Waterville Estates Village District
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*WEVD Commission APPROVED Meeting Minutes
January 7, 2026 – 6:00 PM

Approved as amended on January 21, 2026.

Attendees in physical location: Commissioners Maureen Patti, Mark Canfield, and Gerry Panuczak, 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 in physical location: Scott Sallaway, 110 Snowood Drive, Ned McElroy, 22 Goose Hollow Road, Town of Campton Trustee of the Trust Fund.

Members of the Public on Zoom: na

Members Excused: na

Call to Order: Commissioner Patti called the meeting to order at 6:00 PM.

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

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

If remote attendance, reason & vote:
na

Adoption of Agenda:
Agenda remained unchanged.

Non-Public Session

Ms. Patti motioned at 6:04 PM to enter non-public session for the purposes described in RSA 91-A:3, II (c). Mr. Panuczak duly seconded. Motion carried with a 3:0 roll call vote: Mr. Panuczak - aye, Ms. Patti – aye, Mr. Canfield - aye.

Non-public session was entered at 6:04 PM, Commissioners Patti, Canfield and Panuczak were present in person. Also present were General Manager Helen Chatel and Administrative Assistant Allison Smith.

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

Public session was entered at 6:23 PM. Commissioners Patti, Canfield, and Panuczak were present in person.

Approval of Minutes

December 17, 2025
*Ms. Patti moved to amend **December 17, 2025** draft minutes according to the 10 amendments she proposed in the packet. Mr. Panuczak duly seconded, and motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Canfield – aye.*

*Ms. Pati moved to approve **December 17, 2025** amended minutes as official minutes. Mr. Panuczak duly seconded, and motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Canfield – aye.*

Treasurer's Report
Treasurer Denise Aguiló presented the report and briefly answered questions about tax collections from Thornton and Campton.

General Manager's Report

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

GM's Overview

Severe weather conditions, including an ice storm and fluctuating temperatures, have significantly affected District operations over the past several weeks. Buildings & Grounds and Roads crews have been working continuously to maintain safe access, address ice buildup, and support increased holiday activity. Snowmaking efforts have been hindered by warm temperatures, rain, and equipment challenges, though progress has been made whenever conditions allow.

The Water Department successfully located and addressed two long-standing leaks, resulting in improved system performance and increased water pressure for affected homeowners. The Campton Mountain Restaurant experienced a busy and successful holiday season despite delivery challenges due to issues with town and District roads. At the Recreation Center, staff managed high visitor volume and resolved technical issues with internet and camera systems promptly and effectively.

Staffing remains stable. Ron Beard has officially stepped into the Mountain Manager role, and additional lift attendant applicants are being reviewed. Continued cooperation from weather and road conditions will be essential as winter operations move forward.

Buildings & Grounds
The Buildings and Grounds team has remained extremely active following the holiday period and the December 29, 2025 ice storm, which left a solid sheet of ice on District roads and parking lots. Staff have been focused on restoring facilities after heavy holiday use and addressing the significant cleanup and treatment required to ensure safe access throughout the property.

Roads
Road maintenance has been especially challenging due to persistent ice and fluctuating temperatures. The GM contacted the District's AmeriGas representatives and has confirmed that District roads have been cleared/sanded by WEVD staff. Even the Community Center was running low on propane. While AmeriGas continues to cite driver safety as their primary concern, the District is doing everything possible to maintain and improve road conditions to support safe access for the propane trucks.

Several homeowners have expressed concerns about AmeriGas trucks not making deliveries. I contacted our AmeriGas representatives and confirmed that District roads have been cleared to the best of our ability. Even the Recreation Center is running low on propane. While AmeriGas continues to cite driver safety as their primary concern, we are doing everything possible to maintain and improve road conditions to support safe access.

After discussing AmeriGas lack of communication with the District, the Commissioners asked Ms. Chatel to start reaching out to other vendors as the District had been given assurances by Amerigas last spring that delivery issues would be addressed, which is obviously not the case.

Management has also reached out to both Campton and Thornton, as these conditions are affecting the entire region. This time of year, presents challenges for everyone, and the District continues to coordinate efforts to keep roads open and serviceable.

Snowmaking Operations
Snowmaking efforts have been significantly impacted by weather conditions and vandalism. WEVD has initially positioned to open on December 26, 2025; however, a major rain event the weekend prior brought temperatures near 50 degrees, melting and washing away the snow that had been produced.

During that same weekend, power to the snowmaking building was shut off, causing the equipment and interior lines to freeze. Shawn Pelchat was able to thaw, repair, and restart the system, allowing snowmaking to resume on December 26.

WEVD snowmaking capacity remains limited. With only one snow gun, a single well, and weather-dependent production windows, District staff are able to make snow only every one to two days. Temperatures above 30 degrees, wind, rain, and ice continue to restrict operations. Despite these challenges, snow has been made on:

- December 26
- December 31
- January 2

- January 4

Shawn Pelchat has been in regular communication with Jaime Oldmixon and Ron Beard regarding the potential opening of the tow rope on January 9 or 10. Current forecasts, however, indicate incoming rain and rising temperatures, which may affect the planned opening.

Additional Snow-Related Issues
During the fall, several trees were cleared in preparation for winter operations. This work left a large pine tree more exposed to high winds. Recent storms caused part of the tree to come down, and the remaining portion began threatening a nearby home. Emergency action was taken to stabilize the situation, and the full removal of the tree is scheduled for this week. Due to the size of the tree and its proximity to the home heavy equipment is required and, the cost to the District is $2,500.

Water Department
Steven Baert and Lauren Bennett identified two leaks in the system—one on Morrel Road and another on Liberty Lane. The Liberty Lane leak was found to be releasing approximately 5 to 8 gallons per minute. This is the leak Mr. Baert has been searching for over the past several years. The homeowner on Liberty Lane was notified prior to Christmas and has since taken steps address the issue.

The Morrill Circle leak was located on the District's system and repairs have been completed.

Mr. Thomas Schelling of 7 Holland Trail visited the office to report that his water pressure exceeded 40 psi over the holiday period and that he was very pleased with the improvement. He acknowledged that the Liberty Lane leak may have been the source of his previous pressure concerns. Mr. Schelling has committed to keeping the Water Department and District management informed of any future changes.

Campton Mountain Restaurant
Heather McCarthy Pierce and Anthony Pierce have had an exceptionally busy holiday season at the Campton Mountain Restaurant. Their work has included hosting events, accommodating early afternoon football crowds, and managing increased food preparation demands. They have also been navigating the ongoing challenge of delivery trucks accessing the Mountain without getting stuck on Winterbrook (a town road), which has required additional coordination and flexibility.

Recreation Center – Front Desk
The Front Desk experienced a significant increase in activity over the past few weeks as homeowners and renters utilized the Recreation Center with their friends and family members during the holiday period. Despite the heavy traffic, staff managed operations smoothly.

There were challenges the day after New Year's when the internet went down. Under the direction of Julie Smart and Allison Smith, staff worked closely with Spectrum to restore service. In addition to resolving the internet outage, they also inspected and verified the proper functioning of the television cable connections.

On the Saturday after Christmas Day, the front desk camera system froze. Although the cameras were not functioning locally, the General Manager was able to access them remotely. After consulting with former GM Ron Beard, Ms. Chatel came in on Sunday to reset the system. The cameras were fully operational before the Recreation Center opened to the public on December 28, 2025.

Staff
Staff are doing well as we move through the winter season. Ron Beard has officially signed on as the Mountain Manager for this season, providing experienced leadership during a challenging stretch of weather. Several applications for lift attendants have been received and the District continues to seek applicants to ensure full coverage.

Jaime Oldmixon has returned to operate the groomer at the mountain again this year. As always, successful staffing and operations will depend heavily on cooperation from mother nature and on town roads remaining passable so employees can safely make their way up to the mountain.

CONSENT CALENDAR

Committee/Board reports

Planning Board

Planning Board did not have a quorum this week.

Water and Roads

Committee did not have a quorum this week.

Budget Advisory

The Budget Advisory committee met and is very close to completing the budget. The committee will meet next week to draft the BAC Advisory Opinion on the budget to present to the Commissioners.

Ms. Patti noted that she read last night's BAC meeting minutes and learned that they have discussed the Rec Fund and is working on it as well. She commended the committee members for taking it on in addition to the District and Water Department budgets.

Records and Retention

The Committee has not met yet in 2026. Staff is continuing discussions with the digitization vendor.

CIP Committee

The committee needs to get the CIP handbook to start planning the meeting schedule for 2026.

Manifests

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

GENERAL CALENDAR ITEMS

RMA
Ms. Patti noted that the Commissioners will be providing more information on the RMA at their January 21, 2026 meeting.

Discussion re: remote participation capabilities
Ms. Patti noted that due the recent "zoom bombing" of the Commission meeting, there is a need to reassess how the virtual meetings are being done.

Ms. Smith asked the Commissioners what their preference was for offering remote participation.

Discussion ensued about Zoom capabilities and the Commissioners preference for either allowing people to watch the meeting and be able to speak via Zoom or restricting it to phone calls for those who would like to speak to the Commissioners during the meeting, thus preventing any opportunity for unwanted virtual attacks on the meeting.

Ms. Patti noted that there are no legal requirements in New Hampshire to provide virtual access to the public or to stream the meetings live. This option was chosen by the District to be provided to the public, but given the recent events, security concerns need addressing.

Commissioners agreed to allow Ms. Smith to find an option that would be as accessible as possible but not become burdensome for the administrator or cost a lot more and present it to them at a future meeting.

Suggested warrant articles
Ms. Patti noted that Ned McElroy (22 Goose Hollow Road), who is the Town of Campton Trustee of the Trust Fund, was present to discuss the warrant articles that he proposed, and the language of these articles was in the meeting packet.

Mr. Canfield spoke about the conversations he had with Mr. McElroy about the need to fund the Capital Improvement Reserve fund and this is what these "(citizen drafted)" warrant articles propose to do.

Mr. McElroy explained how the Capital Reserve trust funds are set up and the legal requirements for funding them and using the funds for dedicated expenses. He also explained the mechanics of trust funds and how they are invested and are able to earn interest. Mr. McElroy has been involved with the Town of Campton Trust Fund for over five years and has a lot of experience. He offered his services to the District as well.

Mr. Panuzcak said that in addition to the warrant articles for water equipment, heavy equipment, roads, and infrastructure/shell of existing buildings, he would add a warrant article for recreation equipment. He noted that the amounts listed in the presented warrant articles will have to be adjusted once the CIP committee determines the actual capital improvement needs for the District.

There was a short discussion about funding recreation equipment from the Capital Reserve fund given the fact that the District sometimes gets reimbursed by WEA through CIF funds. It was noted that CIF funds are usually not planned for and when they are provided, the District will use them, but it is much more reliable to have a Capital Reserve fund to plan for the future.

- Scott Sallaway, (110 Snowood Dr) – asked if there is any other way to fund the Capital Reserve fund. He said that if the funding is from taxes, then shouldn't people who have more bedrooms and use more water put more money into the Capital Reserve fund. He also asked if private donations could be used to fund the Capital Reserve fund.

Mr. McElroy said that the only way to fund the Capital Reserve fund is through the warrant articles.

Ms. Patti added that there is no way to make people who have bigger houses pay more into the Capital Reserve fund as it does not work this way. She also added that the Commissioners do not know whether private donations could fund the Capital Reserve fund and said that this needs to be investigated.

Management's suggested 2026 Capital Improvements
Ms. Chatel went over the WEVD Management suggested plans for future capital improvements and equipment needs (the documents were provided in the meeting packet) for the Water Department, Roads, Equipment, Buildings and Grounds, Ski Lodge and ski lift equipment, kitchen equipment, equipment service, etc. She also answered Commissioners' questions about each category of infrastructure improvement and equipment needs she presented.

Mr. Canfield noted a few other projects that he had discussed as potential capital improvements with staff that did not make it onto Ms. Chatel's list. He noted that all of them will be part of the upcoming budget discussions. The Commission did not make any motions regarding any of the plans presented to them at this meeting.

Next Meeting: January 21, 2026 @ 6 p.m. – NO ZOOM or STREAMING

Public Comment Period

- Ned McElroy (22 Goose Hollow Road) – said that the Trust that will be established for the Capital Reserve fund has to identify allowed the expenses in general language and not go into specific details as to listing vehicles and their make and year.

- Scott Sallaway, (110 Snowood Dr) – he thanked the Commissioners for being transparent and noted that the numbers are kind of scary as they are presented and that he is all for those upgrades, but he does not want to pay for them.

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.

Non-Public Session
Ms. Patti motioned at 8:07 PM to enter non-public session for the purposes described in RSA 91-A:3, II (c) and to review sealed non-public minutes. Mr. Canfield duly seconded. Motion carried with a 3:0 roll call vote: Mr. Panuczak - aye, Ms. Patti – aye, Mr. Canfield - aye.

Non-public session was entered at 8:09 PM, Commissioners Patti, Canfield and Panuczak were present in person. Also present was the Administrative Assistant Allison Smith.

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

Public session was entered at 9:19 PM. Commissioners Patti, Canfield, and Panuczak were present in person.

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

Meeting adjourned at 9:21 PM.

Minutes prepared by Alvina Snegach