
			03.3409.001.002 / COG - FOOD				792.66	
			FOOD PURCHASE FOR SKI LODGE					
	498100676			11/07/2025	1,182.39	0.00		1,182.39
			03.4522.003.612 / SKI - KITCHEN SUPPLIES				150.76	
			KITCHEN SUPPLIES					
			03.3401.002.004 / SKI - FOOD				1,031.63	
			FOOD PURCHASE					
	498105019			11/12/2025	1,448.87	0.00		1,448.87
			03.4522.003.610 / SKI - CLEANING SUPPLIES				77.65	
			CLEANING SUPPLIES					
			03.3401.002.005 / SKI - NON-ALCOHOLIC BEVERAGES				59.24	
			ON-ALCOHOLIC BEVERAGES					
			03.4522.003.411 / SKI - DIESEL				165.39	
			KITCHEN SUPPLIES					
			03.3409.001.002 / COG - FOOD				1,146.59	

Check Manifest - by Payee

Date: 11/26/2025 **Batch ID:** 393 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
Invoice #			PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
			CLEANING SUPPLIES, NON-ALCOHOLIC BEVERAGES, KITCHEN SUPPLIES AND FOOD PURCHASE				
					Total Check #:	**2571**	**3,423.92**
2572	SYSTEM	**11/26/2025**	**6180**	**UNIFIRST CORPORATION**			
1070466129				11/20/2025	172.55	0.00	172.55
			01.4521.003.610 / FD - SUPPLIES				33.40
			COOK SHIRTS, APRONS, WET MOP, TERRY CLOTHS, BEACH TOWEL AND FD DOOR RUG				
			01.4314.003.614 / B&G - CLEANING SUPPLIES				29.55
			COOK SHIRTS, APRONS, WET MOP, TERRY CLOTHS, BEACH TOWEL AND FD DOOR RUG				
			03.4523.002.610 / LNG - BAR SUPPLIES				79.69
			COOK SHIRTS, APRONS, WET MOP, TERRY CLOTHS, BEACH TOWEL AND FD DOOR RUG				
			01.4312.002.610 / HWY - SHOP SUPPLIES				20.12
			COOK SHIRTS, APRONS, WET MOP, TERRY CLOTHS, BEACH TOWEL AND FD DOOR RUG				
			03.4522.003.610 / SKI - CLEANING SUPPLIES				0.29
			COOK SHIRTS, APRONS, WET MOP, TERRY CLOTHS, BEACH TOWEL AND FD DOOR RUG				
			01.4314.003.614 / B&G - CLEANING SUPPLIES				9.50
			COOK SHIRTS, APRONS, WET MOP, TERRY CLOTHS, BEACH TOWEL AND FD DOOR RUG				
					Total Check #:	**2572**	**172.55**

Check Manifest - by Payee

Date: 11/26/2025 **Batch ID:** 393 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
11/26/2025	**Check Manifest**		**Batch:**	**393**	**Chk Count:**	**16**	**Total Amnt:**			**36,722.72**

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	28,997.19
02	WATER FUND	2,417.78
03	RECREATION FUND	5,307.75

--- Signatures ---

Helen Chatel, General Manager

Maureen Patti, Commissioner-Chair

Mark Canfield, Commissioner

Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 12/04/2025 **Batch ID:** 394 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
2573	SYSTEM	**12/04/2025**	**9763**	**ACE HARDWARE**			
	2297953			11/25/2025	299.99	0.00	299.99
	02.4331.520.611 / WTR - TOOLS MW BATTERY LTM M18 33#					299.99	
					Total Check #:	**2573**	**299.99**
2574	SYSTEM	**12/04/2025**	**160**	**AMAZON**			
	1D9N-7V34-W4KH			11/29/2025	20.51	0.00	20.51
	01.4314.003.611 / B&G - SMALL TOOLS SHORT EXTENSION CORD 1 FT.					20.51	
	1LFL-LCXP-K6CP			11/28/2025	108.35	0.00	108.35
	01.4314.003.610 / B&G - MAINTENANCE SUPPLIES SWIFTER SOLUTION, LYSOL CLEANER AND TORK EXTRA MILD HAND WASHING SOAP					108.35	
					Total Check #:	**2574**	**128.86**
2575	ACH	**12/04/2025**	**280**	**AMOSKEAG BEVERAGES, INC.**			***ACH***
	38476394			11/26/2035	298.50	0.00	298.50
	03.3409.001.007 / COG - BEER 9 CASES BEER					298.50	
	38476395			11/26/2025	43.00	0.00	43.00
	03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES 1 CASE RED BULL					43.00	
					Total Check #:	**2575**	**341.50**
2576	SYSTEM	**12/04/2025**	**8990**	**BADGER METER**			
	80218690			11/26/2025	7.92	0.00	7.92
	02.4331.520.670 / WTR - SUBSCRIPTION & DUES NOVEMBER 2025 SERVICES					7.92	
					Total Check #:	**2576**	**7.92**
2577	SYSTEM	**12/04/2025**	**1290**	**CONSOLIDATED COMMUNICATIONS**			
	603480 1840317			11/24/2025	200.00	0.00	200.00
	01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES					200.00	

Check Manifest - by Payee

Date: 12/04/2025 **Batch ID:** 394 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		10/24/25 - 11/23/25 SERVICE					
					Total Check #:	**2577**	**200.00**
2578	SYSTEM	**12/04/2025**	**1300**	**CONSOLIDATED COMMUNICATIONS**			
	603406 2057157			11/24/2025	3.60	0.00	3.60
		01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES				3.60	
		10/24/25 - 11/23/25 SERVICE					
					Total Check #:	**2578**	**3.60**
2579	SYSTEM	**12/04/2025**	**1330**	**CONSOLIDATED COMMUNICATIONS**			
	4019573 983			11/21/2025	200.00	0.00	200.00
		02.4331.520.350 / WTR - TELEPHONE				200.00	
		10/21/25 - 11/20/25 25					
					Total Check #:	**2579**	**200.00**
2580	SYSTEM	**12/04/2025**	**1770**	**EASTERN MINERALS, INC.**			
	065605			11/28/2025	1,766.62	0.00	1,766.62
		01.4312.002.819 / HWY - ROAD SAND & SALT				1,766.62	
		30,59 TONS SALT					
					Total Check #:	**2580**	**1,766.62**
2581	SYSTEM	**12/04/2025**	**1890**	**EVERSOURCE**			
	5091 OCT NOV			11/26/2025	60.58	0.00	60.58
		01.4522.002.340 / SKI - ELECTRIC				60.58	
		10/27/25 - 11/26/25 SERVICE					
					Total Check #:	**2581**	**60.58**
2582	SYSTEM	**12/04/2025**	**1910**	**EVERSOURCE**			
	0067 OCT NOV			11/26/2025	322.65	0.00	322.65
		02.4331.520.340 / WTR - ELECTRICITY				322.65	
		10/27/25 - 11/26/25 SERVICE					
					Total Check #:	**2582**	**322.65**

Check Manifest - by Payee

Date: 12/04/2025 **Batch ID:** 394 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
2583	SYSTEM	**12/04/2025**	**1930**	**EVERSOURCE**			
	1063 OCT NOV			11/26/2025	5,464.75	0.00	5,464.75
	01.4314.003.340 / B&G - ELECTRIC					5,464.75	
	10/27/25 - 11/26/25 SERVICE						
					Total Check #:	**2583**	**5,464.75**
2584	SYSTEM	**12/04/2025**	**1990**	**EVERSOURCE**			
	0085 OCT NOV			11/26/2025	92.82	0.00	92.82
	01.4312.003.340 / HWY - ELECTRIC					92.82	
	10/27/25 - 11/26/25 SERVICE						
					Total Check #:	**2584**	**92.82**
2585	SYSTEM	**12/04/2025**	**2020**	**EVERSOURCE**			
	0026 OCT NOV			11/26/2025	121.98	0.00	121.98
	01.4312.003.340 / HWY - ELECTRIC					121.98	
	10/27/25 - 11/26/25 SERVICE						
					Total Check #:	**2585**	**121.98**
2586	SYSTEM	**12/04/2025**	**2040**	**EVERSOURCE**			
	5011 OCT NOV			11/26/2025	125.19	0.00	125.19
	01.4522.002.340 / SKI - ELECTRIC					125.19	
	10/27/25 - 11/26/25 SERVICE						
					Total Check #:	**2586**	**125.19**
2587	SYSTEM	**12/04/2025**	**7270**	**EVERSOURCE**			
	0092 OCT NOV			11/26/2025	1,694.83	0.00	1,694.83
	01.4522.002.340 / SKI - ELECTRIC					1,694.83	
	10/27/25 - 11/26/25 SERVICE						
					Total Check #:	**2587**	**1,694.83**
2588	SYSTEM	**12/04/2025**	**7280**	**EVERSOURCE**			
	0025 OCT NOV			11/26/2025	422.36	0.00	422.36
	02.4331.520.340 / WTR - ELECTRICITY					422.36	

Check Manifest - by Payee

Date: 12/04/2025 **Batch ID:** 394 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		10/27/25 - 11/26/25 SERVICE					
					Total Check #:	**2588**	**422.36**
2589	SYSTEM	**12/04/2025**	**7300**	**EVERSOURCE**			
	1029 OCT NOV			11/26/2025	164.49	0.00	164.49
		02.4331.520.340 / WTR - ELECTRICITY				164.49	
		10/27/25 - 11/26/25 SERVICE					
					Total Check #:	**2589**	**164.49**
2590	SYSTEM	**12/04/2025**	**7310**	**EVERSOURCE**			
	1039 OCT NOV			11/26/2025	117.58	0.00	117.58
		01.4522.002.340 / SKI - ELECTRIC				117.58	
		10/27/25 - 11/26/25 SERVICE					
					Total Check #:	**2590**	**117.58**
2591	SYSTEM	**12/04/2025**	**7320**	**EVERSOURCE**			
	6058 OCT NOV			11/26/2025	21.00	0.00	21.00
		02.4331.520.340 / WTR - ELECTRICITY				21.00	
		10/27/25 - 11/26/25 SERVICE					
					Total Check #:	**2591**	**21.00**
2592	SYSTEM	**12/04/2025**	**7330**	**EVERSOURCE**			
	6092 OCT NOV			11/26/2025	23.12	0.00	23.12
		02.4331.520.340 / WTR - ELECTRICITY				23.12	
		10/27/25 - 11/26/25 SERVICE					
					Total Check #:	**2592**	**23.12**
2593	SYSTEM	**12/04/2025**	**9130**	**EVERSOURCE**			
	4017 OCT NOV			11/26/2025	155.70	0.00	155.70
		02.4331.520.340 / WTR - ELECTRICITY				155.70	
		10/27/25 - 11/26/25 SERVICE					
					Total Check #:	**2593**	**155.70**

Check Manifest - by Payee

Date: 12/04/2025 **Batch ID:** 394 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
2594	SYSTEM	**12/04/2025**	**9140**	**EVERSOURCE**			
	9021 OCT NOV			11/26/2025	2,280.12	0.00	2,280.12
	02.4331.520.340 / WTR - ELECTRICITY					2,280.12	
	10/27/25 - 11/26/25 SERVICE						
					Total Check #:	**2594**	**2,280.12**
2595	SYSTEM	**12/04/2025**	**7480**	**HANDYMAN HARDWARE INC.**			
	B501688			11/05/2025	99.45	0.00	99.45
	01.4314.003.615 / B&G - SUPPLIES					100.50	
	2 - CEILING FLAT WHITE PAINT						
	01.4314.003.615 / B&G - SUPPLIES					10.00	
	3/4 X 66 COLD WEATHER ELECT						
	01.4314.003.615 / B&G - SUPPLIES					-11.05	
	2 - CEILING FLAT WHITE PAINT3/4 X 66 COLD WEATHER ELECT						
	B501692			11/05/2025	28.35	0.00	28.35
	01.4312.002.611 / HWY - SMALL TOOLS					31.50	
	FIRE EXTINGUISHER SIGN, LATEX SEALANT AND9" CAULK GUN						
	01.4312.002.611 / HWY - SMALL TOOLS					-3.15	
	FIRE EXTINGUISHER SIGN, LATEX SEALANT AND9" CAULK GUN						
	B501702			11/05/2025	11.70	0.00	11.70
	01.4312.002.611 / HWY - SMALL TOOLS					13.00	
	LATEX WHITE SEALANTQ						
	01.4312.002.611 / HWY - SMALL TOOLS					-1.30	
	LATEX WHITE SEALANTQ						
	B501855			11/06/2025	27.00	0.00	27.00
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE					30.00	
	ANTIFREEZE COOLANT PREMIX						
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE					-3.00	
	ANTIFREEZE COOLANT PREMIX						
	B502006			11/07/2025	-90.45	0.00	-90.45
	01.4314.003.615 / B&G - SUPPLIES					-100.50	
	2 - FLAT WHITE CEILING PAINT CREDIT						
	01.4314.003.615 / B&G - SUPPLIES					10.05	
	DISCOUNT RETURNED ON ITEM -- 2 - CANS FLAT WHITE CEILING PAINT CREDIT						
	B502031			11/07/2025	9.00	0.00	9.00
	01.4314.003.615 / B&G - SUPPLIES					10.00	

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		SINGLE SIDED KEY						
		01.4522.003.663 / SKI - LIFT MAINTENANCE					-1.00	
		TAPE FLAG ORG						
	B502699				11/12/2025	18.00	0.00	18.00
		01.4314.003.826 / B&G - VEHICLE MAINTENANCE					10.00	
		PAINT SPRAY GLOSS BLACK						
		01.4314.003.609 / B&G - DEPT UNIFORMS					10.00	
		THERMAL SHELL PALM GLOVES						
		01.4314.003.826 / B&G - VEHICLE MAINTENANCE					-2.00	
		PAINT SPRAY GLOSS BLACK ANDTHERMAL SHELL PALM GLOVES						
	B502888				11/13/2025	51.30	0.00	51.30
		01.4314.003.615 / B&G - SUPPLIES					22.00	
		BLADE SAW CIRCULAR 40T						
		01.4522.003.662 / SKI - SKI AREA REPAIRS					35.00	
		FOAM BRUSH AND URETHANE SPAR OIL						
		01.4314.003.615 / B&G - SUPPLIES					-5.70	
		BLADE SAW CIRCULAR 40TFOAM BRUSH AND URETHANE SPAR OIL						
	B502889				11/13/2025	16.20	0.00	16.20
		01.4314.003.615 / B&G - SUPPLIES					40.00	
		CIRCULAR SAW BLADE						
		01.4314.003.615 / B&G - SUPPLIES					-22.00	
		CIRCULAR SAW BLADE RETURNED						
		01.4314.003.615 / B&G - SUPPLIES					-1.80	
		CIRCULAR SAW BLADE						
	B503060				11/14/2025	11.25	0.00	11.25
		01.4312.002.822 / HWY - PROJECTS					12.50	
		10 X 4 STAR DECK GRN						
		01.4312.002.822 / HWY - PROJECTS					-1.25	
		10 X 4 STAR DECK GRN						
	B503430				11/17/2025	28.08	0.00	28.08
		01.4522.003.662 / SKI - SKI AREA REPAIRS					31.20	
		ZN BRACE CORNER PLATEMISC FASTENERS						
		01.4522.003.662 / SKI - SKI AREA REPAIRS					-3.12	
		ZN BRACE CORNER PLATEMISC FASTENERS						
	B503546				11/18/2025	20.25	0.00	20.25
		01.4522.003.662 / SKI - SKI AREA REPAIRS					22.50	
		1/4X1 STRUCTURAL SCREW						
		01.4522.003.662 / SKI - SKI AREA REPAIRS					-2.25	

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		1/4X1 STRUCTURAL SCREW					
	B503567			11/18/2025	36.00	0.00	36.00
		01.4312.002.611 / HWY - SMALL TOOLS				40.00	
		WHITE MARKING SPRAY					
		01.4312.002.611 / HWY - SMALL TOOLS				-4.00	
		WHITE MARKING SPRAY					
	B503756			11/19/2025	40.05	0.00	40.05
		01.4522.003.662 / SKI - SKI AREA REPAIRS				44.50	
		MISC FASTENERS, LED DIM BULB AND PAINT REMOVER					
		01.4522.003.662 / SKI - SKI AREA REPAIRS				-4.45	
		MISC FASTENERS, LED DIM BULB AND PAINT REMOVER					
	B503901			11/20/2025	19.80	0.00	19.80
		01.4312.002.822 / HWY - PROJECTS				22.00	
		12 x 5 STAR DECK GRN1/4 X 1 1/2 FENDER WASHER					
		01.4312.002.822 / HWY - PROJECTS				-2.20	
		12 x 5 STAR DECK GRN1/4 X 1 1/2 FENDER WASHER					
	B504052			11/21/2025	47.47	0.00	47.47
		01.4522.003.663 / SKI - LIFT MAINTENANCE				52.75	
		FENCE SNOW GUARD 4X50 FT					
		01.4522.003.663 / SKI - LIFT MAINTENANCE				-5.28	
		FENCE SNOW GUARD 4X50 FT					
	B504775			11/26/2025	38.25	0.00	38.25
		01.4312.002.610 / HWY - SHOP SUPPLIES				42.50	
		FIRE EXTINGUISHER SIGN ANDDOUBLE ROLL PAPER TOWELS					
		01.4312.002.610 / HWY - SHOP SUPPLIES				-4.25	
		FIRE EXTINGUISHER SIGN ANDDOUBLE ROLL PAPER TOWELS					
	B504797			11/25/2025	27.00	0.00	27.00
		01.4522.003.663 / SKI - LIFT MAINTENANCE				30.00	
		ENAMEL FLAT BROWN SPRAY PAINT					
		01.4522.003.663 / SKI - LIFT MAINTENANCE				-3.00	
		ENAMEL FLAT BROWN SPRAY PAINT					
					Total Check #:	**2595**	**438.70**
2596	SYSTEM	**12/04/2025**	**2750**	**HOWARD P. FAIRFIELD, LLC**			
	9758749			11/24/2025	177.56	0.00	177.56
		01.4312.002.824 / HWY - EQUIPMENT MAINTNANCE				177.56	
		2 MOLDBOARD SHOE OWRL					

Check Manifest - by Payee

Date: 12/04/2025 **Batch ID:** 394 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken		Amount Paid
	9761033			11/25/2025	534.67	0.00		534.67
	01.4312.002.821 / HWY - EQUIPMENT REPAIR						534.67	
	LED LIGHT, MARKER KIT, LED LIGHT UTILITY, FEMALE QUICK COUPLER AND MALE QUICK CO							
					Total Check #:	**2596**		**712.23**
2597	SYSTEM	**12/04/2025**	**9766**	**JOHN O'NEILL**				
	113025			11/30/2025	400.00	0.00		400.00
	03.4522.003.611 / SKI - ENTERTAINMENT						400.00	
	ENTERTAINMENT @ SKI LODGE 12/5/25							
					Total Check #:	**2597**		**400.00**
2598	ACH	**12/04/2025**	**9695**	**KS STATEBANK - GOVT FINANCE DEPT - *ACH***				***ACH***
	DECEMBER PAYMENTQ			12/01/2025	1,662.29	0.00		1,662.29
	01.4711.000.003 / DEBT - PRINCIPAL PAYMENTS - KS BANK - EXCAVATOR						1,471.03	
	PRINCIPAL PAYMENT ON EXCAVATOR							
	01.4721.000.003 / DEBT - INTEREST PAYMENTS - KS BANK - EXCAVATOR						191.26	
	INTEREST PAYMENT ON EXCAVATOR							
					Total Check #:	**2598**		**1,662.29**
2599	SYSTEM	**12/04/2025**	**4150**	**NEW HAMPSHIRE LIQUOR COMMISSION**				
	176445144036			11/29/2025	242.52	0.00		242.52
	03.3409.001.008 / COG - WINE						242.52	
	WINE PURCHASE							
					Total Check #:	**2599**		**242.52**
2600	SYSTEM	**12/04/2025**	**4540**	**O'REILLY AUTO PARTS**				
	4989-383177			11/24/2025	175.43	0.00		175.43
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE						175.43	
	OIL FILTER, 1 GALLON TURBO DSL AND BLACK CANS							
	4989383416 CREDIT			11/25/2025	-10.66	0.00		-10.66
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE						-10.66	
	OIL FILTER RETURNED							
	5959-484575 CREDIT			11/25/2025	-63.16	0.00		-63.16
	01.4312.002.826 / HWY - VEHICLE MAINTENANCE						-63.16	

Check Manifest - by Payee

Date: 12/04/2025 **Batch ID:** 394 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
			TURBO DSL, MOTOR OIL AND OIL FILTERS				
					Total Check #:	**2600**	**101.61**
2601	SYSTEM	**12/04/2025**	**5700**	**STAPLES BUSINESS ADVANTAGE**			
	7007801862			11/25/2025	94.66	0.00	94.66
			01.4521.003.610 / FD - SUPPLIES			2.09	
			WHITE REINFORCEDMENTS				
			01.4130.002.610 / EXEC - OFFICE SUPPLIES			17.99	
			3X3 PACK NOTES				
			01.4521.003.610 / FD - SUPPLIES			74.58	
			TRICOLOR INK CARTRIDGE				
					Total Check #:	**2601**	**94.66**
2602	SYSTEM	**12/04/2025**	**9721**	**STEVENS BLANCHARD**			
	11302025			11/30/2025	1,000.00	0.00	1,000.00
			03.4522.003.611 / SKI - ENTERTAINMENT			1,000.00	
			ENTERTAINMENT @ SKI LODGE 12/12/25				
					Total Check #:	**2602**	**1,000.00**
2603	SYSTEM	**12/04/2025**	**6180**	**UNIFIRST CORPORATION**			
	1070467522			11/27/2025	194.55	0.00	194.55
			01.4521.003.610 / FD - SUPPLIES			34.97	
			COOK SHIRTS, TERRY CLOTHS, APRONS, BEACH TOWELS AND FD RUG				
			01.4314.003.614 / B&G - CLEANING SUPPLIES			21.69	
			COOK SHIRTS, TERRY CLOTHS, APRONS, BEACH TOWELS AND FD RUG				
			03.4523.002.610 / LNG - BAR SUPPLIES			106.41	
			COOK SHIRTS, TERRY CLOTHS, APRONS, BEACH TOWELS AND FD RUG				
			01.4312.002.610 / HWY - SHOP SUPPLIES			21.69	
			COOK SHIRTS, TERRY CLOTHS, APRONS, BEACH TOWELS AND FD RUG				
			03.4522.003.610 / SKI - CLEANING SUPPLIES			0.29	
			COOK SHIRTS, TERRY CLOTHS, APRONS, BEACH TOWELS AND FD RUG				
			01.4314.003.614 / B&G - CLEANING SUPPLIES			9.50	
			COOK SHIRTS, TERRY CLOTHS, APRONS, BEACH TOWELS AND FD RUG				
					Total Check #:	**2603**	**194.55**
2604	SYSTEM	**12/04/2025**	**4070**	**WESCO DISTRIBUTION INC.**			

Check Manifest - by Payee

Date: 12/04/2025 **Batch ID:** 394 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
Invoice #			PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
S6370158.001				10/31/2025	58.99	0.00	58.99
02.4331.520.640 / WTR - GENERATOR MAINTENANCE							58.99
1 EA GE THQL21100 2P 120/240V CB							
					Total Check #:	**2604**	**58.99**

Check Manifest - by Payee

Date: 12/04/2025 **Batch ID:** 394 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
12/04/2025	**Check Manifest**		**Batch:**	**394**	**Chk Count:**	**32**	**Total Amnt:**			**18,921.21**

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	12,874.15
02	WATER FUND	3,956.34
03	RECREATION FUND	2,090.72

--- Signatures ---

Helen Chatel, General Manager

Maureen Patti, Commissioner-Chair

Mark Canfield, Commissioner

Gerald Panuczak, Commissioner

PROPOSAL

Vermont Recreational Surfacing & Fencing, Inc.
13 Tammy's Way
Monroe, NH 03771
www.vt-recreational.com

Toll Free: (800) 639-8071
Phone: (603) 638-2738
Fax: (603) 638-4458
Email: vtrecnh@gmail.com

Date: 5/20/2025

Submitted to: Steven Baert

Waterville Estates Village District
562 Winterbrook Road
Campton, NH 03223

Direct: (603) 254-8869
Cell:
Email: steveb@waterville-estates.com

Proposal #: 2025-211
Job: Pigland Tank
Campton, NH

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

Fence

> Supply and install approximately 350LF of 8' high black vinyl chain link fence with 3 strands of barb
> 3” terminal posts, 2-1/2” line posts, 1-5/8" top rail
> Bottom tension wire
> Braced a
> SS40 Pipe
> 2" x 9 GA Class 2B black vinyl wire
> One (1) - 4' walk gate
> One (1) - 12'double drive gate

PRICE: **$27,176.00**

> Supply and install approximately 350LF of 6' high black vinyl chain link fence with 3 strands of barb
> 3” terminal posts, 2-1/2” line posts, 1-5/8" top rail
> Bottom tension wire
> Braced a
> SS40 Pipe
> 2" x 9 GA Class 2B black vinyl wire
> One (1) - 4' walk gate
> One (1) - 12'double drive gate

PRICE: **$23,700.00**

> Supply and install approximately 350LF of 8' high galvanized chain link fence with 3 strands of barb
> 3” terminal posts, 2-1/2” line posts, 1-5/8" top rail
> Bottom tension wire
> Braced a
> SS40 Pipe
> 2" x 9 GA aluminized wire
> One (1) - 4' walk gate
> One (1) - 12'double drive gate

PRICE: **$23,376.00**

> Supply and install approximately 350LF of 6' high galvanized chain link fence with 3 strands of barb
> 3” terminal posts, 2-1/2” line posts, 1-5/8" top rail
> Bottom tension wire
> Braced a
> SS40 Pipe
> 2" x 9 GA aluminized wire
> One (1) - 4' walk gate
> One (1) - 12'double drive gate

PRICE: **$20,399.00**

NO RETAINAGE

PRICES ARE GOOD FOR TEN (10) DAYS FROM THE DATE OF THIS PROPOSAL

Unforeseen ground conditions may add costs to the project.
Digsafe premarks and marking of private utilities not covered by Digsafe is the responsibility of the owner or GC.
All material is guaranteed to be specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workman-like manner:
Handsetting of posts an additional $100.00 per post. Does not cover hand digging in hard pack or rock/rip rap.
Downtime billed out $750.00 per hour if site is not properly prepared.

Respectfully Submitted: _____
Stephen Shattuck

The above prices, specifications and conditions are hereby accepted.
You are authorized to do the work as specified.
Acceptance of Proposal

Signature: _____ Date: _____

***Payments must be made within 30 days from invoice date.**

****An annual finance charge of 18% will be charged on all invoices over 30 days.**

*****You will also be responsible for any collection fees that may occur should the account become delinquent, including but not limited to court filings, experts, consultants, service of process, and attorney fees**

Maureen Patti Motions for December 4, 2025

1. **Agenda Item # 6 - a, Adoption of minutes –**
   Proposed Amendments to draft minutes of September 26, 2025:
   1. Page 2, line 64 – modify sentence to read: "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."
   2. Page 3, line 88 – delete 'one' and insert "engineering firm or water utility/service vendor"

2. **Agenda Item # 6 - b, Adoption of Minutes –**
   Proposed Amendments to draft minutes of October 15, 2025:
   1. Page 4, line 136 – insert "Kennedy" after 'Zach'
   2. Page 4, line 143 – insert "longstanding" before 'significant'
   3. Page 4, line 144 – Correct typo "Allison" and add last name "Smith"
   4. Page 4, line 146 – insert after 'well pumps' the words "are regularly not activating" AND delete 'did not activate'
   5. Page 4, line 147 – insert after 'water loss' the following: "…, reduced use of electricity, "
   6. Page 4, line 157 – insert last name "Bennett" after 'Loren'
   7. Page 4, line 167 – insert after 'water vein, and' the words "the engineers concluded"
   8. Page 5, line 220 – correct typo "Planning Board has not met"
   9. Page 6, line 245 – correct typo "Spinney's"
   10. Page 6, line 246 – insert at end of sentence "as the BAC was created by the voters at an Annual Meeting."
   11. Page 7, lines 301-302 – delete
   12. Page 8, line 319 – modify sentence to read: "Ms. Patti moved to seal the nonpublic session minutes as divulgence of the minutes would adversely affect the reputation of someone other than a commissioner. This motion was seconded by Mr. Canfield…."

3. **Agenda Item # 6 - c, Adoption of Minutes –**
   Proposed Amendments to draft minutes of November 18, 2025:
   1. Page 1, line 6 – delete 'left???' and insert "left at 6:06 p.m."
   2. Page 1, line 39 – correct typo "Hearings"
   3. Page 2, lines 75 & 76 AND 78 & 79 – reverse the order of these 2 sets of lines AND add at the end of current line 79 the following: "This has created a greater demand on the Lodge dishwasher as a result."
   4. Page 3, line 91 – insert at the end of the sentence "and parents."
   5. Page 3, line 121 – substitute for 'engagement' the words "retaining of a new auditor,…"
   6. Page 5, line 183 – insert second parenthetical after '2025' ["$16,900 for 2025)"]
   7. Page 5, line 209 – modify sentence to read: "…had elevation issues and chose to install a well. She added…"
   8. Page 6, lines 226 – 228 – modify to read "Mr. Panuczak moved to seal the nonpublic session minutes as divulgence of the minutes would adversely affect the reputation of someone other than a commissioner. This motion was seconded by Ms. Patti…."

4. **Agenda Item # 10 – b, Encumbrances**
    1. I, Maureen Patti, move pursuant to RSA 32:7, V to encumber $1,000.00 as of 12/31/2025 for the purposes of opening the CIP Trust Fund as described in Warrant Article #6 approved at the 2025 WEVD Annual Meeting.
    2. I, Maureen Patti, move pursuant to RSA 32:7, I to encumber $60,000.00 as of 12/31/2025 in general ledger line number 01.4312.001.390 named HWY – CONSULTING for the road plan contracted with Verdantas, LLC (formerly Horizon's Engineering) as appropriated in the WEVD General Fund budget approved at the 2025 WEVD Annual Meeting.
    3. I, Maureen Patti, move pursuant to RSA 32:7, I to encumber $13,342.26 as of 12/31/25 in general ledger line number 01.4130.002.393 named EXEC – DOCUMENT RETENTION for Laserfiche software contract with RICOH as appropriated in the WEVD General Fund budget approved at the 2025 WEVD Annual Meeting.