# WEVD COMMISSION MEETING & PUBLIC HEARING AGENDA

## Wednesday, March 4, 2026 at 6 p.m.

## Community Center, 562 Winterbrook Rd., Campton, 03223

1. Call to order
2. Pledge of Allegiance
3. Roll Call of Commissioners
4. If remote attendance, reason & vote
5. Adoption of Agenda
6. Public hearing: To accept and expend $16,047.49 from WEA for kitchen equipment
7. Approval of Minutes
    a. March 2, 2026 – Public Session
    b. March 2, 2026 – Non-Public Session
    c. February 18, 2026 – Public Session
    d. February 18, 2026 – Non-Public Session
8. GM's Report
9. Committee / Board Reports:
    a. Planning Board
    b. Water & Roads
    c. Budget Advisory
    d. Records & Retention
    e. CIP
10. CONSENT CALENDAR
    a. Manifests
    b. Committee/Board reports
11. GENERAL CALENDAR ITEMS
    a. RMA
    b. 2026 WEA CIF Commitments
    c. Letter to Residents from W&R Committee
12. Next Meeting:
    a. Budget, Warrant, Bond Hearings – Saturday, March 7 @ 9:00 AM
    b. Regular Meeting – Wednesday, March 18 @ 6:00 PM
13. Public Comment Period
14. Non-Public Session
15. Adjourn Meeting

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

| | | | |
|---|---|---|---|
| Effective Date: | August 4, 2021 | Policy No.: | 10 |
| Revision Date: | January 21, 2026 | Approved By: | WEVD Commission |

Subject: WEVD Commissioner Meeting Policy

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 at least 10 days prior to the meeting date requested and using the form in appendix A.
    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. Remote access will be provided for Commission Meetings. Remote access information will be included in meeting notices. Failure to broadcast will not be grounds for cancelling a Commission meeting.

6. Remote recording of public sessions of Commissioner meetings is permissible and no undue barrier will be instituted to prevent recording. If administrator permission is needed any and all requests to record remotely will be approved.

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.

| | | |
|---|---|---|
| Commission – Chair | Commissioner | Commissioner |

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

# *WEVD Commission DRAFT Meeting Minutes
## February 18, 2026 – 6:00 PM

**Attendees in physical location:** Commissioners Mark Canfield, and Gerry Panuczak, General Manager (GM) Helen Chatel, Administrative Assistant Allison Smith, Finance Administrator Lisa Magerer, and Treasurer Denise Aguiló.

**Attendees on Zoom:** na

**Members of the Public in physical location:** Please refer to the sign up sheet.

**Members of the Public on Zoom:** Please refer to the Zoom Webinar attendance report.

**Members Excused:** Maureen Patti

**Call to Order:** Commissioner Panuczak who was chairing the meeting called the meeting to order at 6:00 PM.

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

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

**If remote attendance, reason & vote:** na

**RCA – Public Apology**

Mr. Panuczak noted that there was the following statement from Allison Smith along with the Request for Commission Action in the packet:

"At the February 4th, 2026, Commissioner's meeting, a discussion ensued during the General Manager's report regarding staffing levels at Campton Mountain. Staffing challenges are nothing new, but what is new is the message that current staff -- meaning full-time District staff from other departments -- do not work hard enough, should be willing to take on overtime to run Campton Mountain to "deliver the experience people expect" while still doing their regular work, and that staff are "working here because of the people that want all of this stuff." This message of entitlement is disrespectful to staff and their humanity. That simply because we are employed by the District, we should be willing to do things well outside of our job roles, and that we're not entitled to having time off because the District can't meet its staffing needs. I watch my coworkers go above and beyond regularly, but it's clear from this discussion that it's not enough. The relationship between District staff and owners should be one of mutualism – a symbiotic relationship that is mutually beneficial to different groups - not parasitism. The problems facing Campton Mountain were not unknown or unexpected. Perhaps a real and honest conversation

about the realistic future of Campton Mountain is the discussion that should be happening in place of the one currently being had. I would also like to be clear that while not all Commissioners made these comments, none spoke up to say they were wrong, and that silence was noted. Thus, I am requesting a public apology from the entire Board of Commissioners, not just to me, but to all District staff, for the insinuation that we are just a means to your end."

Mr. Canfield spoke about his comments at the previous meeting and read his own statement with the apology into the record. Mr. Canfield asked that his statement is made an attachment to the minutes of this meeting.

He also read into the record Ms. Patti's statement as follows:

"Dear Allison and all WEVD staff,
I profoundly apologize for my silence at the last meeting during the discussion regarding staffing at the Mountain and the lift. It was an error in judgement on my part. I do not take for granted the commitment, application of resources, and deduction of District staff. I do not expect employees to compromise their work-life balance. I sincerely apologize and have the utmost respect for each of you."

Mr. Panuczak said that he did not have an official statement but that he agreed with his colleagues and suggested to the General Manager to look into including the additional expectations from staff (in cases when it is needed) into their position descriptions so that it is clear upon hiring.

**Approval of Minutes**

**February 4, 2026**

*Mr. Panuczak moved to amend **February 4, 2026** draft minutes according to the 16 amendments (two of which are to include emails as attachments) Ms. Patti proposed in the packet. Mr. Canfield duly seconded, and motion carried with a 2:0 roll call vote: Mr. Panuczak – aye, Mr. Canfield – aye.*

*Mr. Panuczak moved to approve **February 4, 2026** amended minutes as official minutes. Mr. Canfield duly seconded, and motion carried with a 2:0 roll call vote: Mr. Panuczak – aye, Mr. Canfield – aye.*

**GM Report**

Ms. Chatel spoke about the following:

**Campton Mountain Operations**

Staff has now been fully trained on lift evacuations, and the management continues working to secure certified Ski Patrol Officers. With the community's help, the management was able to open the Mountain for night skiing on the rope tow this week. The District will have the chairlift operating during the day on Saturday.

DRAFT

On Saturday, February 7, 2026, Mr. Pelchat's staff, along with several community members, assisted in getting the chairlift up and running. Their support and responsiveness are greatly appreciated. Ron Beard has also recommended that the District explores establishing a program to train community members and residents of surrounding towns as Ski Patrol Officers at no cost to them, in exchange for a two- to three-year commitment to serve at Campton Mountain. Management plans to evaluate the viability and interest in such a program, as it could strengthen long-term staffing stability and deepen community involvement.

**Base Camp Restaurant – March Operations**

As the District is moving into mid-February, the Management is preparing to transition the Base Camp Restaurant to a **Thursday–Saturday schedule for the month of March**. Sundays have not been as strong without football or ski traffic, and the Management would like to evaluate whether there is community interest in a Thursday evening menu option instead. The goal is to grow our customer base and build greater consistency in the District's offerings for the spring season.

**Ski Lights – Chairlift Side**

In February, the ski lights on the chairlift side went down due to a break in the electrical line. Since locating and repairing the break will already require excavation and labor, Buildings & Grounds and Management recommend upgrading the system at the same time. The current lights are designed to operate at 277 volts but are running on 110, reducing efficiency and performance. Updated pricing shows materials at approximately $3,000, with labor around $2,000 and an additional $200 in supplies, for a total project cost of $6,000. Management recommends adding this project to the **2026 B&G budget under ski maintenance** to restore full lighting capability and support night skiing.

Mr. Panuczak provided a historical background to the ski lights issue.

**Mountain Manager – Fall 2026**

Looking ahead to next fall, management would like to secure a Mountain Manager by August to ensure proper staffing, preseason preparation, and operational readiness for late fall 2026. The job description has been updated and now clearly outlines the essential duties for the position.

**Buildings & Grounds**

Mr. Pelchat has directed Mr. Kennedy and Mr. McDonald to clean and reorganize the storage areas in the Recreation Center. Their task is to determine what can be safely discarded and what items require additional handling or disposal procedures. The goal is to better organize the facility and remove any potential hazards to staff or patrons. There have also been a few leaks at the ski lodge due to ice dam buildup. Buildings & Grounds staff are evaluating the situation and determining the best approach for repairs.

**Administration**

The Finance Director is working diligently to create improved workflow organization to streamline reporting. The intent is to maintain accuracy while increasing the timeliness of financial information. Over the next several weeks, the administrative team will also be assessing inventory

DRAFT

throughout the building and identifying items that are no longer in use, no longer usable, or may be repurposed. Mr. Chatel also met with Ms. Smart, the District Front Desk Supervisor, to discuss opportunities to enhance our offerings and overall presentation in the front lobby. She has identified several older or unused items that are no longer beneficial to the space, and she would like to remove these prior to the summer season. This effort will help create a cleaner, more welcoming, and more functional lobby environment for residents and guests.

**Communications**

Over the last few weeks, several community members have reached out with questions regarding meetings and how to locate information on the District website. In response, Ms. Smith and Ms. Chatel have been reviewing the site and evaluating options to improve accessibility and ease of use. We have also begun speaking with other towns that use alternative vendors to CivicPlus. While these vendors offer similar services, Management has seen a steady increase in CivicPlus charges, particularly as they continue acquiring other companies. As part of our research, Ms. Smith and Ms. Chatel have engaged with **Civally**, a platform currently used by several smaller towns in New Hampshire, as well as communities in Vermont and upstate New York. Civally appears to offer the same core products as CivicPlus at a more reasonable and predictable cost. Management will continue evaluating whether this option may be a better fit for the District.

**Water & Roads**

Mr. Baert and Mr. Bennett continue to maintain district roads and address water system needs, including locating and repairing leaks. With warmer days and cold nights, Mr. Baert anticipates that additional leaks may begin to surface. He will continue monitoring the system closely and responding as needed throughout the District.

Ms. Chatel and Ms. Magerer then answered questions about the website administrator vendors mentioned in the GM report.

**CONSENT CALENDAR**

**Committee/Board reports**

**Planning Board**

Planning Board will meet February 19 at 4 PM.

**Water and Roads**

Water and Roads Committee will meet on Friday at 9 AM.

**Budget Advisory**

Committee has not met since the 2026 Budget Opinion has been written.

DRAFT

**Records and Retention**

Committee is trying to schedule a meeting and working with Laserfiche in the meantime to work out a deal on the $4,000 service that has been left out of the quote. So far it looks like it will be provided to the District at no cost.

**CIP Committee**

Committee will be activating in March and start meeting in April.

**Manifests**

*Mr. Panuzcak 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, Mr. Canfield – aye*

**Committee/Board reports**

There were no written reports.

**GENERAL CALENDAR ITEMS**

**RMA**

Mr. Panuczak said that there was a two-page synopsis of where WEVD stands in negotiations with the WEA Board. He read it into the record as follows:

**Community Update – Recreation Management Agreement (RMA)**

**February 18, 2026**

**Status of RMA Negotiations**

- After months of meetings, work sessions, and extensive discussion, the Commissioners and the WEA Board have reached a full stop in negotiations.
- Despite significant time invested, there is still no signed Recreation Management Agreement (RMA) for 2026.
- The District dedicated over 30 hours across 22 meetings attempting to negotiate in good faith.
    - 17.5 hours in fall 2024
    - 13 additional hours from the restart of negotiations in spring 2025 through

**January 2026**

- These efforts represent a sustained, documented attempt by the District to reach an agreement.
- Throughout the process, the District has remained consistent in its goals:

- Transparency,
- Fiscal responsibility, and
- A sustainable recreation model that protects taxpayers while supporting community amenities.

**Interim Pass Honor Policy**

- To avoid disruption for residents and guests, the Commissioners and the District have agreed to honor all existing passes through June 30, 2026.
- This commitment is contingent on the District receiving the final two payments owed by WEA under the current arrangement.
- This approach ensures continuity while also protecting the District's financial position.
- Addressing the Budget Shortfall
- Without a signed RMA, the District must independently address the resulting budget gap for the 2026 season.
- To do so, the District will continue to offer:

    - Member-Owner passes, and
    - Daily passes.
    - Pricing for these will be announced once finalized.

- Additionally, the District will expand public pass options, including:

    - Individual public passes,
    - New family pass options, and
    - Multiple purchase tiers to increase accessibility and revenue.
    - Pricing details will be released soon. 2026 Recreation Programming

- Despite the challenges, the District is committed to delivering a full, vibrant, community-focused recreation season.

- Planned events for 2026 include:
    - Kentucky Derby Celebration-5/2
    - Fishing Derby-5/30
    - Memorial Day Weekend Activities-just the fishing derby usually and food service
    - Kids Day – Last Weekend in June 6/27-still deciding on what events we will
    - have, usually lawn games/crafts
    - Hawaiian Luau-8/15?
    - Trunk or Treat-10/31
    - Homeowners Craft Fair-11/14?
    - Additional events to be announced throughout the season

DRAFT

- These events reflect the District's commitment to community engagement, family-friendly programming, and maximizing the use of our amenities.

**Closing Message**

- The Commissioners remain committed to transparency, fiscal responsibility, and delivering high-quality recreation services for all residents.
- While the lack of an RMA is disappointing, the District is prepared, organized, and ready to move forward with a strong 2026 season.
- The District continues to believe that a modern, sustainable agreement is in the best interest of the entire community.
- If the WEA Board wishes to reopen negotiations, they can initiate that process by contacting the Commission Chair, Maureen Patti, in writing.
- The Commissioners remain open to future collaboration should WEA choose to reengage in a constructive and timely manner.

Mr. Canfield seconded the statement sentiment about the need for the District and WEA officials to work together and the importance to get this done.

**2026 Draft Budget**

Ms. Magerer noted the three items that are still being worked out: Laserfiche service amount of $4,000 that needs to be worked out with the vendor, annual meeting costs, and adding a dollar to the consulting line.

Then the commissioners discussed the potential shortfall of the RMA funds (at least for half of 2026).

It was also noted that there are emails between Ms. Patti and Ms. Magerer that are the packet with questions answered about the budget. They will be made part of the minutes for February 4, 2026 and also put into the budget footnotes.

**Schedule bond hearing re: snowplow financing (over $100k)**

*Mr. Panuczak made a motion to schedule bond hearing re: snowplow financing (over $100k) for the meeting in March 7 at 9:00 AM with a snow date of March 8 at 4:00 PM. Mr. Canfield duly seconded, and motion carried with a 2:0 roll call vote: Mr. Panuczak – aye, Mr. Canfield – aye.*

**Website migration**

Ms. Smith noted that the quote from Civally was in the packet. She explained the cost difference between the current vendor CivicPlus and Civally, which will be an increase for the first year due to migration costs and then be significantly lower annually going forward. She then spoke about the new vendor and her inquiry to other NH towns which use Civally already.

DRAFT

Discussion ensued about the cost to migrate which will raise the website line item for this year but then the maintenance cost will drastically decrease compared to current CivicPlus annual cost that is also going to be rising e by 5 percent every year.

*Mr. Panuczak made a motion to put $6,400 in the website budget line item instead of budgeted $3,900 for 2026.*

Ms. Smith said that she needs to check with CivicPlus on their billing cycle timeline to make sure the District does not pay for both vendors. Commissioners agreed to wait until she gets the answers, and the motion did not get a second or a vote.

**Migrating Emails from Gmail to Outlook**

Ms. Smith explained that she needs to gather more information on what that migration would cost. She added that migration was recommended by the records committee.

**Appoint D. Rose as alternate to Water & Roads Committee**

*Mr. Panuczak made a motion to appoint D. Rose as alternate to Water & Roads Committee. Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Mr. Panuczak - aye, Mr. Canfield – aye.*

**Next Meeting: March 4, 2026 @ 6 PM – Public Hearing for unanticipated revenue**

**Budget & Warrant & Snowplow Bond Hearing: March 7, 2026 @ 9am**
**Snow date: March 8, 2026 @ 4 PM**

Mr. Panuczak said that this is the day for people to ask questions about the budget.

Mr. Canfield explained that the budget worksheets for the budget are in the packet for everyone to review.

**Public Comment Period**

- Scott Sallaway - 110 Snowood - talked about how pleased he is with District staff, and he thought that there was no indication of any commissioner implying that the staff were not doing their job. He also asked about guest passes for renters and if this was going to be included in the budget. He made a recommendation that there are no family passes to be sold to homes in the Estates who are not part of the Village District members. He then asked about the $600,000 shortfall from the loss of RMA and how that would be made up.

Mr. Panuczak said that the goal is to not put that into the tax structure, but it is still being worked out. Ms. Smith provided the timeline for the Annual Meeting and the budget adoption dates.

- Mr. Sallaway asked what the holdup was during negotiations with WEA on the RMA.

Mr. Panuczak referred to the statement that was in the packet.

- Dave Ketcham read a statement from the HOA as follows:

  "On behalf of the Waterville Estates Association Board of Directors... As Association treasurer, I have participated in the 1.5 years of RMA discussions including three different general managers, referenced in the Commissioners update, and also served on the District Budget Advisory Committee for the current District budget cycle. The Association Board is committed to continue its role in oversight of amenity access, protecting the homeowner experience and sustaining community property values. It is our belief that the proposed changes to the RMA by the District Commissioners will negatively impact all three areas. We strongly support responsible approaches to increasing revenue through sound business practices and operational efficiencies. We do not believe the potential business opportunities, specifically Campton Mountain Ski Area, have been leveraged nor prioritized. As a member of the Budget Advisory Committee, I have seen and documented opportunities to improve expense management. The Board has offered concessions and is willing to extend the current 2024-25 RA for another year while we work through challenges. We have demonstrated, throughout this process, a consistent willingness to compromise and to find solutions that support the long-term health of the community. At the same time, the Board will remain steadfast in its responsibility to protect the investments, property values, and quality of life of every Waterville Estates homeowner. Dave Ketcham"

- Heather Harris - 37 Marvin drive - talked about July 4th fireworks date that was missing from the District calendar. She also asked about the local lake that has been quite low recently and said that she was concerned about its health. She noted that renters were using it and she was worried that septic systems could be leaching into it. She did not want the association to be exposed to any legal issues. She asked that testing the lake water be budgeted for the next season.

Mr. Panuczak thanked Ms. Harris for her observation and asked staff to look into this.

There was a discussion about the public versus private ownership of the land around the lake and the lake itself. Ms. Smith said she will pull the deed for the land on which the lake is located. Ms. Magerer noted that all the bodies of water in NH are owned by the state of NH.

- Jack Zinini - 39 Holland Trail - said that he was speaking as a private homeowner although he is on the WEA Board. He said that 100 percent of the homeowner s can vote in the WEA board elections whereas only 20 percent of homeowners who live here full time can vote for the District commissioners, therefore the WEA board is a more representative body for the community. He asked that all minutes and notes of negotiations on the RMA be made public now that the negotiations are over. He also said that $600,000 dollar budget hole is clearly not the issue.

There was a brief internet connection issue and the end of Mr. Zanini's statement was not heard.

- Melinda Provencher via Zoom chat - asked about weekly/weekend pool pass for the summer when coming in with a guests pass. and whether it were possible.

Ms. Chatel said she would take note of that.

Mr. Canfield said that the RMA regulated the passes' structure, and the RMA would need to be in place for the District to consider this as an option. Mr. Panuczak noted that IF there is an RMA, of which there is currently none.

- Richard Mayo - 42 Taylor drive, via Zoom - talked about the negotiations and that both bodies spent a significant amount time on those. He agreed with the previous speaker about the representation of the community by the WEA board and the Commissioners. He asked for transparency as to what the sticking points were in negotiations as he did not see many specifics in the statement provided in the packet. He stated that he is speaking as a homeowner and that WEA does not want this either.

Mr. Panuczak referred to the statement about the RMA negotiations, which lists some revenue generating venues which he noted were the sticking points in the negotiations.

Mr. Canfield added that the language in the agreement was discussed to be altered, so as to make it clearer and make it acceptable to both bodies. He added that going back to the original agreement was not an option.
Mr. Canfield then talked about some of the negotiation issues like:

- the public pass policy provision. The WEA Board wanted to black out 20 percent of the year. The district wanted less blackout days making the pass more sellable;
- hold harmless provision the language of which was not acceptable to the District;
- some effort from the Commission to ask for the cost-of-living adjustment (COLA) from the association in the amount of $50,000 but that wasn't agreed upon;
- There were other sticking points like new negotiation points being brought up in the middle of the process.

Mr. Canfield agreed that everything has to be transparent. Mr. Panuczak said that the District will work towards that.

Commissioners also disagreed that they only represent 20 percent of the community as they work for the community as a whole and the budget they create is covered by everyone in the District.

- Mr. Mayo asked if WEVD considered negotiating further. He also asked if signing the current agreement as is and working for another year on negotiations is an option.

Mr. Panuczak said that the Commission considered all the options.

- Linda Ivers via Zoom - had issues with an echo and could not speak.
- Elizabeth Ellinwood- via Zoom - said that they are a condominium community first and foremost and asked whether the WEVD is cross-checking the covenants before any action is taken. She also asked if there was a discussion about a recreation commission?

DRAFT

Mr. Panuczak said that Recreation Department was voted on in 2006 with the establishment of the Recreation Fund. He added that the Commission has been reviewing any action with Legal counsel.

- Ms. Ellinwood asked if that fund was the one created for the Ivers' donations.

Mr. Panuczak said he believed it was the Friends of Campton Mountain trust fund and it has since been closed.

- Ms. Ellinwood asked about making the negotiations transparent so that everyone is aware of what the issue are.

Mr. Panuczak said that the Commission will look into releasing this information.

- Linda Ivers via Zoom – due to Ms. Ivers' inability to speak on Zoom, Ms. Smith read her statement from the Zoom chat into the record: "The money is there for this year to work out those sticking points. It is not transparent to say the District had no choice without an RMA but that is a District choice."

- Roberta Ketcham- via Zoom - spoke about her concerns about allowing total access to the outside of community members to the community center for the cost of a pass whereas the community members have to pay for a pass and also pay taxes. She asked what the benefit in living in the estates was if they get the same thing but for a bigger cost.

- Jack Zinini – via Zoom - clarified his statement about representation as he only meant the elections.

Mr. Canfield noted that the Commission meetings are open to anyone who lives in this community.
Mr. Panuczak explained that voting rules are set by the state of NH and not the Commission.

- Melinda Provencher – via Zoom - spoke about the fact that people feel like they are paying more money for when they get a daily pass vs a weekly or weekend pass. She suggested that people who get a weekly or a weekend pass may not use those every day and that should be better than daily passes.

Mr. Panuczak said that the General Manager took that comment and will bring that up to the Recreation Department.
Mr. Canfield noted that current access to the facilities and payment for their use is set by WEA.

- Ms. Smith reread Linda Ivers' comment from the Zoom chat to correct it. "I want to stress Dave Ketchams statement that WEA has worked tirelessly towards an RMA agreement, and although there are a couple of sticking points, we have committed $600k to renew the RMA and work collaboratively towards the next contract"
- Ms. Smith read an anonymous comment from the Zoom chat: "We all recognize and appreciate all of the hours that have been invested with the RMA however sometimes a new negotiator needs to be introduced when talks stall. Have you discussed someone else taking over? How far apart was the WEA Board with the WEVD Commissioner when talks on the RMA broke down? How do we get transparency on that instead of dealing

DRAFT

with the $600K shortfall by opening up the amenities to the general public and risking the experience that we bought into when choosing to purchase in WE (Waterville Estates)."

Mr. Panuczak said that WEVD did suggest a mediator for the negotiations. Mr. Canfield corrected him by saying that it was suggested to him by WEA and he brought it up to the Commission and they agreed. Mr. Panuczak agreed with the correction and said that the idea of a mediator still got stalled.

Mr. Canfield also acknowledged that WEA Board spent as much time as the Commission on these negotiations.

- Ms. Smith read a statement from Linda Ivers explaining the mediator issue: "WEA suggested to bring in a mediator, it was agreed upon, due to jobs and schedules the time hasn't been finalized."

Mr. Canfield explained that the person who was suggested was not able to facilitate the required negotiations by the end date of February 18th.

There was nobody else in person, online, via phone or email to address the Commission.

**Non-Public Session**

*Mr. Panuczak motioned at 7:33 PM to enter non-public session for the purposes described in RSA 91-A:3, II (c) and (e). Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Mr. Panuczak - aye, Mr. Canfield - aye.*

Non-public session was entered at 7:35 PM, Commissioners Canfield and Panuczak were present in person. Also present was General Manager Helen Chatel.

**Resumption of Public Session.**

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

Public session was entered at 8:17 PM. Commissioners Canfield and Panuczak were present in person.

**Adjourn Meeting**

*Mr. Panuczak made a motion to adjourn the meeting. Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Mr. Panuczak - aye, Mr. Canfield - aye.*

Meeting adjourned at 8:18 PM.

Minutes prepared by Alvina Snegach

Attachments: RCA statement from Mark Canfield.
Regarding the RCA included in the agenda

DRAFT

"I feel it is necessary for me to comment about the statements I made at the last meeting concerning the staffing challenges at Campton Mountain.

Let me begin by saying that as a member of this community for the past 9 years, I have seen many changes. One of the most important changes has been with and among our employees who are our number one asset. WEVD delivers essential and recreational services because of them. Our employees are dedicated individuals who clearly have a commitment to serving our community. I see this in the interactions and discussions held with many of them. I believe the work environment here has improved, which encourages everyone to do their utmost best, and Waterville Estates is now a place known for its commitment to its employees.

What I said during the last meeting regarding expectations of employees, about their primary duty being to serve the community, and that extra effort may be required at times, was in no way meant to imply I have a belief the district is entitled to unreasonably demand more from our employee community. With a primarily a full-time employee workforce, I failed to acknowledge that additional capacities may be limited or unavailable from our staff. What may have made my comments especially hard for an employee to hear is the fact they often receive stinging criticism from some owners in the community. Hearing what was perceived as a commissioner's criticism may have be a blow to morale.

As I was the most outspoken about the issues facing staffing at the ski mountain, I am taking responsibility for responding to the RCA before us. If, for any reason, any employee of WEVD felt I was being disrespectful or uncaring of their work and commitment, or as a person, I sincerely apologize. We do ask much of our employees and are delivered much in return, for which I, and I know the other commissioners, are truly appreciative."

*Mark S. Canfield*

DRAFT

## Waterville Estates Village District

### Commission Non Public Session Minutes – February 18, 2026

The Non-Public session was called to order at 19:33 hours on February 18, 2026. Present were Gerry Panuczak, and Mark Canfield. Guests included Helen Chatel.

General discussion regarding the timing and content of the General Manager six month review. This included a review of recommended objectives.

General discussion on the makeup and charter for the Recreation Department.

General review of CIP items to be presented to WEA in the next RMA meeting.

Discussion on how to make the negotiation points public given the recent RTK request. District Counsel will be asked for guidance.

The Non-Public session was concluded at 20:16 hours on February 18, 2026 by unanimous roll call vote of Commissioners present. The Commissioners returned to Public session.

Respectfully Submitted

Gerry Panuczak

DRAFT

**WEVD Commissioners**

**March 2, 2026 – 12:00 PM**

**24 Parker Road, Campton, NH 03223**

**Members in Attendance - Physical:** Maureen Patti (chair), Mark Canfield

**Members in Attendance – Remote:** Gerry Panuczak

**Other Attendees:** General Manager Helen Chatel, WEA BOD members David Ketcham and Linda Ivers

**Call to Order:** Mrs. Patti called the meeting to order at 12:07 PM.

*Ms. Patti motioned to enter into non-public session pursuant to RSA 91-A:3, II (c) and (l). Mr. Canfield duly seconded. Motion carried by 2:0 roll call vote: Aye – Patti, Canfield.*

Non-public session entered at 12:07 PM. Mr. Panuczak joined at 12:15 PM. Others present during non-public session were Ms. Chatel, Mr. Ketcham (arriving at 12:55 PM), and Ms. Ivers (arriving at 1:00 PM).

*Motion to return to return to public session made by Mrs. Patti. Motion duly seconded by Mr. Canfield. Motion carried by 3:0 roll call vote: aye – Panuczak, Canfield, Patti.*

Non-public session exited at 3:01 PM. Public session reconvened at 3:01 PM.

No other business was conducted.

**Next Meeting:** March 4, 2026 @ 6:00 PM

*Motion to adjourn by Mrs. Patti, seconded by Mr. Canfield. Motion carried with a 3:0 roll call vote: aye – Panuczak, Patti, Canfield.*

Meeting adjourned at 3:02 PM

Minutes prepared by Allison Smith

DRAFT

## Waterville Estates Village District

### Commission Non Public Session Minutes – March 2, 2026

The Non-Public session was called to order at 12:15 hours on March 2, 2026. Present were Gerry Panuczak, Maureen Patti, and Mark Canfield. Guests included Helen Chatel.

Ms. Patti led discussion on RTK document release from RMA negotiations thus far.

Ms. Patti led discussion of negotiation strategy for RMA.

A break was taken at 12:50 hours.

David Ketcham and Linda Ivers joined at 13:00.

Ms. Patti led discussion on successor RMA agreement. Mr. Canfield shared that recreation costs are $1.55 million for 2026 per the proposed District Budget. Mr. Ketcham and Ms. Ivers stated that we need to have a successful negotiation today. They stated that the Association is committed to $600,000 financial commitment to the District for 2026, and are reviewing CIF requests currently and will have definitive commitments at the Budget Hearing.

Agreement was reached to sign an initial document memorializing $600,000 commitment for 2026.

Agreement was reached to continue to modify the draft RMA produced by the District following negotiations to date to include 1) broadly state that a Public Pass will be offered, 2) temporarily remove expected behaviors language and have counsel from both sides draft acceptable language to be added by addendum, 3) temporarily remove hold harmless language and have counsel from both sides draft acceptable language to be added by addendum, and 4) temporarily remove Campton Mountain language and have counsel from both sides draft acceptable language to be added by addendum, and have this document ready for ratification by March 14, 2026.

The Non-Public session was concluded at 15:00 hours on March 2, 2026 by unanimous roll call vote of Commissioners present. The Commissioners returned to Public session.

Respectfully Submitted

Gerry Panuczak

DRAFT

**WEVD Treasurer Report**
**3.4.26**

| **Bank of NH - As of:** | 1.31.26 | 1.31.26 | | |
|---|---|---|---|---|
| | **Per Bank** | **Per MTS** | **Float** | |
| **General Fund** | $319,615.07 | $307,526.33 | $ 12,088.74 | unreconciled checks |
| **Water Department** | $840,804.59 | $836,469.71 | $ 4,334.88 | Deposit in transit |
| **Credit Card Account** | $53,112.47 | $53,139.86 | $ (27.39) | interest |
| **Totals - BNH** | $ 1,213,532.13 | $ 86.00 | $ 16,396.23 | |

| **Citizens - As of:** | 1.31.26 | 1.31.26 | |
|---|---|---|---|
| **Savings** | $ 50,685.00 | $ 50,685.00 | $ - |
| **Totals – All** | $ 1,264,217.13 | $ 50,771.00 | $ 16,396.23 |

**Campton**

| | **Billed** | **Paid** | **Due** | **Interest Received** |
|---|---|---|---|---|
| **2025** | **$ 1,153,572.00** | **$ 711,290.47** | $ 442,281.53 | $ 543.34 |
| **2024** | $ 1,153,572.00 | $ 1,153,572.00 | $ - | $ 1,194.48 |
| **2023** | $ 1,313,393.00 | $ 1,313,393.00 | $ - | $ 2,414.34 |
| **2022** | $ 1,229,625.00 | $ 1,187,881.12 | $ 41,743.88 | $ 3,474.11 |
| **2021** | $ 1,081,446.00 | $ 1,093,153.99 | $ (11,707.99) | $ 1,717.17 |
| **2020** | $ 1,126,745.00 | $ 1,121,530.85 | $ 5,214.15 | $ 4,203.95 |
| **2019** | $ 1,124,327.00 | $ 1,122,635.05 | $ 1,691.95 | $ 5,449.60 |
| **Totals** | $ 7,029,108.00 | $ 6,992,166.01 | $ 36,941.99 | $ 18,453.65 |

**Thornton**

| | **Billed** | **Paid** | **Due** | **Interest Received** |
|---|---|---|---|---|
| **2025** | **N/A** | $ 285,011.23 | **N/A** | $ 51.85 |
| **2024** | $ 383,066.00 | $ 381,063.84 | $ 2,002.16 | $ 570.92 |
| **2023** | $ 495,793.00 | $ 495,785.00 | $ 8.00 | $ 427.12 |
| **2022** | $ 390,209.00 | $ 390,207.00 | $ 2.00 | $ 1,182.15 |
| **2021** | $ 410,452.00 | $ 412,499.46 | $ (2,047.46) | $ 1,373.62 |
| **2020** | $ 415,607.26 | $ 415,998.42 | $ (391.16) | $ 1,486.38 |
| **2019** | $ 360,718.00 | $ 360,518.00 | $ 200.00 | $ 1,531.55 |
| **Totals** | $ 2,455,845.26 | $ 2,456,071.72 | $ (226.46) | $ 6,571.74 |

**Water Accounts Receivable – As of 1.31.26**

| **Per UMS** | **Per MTS** | **Variance** |
|---|---|---|
| $44,689.97 | $25,075.03 | $ 19,614.94 |

# General Manager's Report - February 4, 2026

## General Manager’s Report – March 2026

### Water & Sewer Operations

Mr. Baert reported that due to the challenging winter conditions, the District has run out of chemicals at the Skibowl facility. Because the building is located directly in the ski path, the chemical delivery truck cannot access the site without disrupting the snowpack. The Water Master Plan includes a future upgrade to expand the chemical tank to 1,000 gallons and transition to a different chemical system.

In the interim, Water Department staff will coordinate with Buildings & Grounds to manually transport 55 gallon drums into the building. Staff will be required to use full safety gear and hand pour chemicals until access improves.

As temperatures fluctuate, Mr. Baert reminds residents that water lines are more susceptible to cracking when daytime thawing is followed by nighttime freezing. Staff will continue monitoring for leaks throughout the system.

### Highway Department & Fleet

The 2016 Ford F 550 plow truck operated by Mr. Bennet underwent $5,500 in repairs earlier this winter, including new tie rods and axle shafts. On Monday, March 2, 2026, staff observed the truck sitting unevenly. Upon inspection, a crack was found in the front passenger side frame. This vehicle is scheduled for replacement in the 2026 Budget.

### Buildings & Grounds

Buildings & Grounds personnel have been working overtime on Saturdays to ensure the chairlift remains operational. This coming Saturday will be the final day of chairlift operation for the season. Despite the forecasted rain, the community is encouraged to come out and enjoy the last day. With temperatures expected to rise throughout the week, this Saturday will likely mark the end of the ski season.

Mr. Pelchat and his team have also been addressing mechanical issues with the FJ vehicle. Additionally, Mr. LeBlanc has been attending to the boilers to ensure efficient operation. Both

Mr. LeBlanc and Mr. Pelchat have been troubleshooting the bathing suit dryer in the ladies' locker room, which is out of warranty and was reported nonfunctional over the weekend.

## Recreation Center & Security

Front Desk Supervisor Julie Smart reported a significant increase in individuals attempting to bring alcohol into the recreation facility over the holiday weekend. Staff had to remove several patrons. The community is reminded that outside alcohol is strictly prohibited and violators will be asked to leave.

The front desk has also requested additional camera coverage in the pool areas to assist with monitoring and incident review. The District's camera vendor has been contacted and will be onsite shortly to assess needs and provide recommendations.

## Recreation Committee

The Recreation Committee has been meeting regularly on Wednesdays and Thursdays to review recent events and develop strategies for smoother operations at both Campton Mountain and the Recreation Center. These discussions have focused on improving coordination, enhancing the visitor experience, and planning future programming. The District looks forward to continued collaboration with the WEA Board and the broader community to ensure that our events and activities remain responsive to resident interests and provide meaningful value to the community.

## Security at Wells & Storage Facilities

A meeting is scheduled for Thursday to review security options for the District's wells and storage tanks. An update will be provided at the mid March Commissioners meeting.

## Administration & Finance

Administrative staff are working diligently to close the books for 2025. Auditors have begun requesting documentation so that the 2024 audit can be completed, followed promptly by the 2025 report.

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **2879** | SYSTEM | **2/17/2026** | **150** | **ALVINA SNEGACH** | | | |
| | WEVD MEETING 2-4-26 | | | 2/04/2026 | 87.50 | 0.00 | 87.50 |
| | 01.4130.002.390 / EXEC - CONSULTING | | | | | 87.50 | |
| | wevd meeting 2/4/26 | | | | | | |
| | | | | | **Total Check #:** | **2879** | **87.50** |
| **2880** | SYSTEM | **2/17/2026** | **160** | **AMAZON** | | | |
| | 1HQLJ-RG7J-DC13 | | | 2/03/2026 | 17.98 | 0.00 | 17.98 |
| | 03.4522.003.700 / SKI - EVENT EXPENSES | | | | | 17.98 | |
| | VALENTINES FOR KIDS EVENT | | | | | | |
| | 1LDL-4CJ1-97M9 | | | 2/04/2026 | 20.89 | 0.00 | 20.89 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 20.89 | |
| | 25 PACKS SILICA GEL PACKETS | | | | | | |
| | 1NGN-DDR4-14VQ | | | 2/06/2026 | 139.98 | 0.00 | 139.98 |
| | 02.4331.520.640 / WTR - GENERATOR MAINTENANCE | | | | | 139.98 | |
| | ENGINE BLOCK HEATER WITH PLUG | | | | | | |
| | 1QXM-D9CW-C711 | | | 2/10/2026 | 69.95 | 0.00 | 69.95 |
| | 03.3409.001.003 / COG - GENERAL MERCHANDISE | | | | | 69.95 | |
| | SWIM GOGGLES, LLANYARDS AND COFFEE CREAMER | | | | | | |
| | 1RPT-TXMY-FXHY | | | 2/05/2026 | 126.06 | 0.00 | 126.06 |
| | 01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES | | | | | 126.06 | |
| | IN THE SWIM PH INCREASER FOR POOLS | | | | | | |
| | 1XH7-VD3P-CK9X | | | 2/10/2026 | 17.98 | 0.00 | 17.98 |
| | 03.3409.001.003 / COG - GENERAL MERCHANDISE | | | | | 17.98 | |
| | TABLE SOCCER FOOSBALLS | | | | | | |
| | | | | | **Total Check #:** | **2880** | **392.84** |
| **2881** | SYSTEM | **2/17/2026** | **220** | **AMERIGAS** | | | |
| | 3186103492 | | | 1/24/2026 | 600.42 | 0.00 | 600.42 |
| | 01.4522.002.341 / SKI - BUILDING HEAT | | | | | 600.42 | |
| | 316.1 GALLONS PROPANE | | | | | | |
| | | | | | **Total Check #:** | **2881** | **600.42** |
| **2882** | ACH | **2/17/2026** | **280** | **AMOSKEAG BEVERAGES, INC.** | | | ***ACH*** |

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | 38512596 | | 2/05/2026 | 667.00 | 0.00 | 667.00 |
| | | | | | 03.3409.001.007 / COG - BEER<br>BEER PURCHASE | | | | | 667.00 |
| | | | | | 38512597 | | 2/05/2026 | 42.65 | 0.00 | 42.65 |
| | | | | | 03.3409.001.007 / COG - BEER<br>BEER PURCHASE | | | | | 42.65 |
| | | | | | | | | **Total Check #:** | **2882** | **709.65** |
| **2883** | SYSTEM | **2/17/2026** | **9783** | **CHRISTIAN EAGLESTON** | | | | | | |
| | | | | | 2-16-2026 | | 2/16/2026 | 250.00 | 0.00 | 250.00 |
| | | | | | 03.4522.003.611 / SKI - ENTERTAINMENT<br>FEBRUARY VACATION WEEK 2/21/26 ENTERTAINMENT @ SKI LODGE | | | | | 250.00 |
| | | | | | | | | **Total Check #:** | **2883** | **250.00** |
| **2884** | SYSTEM | **2/17/2026** | **9693** | **CITIZENS BANK** | | | | | | |
| | | | | | ADOBE - JANUARY | | 1/30/2026 | 19.99 | 0.00 | 19.99 |
| | | | | | 01.4130.002.320 / EXEC - LICENSES & FEES<br>MONTHLY FEE | | | | | 19.99 |
| | | | | | ASCAP | | 12/20/2025 | 605.00 | 0.00 | 605.00 |
| | | | | | 03.4520.000.320 / REC - LICENSES & FEES<br>1/1/26 - 12/31/2026 LICENSE FEE | | | | | 605.00 |
| | | | | | CLOUD COVER MEDIA | | 1/17/2026 | 18.95 | 0.00 | 18.95 |
| | | | | | 01.4130.002.320 / EXEC - LICENSES & FEES<br>1/17/26 - 2/17/26 STANDARD MUSIC | | | | | 18.95 |
| | | | | | CRIMINAL CHECK 092861 | | 2/03/2026 | 25.00 | 0.00 | 25.00 |
| | | | | | 01.4130.002.814 / EXEC - CRIMINAL RECORDS<br>CRIMINAL BACKGROUND CHECK - J. PAUSTIAN | | | | | 25.00 |
| | | | | | CRIMINAL CONF 092489 | | 2/02/2026 | 25.00 | 0.00 | 25.00 |
| | | | | | 01.4130.002.814 / EXEC - CRIMINAL RECORDS<br>CRIMINAL CHECK - A. BELL | | | | | 25.00 |
| | | | | | CRIMINAL RECORD | | 1/16/2026 | 25.00 | 0.00 | 25.00 |
| | | | | | 01.4130.002.814 / EXEC - CRIMINAL RECORDS<br>CRIMINAL RECORD - L. GILBERT | | | | | 25.00 |
| | | | | | CRIMINAL RECORD - GILM( | | 1/26/2026 | 25.00 | 0.00 | 25.00 |
| | | | | | 01.4130.002.814 / EXEC - CRIMINAL RECORDS | | | | | 25.00 |

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | | | CRIMINAL RECORD - NEW HIRE K. GILMORE | | | | | |
| | DOLLAR GENERAL 1-18-26 | | | | 1/18/2026 | 18.10 | 0.00 | 18.10 |
| | | | 03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES | | | | 12.60 | |
| | | | NON-ALCOHOLIC BEVERAGE, EVENTS AND BAR SUPPLIES | | | | | |
| | | | 03.4522.003.620 / SKI - BAR SUPPLIES | | | | 3.50 | |
| | | | NON-ALCOHOLIC BEVERAGE, EVENTS AND BAR SUPPLIES | | | | | |
| | | | 03.4526.004.610 / EVENTS - CATERING & FUNCTION EXPENSES | | | | 2.00 | |
| | | | NON-ALCOHOLIC BEVERAGE, EVENTS AND BAR SUPPLIES | | | | | |
| | EBAY 1-23-26 | | | | 1/23/2026 | 9.69 | 0.00 | 9.69 |
| | | | 01.4314.003.826 / B&G - VEHICLE MAINTENANCE | | | | 9.69 | |
| | | | 1 - 21 FLUTED KNOB | | | | | |
| | GOOGLE 5475583911 | | | | 1/31/2026 | 1,064.40 | 0.00 | 1,064.40 |
| | | | 01.4130.002.320 / EXEC - LICENSES & FEES | | | | 1,064.40 | |
| | | | 1/1/26 - 1/31/26 GOOGLE WORKSPACE | | | | | |
| | GOOGLE 5479784627 | | | | 1/31/2026 | 134.40 | 0.00 | 134.40 |
| | | | 01.4130.002.320 / EXEC - LICENSES & FEES | | | | 134.40 | |
| | | | 1/1/26 - 1/31/26 GOOGLE WORKSPACE | | | | | |
| | HOME DEPOT 1-14-26 | | | | 1/14/2026 | 161.26 | 0.00 | 161.26 |
| | | | 02.4331.520.822 / WTR - PROJECTS | | | | 161.26 | |
| | | | DRILL BITS AND STAR FLAT HEAD 50 PC | | | | | |
| | MARKET BASKET 1-23-26 | | | | 1/23/2026 | 6.12 | 0.00 | 6.12 |
| | | | 03.4522.003.612 / SKI - KITCHEN SUPPLIES | | | | 6.12 | |
| | | | KITCHEN SUPPLIES | | | | | |
| | MICROSOFT 365 PERSONA | | | | 1/21/2026 | 99.99 | 0.00 | 99.99 |
| | | | 01.4130.002.320 / EXEC - LICENSES & FEES | | | | 99.99 | |
| | | | SUBSCRIPTION TO MICROSOFT 365 | | | | | |
| | NE RECORD - 0363235 | | | | 2/03/2026 | 40.50 | 0.00 | 40.50 |
| | | | 01.4130.002.610 / EXEC - OFFICE SUPPLIES | | | | 40.50 | |
| | | | SHRED DOCUMENT SERVICE | | | | | |
| | NH LIQUOR 1-17-26 | | | | 1/17/2026 | 621.63 | 0.00 | 621.63 |
| | | | 03.3409.001.008 / COG - WINE | | | | 111.92 | |
| | | | WINE AND LIQUOR PURCHASE | | | | | |
| | | | 03.3409.001.006 / COG - LIQUOR | | | | 509.71 | |
| | | | WINE AND LIQUOR PURCHASE | | | | | |
| | NH LIQUOR 1-23-26 | | | | 1/23/2026 | 523.52 | 0.00 | 523.52 |
| | | | 03.3409.001.006 / COG - LIQUOR | | | | 391.58 | |
| | | | LIQUOR PURCHASE | | | | | |

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | | | 03.3409.001.007 / COG - BEER WINE PURCHASE | | | | 113.96 | |
| | | | 03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES NON-ALCOHOLIC BEVERAGES | | | | 17.98 | |
| | NH LIQUOR 1-31-26 | | | | 1/31/2026 | 228.95 | 0.00 | 228.95 |
| | | | 03.3401.001.003 / LNG - LIQUOR LIQUOR PURCHASE | | | | 228.95 | |
| | RESTAURANT WARE | | | | 2/04/2026 | 305.82 | 0.00 | 305.82 |
| | | | 03.4522.003.612 / SKI - KITCHEN SUPPLIES PARFAIT CUPS AND PLASTIC CUP W/HINGED LID | | | | 305.82 | |
| | SPECGTRUM - COMMUNITY | | | | 1/27/2026 | 596.66 | 0.00 | 596.66 |
| | | | 01.4520.002.345 / REC - CABLE 1/27/26 - 2/26/26 SERVICE | | | | 178.00 | |
| | | | 01.4520.002.344 / REC - INTERNET 1/27/26 - 2/26/26 SERVICE | | | | 115.00 | |
| | | | 01.4130.002.350 / EXEC - TELEPHONE & INTERNET 1/27/26 - 2/26/26 SERVICE | | | | 115.00 | |
| | | | 01.4130.002.350 / EXEC - TELEPHONE & INTERNET 1/27/26 - 2/26/26 SERVICE | | | | 25.00 | |
| | | | 01.4520.002.350 / REC - TELEPHONE 1/27/26 - 2/26/26 SERVICE | | | | 25.00 | |
| | | | 01.4130.002.350 / EXEC - TELEPHONE & INTERNET 1/27/26 - 2/26/26 SERVICE | | | | 25.00 | |
| | | | 01.4520.002.350 / REC - TELEPHONE 1/27/26 - 2/26/26 SERVICE | | | | 25.00 | |
| | | | 01.4130.002.350 / EXEC - TELEPHONE & INTERNET 1/27/26 - 2/26/26 SERVICE | | | | 25.00 | |
| | | | 01.4520.002.350 / REC - TELEPHONE 1/27/26 - 2/26/26 SERVICE | | | | 25.00 | |
| | | | 01.4520.002.345 / REC - CABLE 1/27/26 - 2/26/26 SERVICE | | | | 33.00 | |
| | | | 01.4520.002.350 / REC - TELEPHONE 1/27/26 - 2/26/26 SERVICE | | | | 2.83 | |
| | | | 01.4130.002.350 / EXEC - TELEPHONE & INTERNET 1/27/26 - 2/26/26 SERVICE | | | | 2.83 | |
| | SPECTRUM - 8 SNOWTRAIL | | | | 1/12/2026 | 234.46 | 0.00 | 234.46 |
| | | | 01.4312.002.350 / HWY - TELEPHONE & INTERNET 1/12/26 - 2/11/26 SERVICE | | | | 234.46 | |
| | SPECTRUM - PARKER ROA | | | | 1/14/2026 | 561.14 | 0.00 | 561.14 |

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | | Amount Paid |
| | | | 01.4522.002.350 / SKI - CABLE, INTERNET & PHONE | | | | 561.14 | |
| | | | 1/14/26 - 2/13/26 SERVICE | | | | | |
| | SPECTRUM - WINTERBROC | | | 12/27/2025 | 597.19 | 0.00 | | 597.19 |
| | | | 01.4520.002.345 / REC - CABLE | | | | 178.00 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4520.002.344 / REC - INTERNET | | | | 115.00 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4130.002.350 / EXEC - TELEPHONE & INTERNET | | | | 115.00 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4130.002.350 / EXEC - TELEPHONE & INTERNET | | | | 25.00 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4520.002.350 / REC - TELEPHONE | | | | 25.00 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4130.002.350 / EXEC - TELEPHONE & INTERNET | | | | 25.00 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4520.002.350 / REC - TELEPHONE | | | | 25.00 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4130.002.350 / EXEC - TELEPHONE & INTERNET | | | | 25.00 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4520.002.350 / REC - TELEPHONE | | | | 25.00 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4520.002.345 / REC - CABLE | | | | 33.00 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4520.002.350 / REC - TELEPHONE | | | | 3.09 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | | | 01.4130.002.350 / EXEC - TELEPHONE & INTERNET | | | | 3.10 | |
| | | | 12/27/2025 - 1/26/2026 SERVICE | | | | | |
| | SQUARE 2-2-26 | | | 2/02/2026 | 204.00 | 0.00 | | 204.00 |
| | | | 01.4130.002.320 / EXEC - LICENSES & FEES | | | | 204.00 | |
| | | | 2/1/26 - 3/1/26 MONTHLY SERVICE | | | | | |
| | TOUCHBISTRO 01393264 | | | 1/31/2026 | 9.95 | 0.00 | | 9.95 |
| | | | 01.4130.002.320 / EXEC - LICENSES & FEES | | | | 9.95 | |
| | | | 1/31/26 - 23/27/26 MONTHLY FEE | | | | | |
| | US POSTAL 2-2-26 | | | 2/02/2026 | 10.48 | 0.00 | | 10.48 |
| | | | 01.4130.002.625 / EXEC - POSTAGE | | | | 10.48 | |
| | | | POSTAGE FOR CERT. LETTER | | | | | |
| | US POSTAL SERVICE 2-4-2( | | | 2/04/2026 | 89.95 | 0.00 | | 89.95 |
| | | | 01.4130.002.625 / EXEC - POSTAGE | | | | 11.95 | |
| | | | POSTAGE WITH TRACKING | | | | | |

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | | 02.4331.520.625 / WTR - POSTAGE | | | | | 78.00 | |
| | | POSTAGE WITH TRACKING FOR WATER | | | | | | |
| | US POST OFFICE 1-30-26 | | | | 1/30/2026 | 11.95 | 0.00 | 11.95 |
| | | 01.4130.002.625 / EXEC - POSTAGE | | | | | 11.95 | |
| | | PRIORITY MAIL POSTAGE | | | | | | |
| | US POST OFFICE 1-30-26 | | | | 1/30/2026 | 234.00 | 0.00 | 234.00 |
| | | 01.4130.002.625 / EXEC - POSTAGE | | | | | 78.00 | |
| | | STAMPS - ASA | | | | | | |
| | | 01.4130.002.625 / EXEC - POSTAGE | | | | | 156.00 | |
| | | STAMPS | | | | | | |
| | WALMART $21.94 | | | | 1/09/2026 | 21.94 | 0.00 | 21.94 |
| | | 03.4522.003.612 / SKI - KITCHEN SUPPLIES | | | | | 21.94 | |
| | | PHOTO PAPER | | | | | | |
| | WEBSTAURANT 120640283 | | | | 1/11/2026 | 273.16 | 0.00 | 273.16 |
| | | 03.4522.003.612 / SKI - KITCHEN SUPPLIES | | | | | 63.90 | |
| | | KITCHEN SUPPLIES, CLEANING SUPPLIES, BAR SUPPLIERS | | | | | | |
| | | 03.4522.003.610 / SKI - CLEANING SUPPLIES | | | | | 94.26 | |
| | | KITCHEN SUPPLIES, CLEANING SUPPLIES, BAR SUPPLIERS | | | | | | |
| | | 03.4522.002.610 / SKI - BAR SUPPLIES | | | | | 115.00 | |
| | | KITCHEN SUPPLIES, CLEANING SUPPLIES, BAR SUPPLIERS | | | | | | |
| | ZOOM 338830143 | | | | 1/22/2026 | 89.00 | 0.00 | 89.00 |
| | | 01.4130.002.320 / EXEC - LICENSES & FEES | | | | | 89.00 | |
| | | 1/22/26 - 2/21/26 = WEBINAR 300 - 1 MONTH | | | | | | |
| | | | | | | **Total Check #:** | **2884** | **6,892.20** |
| **2885** | SYSTEM | **2/17/2026** | **9784** | **DAVID STEWART** | | | | |
| | 02162026 | | | | 2/16/2026 | 250.00 | 0.00 | 250.00 |
| | | 03.4522.003.611 / SKI - ENTERTAINMENT | | | | | 250.00 | |
| | | FEBRUARY VACATION WEEK 2/21/26 ENTERTAINMENT @ SKI LODGE | | | | | | |
| | | | | | | **Total Check #:** | **2885** | **250.00** |
| **2886** | SYSTEM | **2/17/2026** | **1770** | **EASTERN MINERALS, INC.** | | | | |
| | 068839 | | | | 2/05/2026 | 2,090.09 | 0.00 | 2,090.09 |
| | | 01.4312.002.819 / HWY - ROAD SAND & SALT | | | | | 2,090.09 | |
| | | 24.36 TONS SALT | | | | | | |

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | | | | | **Total Check #:** | **2886** | **2,090.09** |
| **2887** | SYSTEM | **2/17/2026** | **1940** | **EVERSOURCE** | | | |
| | 1074 JANUARY | | | 2/02/2026 | 88.08 | 0.00 | 88.08 |
| | 01.4314.003.340 / B&G - ELECTRIC | | | | | 88.08 | |
| | 1/2/26 - 2/2/26 SERVICE | | | | | | |
| | | | | | **Total Check #:** | **2887** | **88.08** |
| **2888** | SYSTEM | **2/17/2026** | **9785** | **GWEN MERRIFIELD** | | | |
| | 02152026 | | | 1/15/2026 | 940.00 | 0.00 | 940.00 |
| | 03.4522.003.700 / SKI - EVENT EXPENSES | | | | | 940.00 | |
| | PAINT NIGHT VACATION WEEK - 47 PEOPLE @ $20.00/PER PERSON | | | | | | |
| | | | | | **Total Check #:** | **2888** | **940.00** |
| **2889** | SYSTEM | **2/17/2026** | **7550** | **HOLYCOW MUSIC** | | | |
| | 2-3-2026 | | | 2/03/2026 | 425.00 | 0.00 | 425.00 |
| | 03.4523.003.611 / LNG - ENTERTAINMENT | | | | | 425.00 | |
| | MUSIC BINGO 7-9 PM ON 2/17/26 | | | | | | |
| | | | | | **Total Check #:** | **2889** | **425.00** |
| **2890** | SYSTEM | **2/17/2026** | **9742** | **HORIZONS ENGINEERING, INC.** | | | |
| | 39652 | | | 1/23/2026 | 2,110.00 | 0.00 | 2,110.00 |
| | 01.4312.002.815 / HWY - ROAD IMPROVEMENT PLAN | | | | | 2,110.00 | |
| | PROFESSIONAL SERVICES THRU 1/23/26 | | | | | | |
| | | | | | **Total Check #:** | **2890** | **2,110.00** |
| **2891** | SYSTEM | **2/17/2026** | **7640** | **JARED STEER** | | | |
| | 2-15-26 | | | 2/15/2026 | 800.00 | 0.00 | 800.00 |
| | 03.4522.003.700 / SKI - EVENT EXPENSES | | | | | 800.00 | |
| | WHITE STEER ENTERTAINMENT @ LODGE 2/28/26 | | | | | | |
| | | | | | **Total Check #:** | **2891** | **800.00** |
| **2892** | SYSTEM | **2/17/2026** | **9786** | **JOSEPH LAPIANA** | | | |

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | 02162026 | | | 2/16/2026 | 250.00 | 0.00 | 250.00 |
| | 03.4522.003.611 / SKI - ENTERTAINMENT | | | | | 250.00 | |
| | FEBRUARY VACATION WEEK 2/21/26 ENTERTAINMENT @ SKI LODGE | | | | | | |
| | | | | | **Total Check #:** | **2892** | **250.00** |
| **2893** | SYSTEM | **2/17/2026** | **9787** | **KELLEN HUGHEY** | | | |
| | 02162026 | | | 2/16/2026 | 250.00 | 0.00 | 250.00 |
| | 03.4522.003.611 / SKI - ENTERTAINMENT | | | | | 250.00 | |
| | FEBRUARY VACATION WEEK 2/21/26 ENTERTAINMENT @ SKI LODGE | | | | | | |
| | | | | | **Total Check #:** | **2893** | **250.00** |
| **2894** | SYSTEM | **2/17/2026** | **3970** | **MUNICIPAL RESOURCES, INC.** | | | |
| | 26777 | | | 2/06/2026 | 1,398.85 | 0.00 | 1,398.85 |
| | 01.4130.002.391 / EXEC - PAYROLL PROCESSING | | | | | 1,398.85 | |
| | PAYROLL SERVICES FOR JANUARY | | | | | | |
| | | | | | **Total Check #:** | **2894** | **1,398.85** |
| **2895** | ACH | **2/17/2026** | **4110** | **NEW HAMPSHIRE DISTRIBUTORS, INC.** | | | ***ACH*** |
| | 465297 | | | 2/04/2026 | 724.50 | 0.00 | 724.50 |
| | 03.3409.001.007 / COG - BEER | | | | | 724.50 | |
| | BEER PURCHASE | | | | | | |
| | | | | | **Total Check #:** | **2895** | **724.50** |
| **2896** | SYSTEM | **2/17/2026** | **4540** | **O'REILLY AUTO PARTS** | | | |
| | 4989-398214 | | | 2/10/2026 | 47.01 | 0.00 | 47.01 |
| | 01.4314.003.826 / B&G - VEHICLE MAINTENANCE | | | | | 47.01 | |
| | IGNITION LOCK CYLINDER | | | | | | |
| | 4989-398342 | | | 2/10/2026 | 13.99 | 0.00 | 13.99 |
| | 01.4314.003.611 / B&G - SMALL TOOLS | | | | | 13.99 | |
| | EXT BAR SET | | | | | | |
| | | | | | **Total Check #:** | **2896** | **61.00** |
| **2897** | SYSTEM | **2/17/2026** | **9560** | **SHAWN PELCHAT - E** | | | |

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | TAV ELECTRONICS | | | 2/06/2026 | 5.88 | 0.00 | 5.88 |
| | 01.4522.003.660 / SKI - GROOMER REPAIRS | | | | | 5.88 | |
| | 470 MF 35 VOLT CAPACITOR (3) | | | | | | |
| | | | | | **Total Check #:** | **2897** | **5.88** |
| **2898** | SYSTEM | **2/17/2026** | **5590** | **SMITTY'S DIESEL REPAIR** | | | |
| | 1748 | | | 2/09/2026 | 5,844.28 | 0.00 | 5,844.28 |
| | 01.4312.002.826 / HWY - VEHICLE MAINTENANCE | | | | | 5,844.28 | |
| | REPAIRS FOR STATE INSPECTION CLASS 4/5 TRUCK | | | | | | |
| | | | | | **Total Check #:** | **2898** | **5,844.28** |
| **2899** | SYSTEM | **2/17/2026** | **9781** | **STATE OF NEW HAMPSHIRE - TRADENAME REN** | | | |
| | 2-2-2026 | | | 2/02/2026 | 50.00 | 0.00 | 50.00 |
| | 01.4130.002.320 / EXEC - LICENSES & FEES | | | | | 50.00 | |
| | TRADE MARK RENEWAL FOR SUMMIT LOUNGE | | | | | | |
| | | | | | **Total Check #:** | **2899** | **50.00** |
| **2900** | ACH | **2/17/2026** | **9694** | **SYSCO NORTHERN NEW ENGLAND INC** | | ***ACH*** | |
| | 498183642 | | | 2/04/2026 | 556.87 | 0.00 | 556.87 |
| | 03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES | | | | | 71.24 | |
| | NON-ALCOHOLIC BEVERAGES | | | | | | |
| | 03.4522.003.610 / SKI - CLEANING SUPPLIES | | | | | 80.99 | |
| | CLEANING SUPPLIES | | | | | | |
| | 03.3409.001.002 / COG - FOOD | | | | | 404.64 | |
| | FOOD PURCHASE | | | | | | |
| | 498186047 | | | 2/06/2026 | 584.02 | 0.00 | 584.02 |
| | 03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES | | | | | 48.80 | |
| | NON-ALCOHOLIC BEVERAGES | | | | | | |
| | 03.4522.003.612 / SKI - KITCHEN SUPPLIES | | | | | 4.84 | |
| | KITCHEN SUPPLIES | | | | | | |
| | 03.3409.001.002 / COG - FOOD | | | | | 530.38 | |
| | FOOD PURDHASE | | | | | | |
| | | | | | **Total Check #:** | **2900** | **1,140.89** |
| **2901** | SYSTEM | **2/17/2026** | **9690** | **TREASURER STATE OF NH** | | | |

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | 212316 | | | 1/30/2026 | 15.00 | 0.00 | 15.00 |
| | 02.4331.520.860 / WTR - WATER TESTING | | | | | 15.00 | |
| | SAMPLE - DW BACTERIA,P/A,CHR,AQUEOUS | | | | | | |
| | 212317 | | | 1/30/2026 | 30.00 | 0.00 | 30.00 |
| | 02.4331.520.860 / WTR - WATER TESTING | | | | | 30.00 | |
| | 2 SAMPLES - DW BACTERIA,P/A,CHR,AQUEOUS | | | | | | |
| | | | | | **Total Check #:** | **2901** | **45.00** |
| **2902** | SYSTEM | **2/17/2026** | **9696** | **TREASURER, STATE OF NH - DEPT. OF TRANSP** | | | |
| | 376867 | | | 2/11/2026 | 377.94 | 0.00 | 377.94 |
| | 01.4314.003.823 / B&G - VEHICLE FUEL | | | | | 377.94 | |
| | 173.89 GALLONS FUEL FOR 2017 FORD F-350 | | | | | | |
| | | | | | **Total Check #:** | **2902** | **377.94** |
| **2903** | SYSTEM | **2/17/2026** | **6240** | **UPTON & HATFIELD, LLP** | | | |
| | BILL # 177813 | | | 2/05/2026 | 5,278.00 | 0.00 | 5,278.00 |
| | 02.4331.520.323 / WTR - LEGAL EXPENSES | | | | | 502.66 | |
| | PROFESSIONAL SERVICES - WATER LEGAL | | | | | | |
| | 01.4130.002.323 / EXEC - LEGAL SERVICES | | | | | 4,593.34 | |
| | PROFESSIONAL SERVICES - REGULAR LEGAL | | | | | | |
| | 01.4130.002.322 / EXEC - ANNUAL MEETING | | | | | 182.00 | |
| | PROFESSIONAL SERVICES - ANNUAL MEETING | | | | | | |
| | | | | | **Total Check #:** | **2903** | **5,278.00** |

# Check Manifest - by Payee

**Date:** 2/17/2026 **Batch ID:** 412 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | Invoice # | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
|---|---|---|---|---|---|---|---|---|---|---|
| **2/17/2026** | **Check Manifest** | | **Batch:** | **412** | **Chk Count:** | **25** | **Total Amnt:** | | | **31,062.12** |

**--- Subtotals by Fund ---**

| Fund | Description | Amount |
|---|---|---|
| 01 | VILLAGE DISTRICT FUND | 21,685.03 |
| 02 | WATER FUND | 926.90 |
| 03 | RECREATION FUND | 8,450.19 |

## --- Signatures ---

Helen Chatel, General Manager

Maureen Patti, Commissioner-Chair

Mark Canfield, Commissioner

Gerald Panuczak, Commissioner

# Check Manifest - by Payee

**Date:** 2/24/2026 **Batch ID:** 413 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **2904** | SYSTEM | **2/24/2026** | **160** | **AMAZON** | | | |
| | 11QY-14H3-KV4M | | | 2/16/2026 | 72.48 | 0.00 | 72.48 |
| | 01.4314.003.614 / B&G - CLEANING SUPPLIES<br>WET WIPES, LYSOL AND CLEANER | | | | | 72.48 | |
| | 13DV-9YGC-C64G | | | 2/23/2026 | 23.37 | 0.00 | 23.37 |
| | 03.4523.002.615 / LNG - KITCHEN MAINTENANCE<br>DRIVE V-BELT | | | | | 23.37 | |
| | 17QF-GL9J-6KVH | | | 2/14/2026 | 29.67 | 0.00 | 29.67 |
| | 03.3409.001.003 / COG - GENERAL MERCHANDISE<br>12" BEACH BALLS AND 20" BEACH BALLS | | | | | 29.67 | |
| | 1H61-LCWG-JNK9 | | | 2/20/2026 | 45.98 | 0.00 | 45.98 |
| | 01.4314.003.826 / B&G - VEHICLE MAINTENANCE<br>ENGING VALVE TIMING VV SOLENOID OIL CONTROL | | | | | 45.98 | |
| | 1LJV-CXTG-HXDY | | | 2/23/2026 | 76.83 | 0.00 | 76.83 |
| | 03.4523.002.615 / LNG - KITCHEN MAINTENANCE<br>DRIVE V-BELT | | | | | 55.86 | |
| | 01.4314.003.611 / B&G - SMALL TOOLS<br>VARIOUS DRILL BITS | | | | | 20.97 | |
| | 1VKD0Q9NW-JCNL | | | 2/13/2026 | 18.99 | 0.00 | 18.99 |
| | 01.4314.003.609 / B&G - DEPT UNIFORMS<br>LEATHER PHONE HOLSTER W/BELT CLIP | | | | | 18.99 | |
| | 1W9G-TTLL-DCGP | | | 2/13/2026 | 24.78 | 0.00 | 24.78 |
| | 01.4314.003.611 / B&G - SMALL TOOLS<br>OIL PRESSURE TESTER TOOL | | | | | 24.78 | |
| | CREDIT MEMO 1H4L-7W67- | | | 2/13/2026 | -108.00 | 0.00 | -108.00 |
| | 03.4522.003.612 / SKI - KITCHEN SUPPLIES<br>CASH REGISTER PAPER | | | | | -108.00 | |
| | CREDIT MEMO 1H4L7W67L | | | 2/13/2026 | -7.99 | 0.00 | -7.99 |
| | 03.4522.003.700 / SKI - EVENT EXPENSES<br>VALENTINE'S DAY CARDS | | | | | -7.99 | |
| | | | | | **Total Check #:** | **2904** | **176.11** |
| **2905** | SYSTEM | **2/24/2026** | **220** | **AMERIGAS** | | | |
| | 3186658867 | | | 2/06/2026 | 594.75 | 0.00 | 594.75 |
| | 01.4522.002.341 / SKI - BUILDING HEAT | | | | | 594.75 | |

# Check Manifest - by Payee

**Date:** 2/24/2026 **Batch ID:** 413 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | | 313.1 PROPANE | | | | | |
| | | | | | **Total Check #:** | **2905** | **594.75** |
| **2906** | ACH | **2/24/2026** | **280** | **AMOSKEAG BEVERAGES, INC.** | | | ***ACH*** |
| | 385197092 | | | 2/12/2026 | -99.00 | 0.00 | -99.00 |
| | | 03.3409.001.002 / COG - FOOD | | | | -99.00 | |
| | | 2 CASES, 9 KEGS RETURNED BEER | | | | | |
| | | | | | **Total Check #:** | **2906** | **-99.00** |
| **2907** | ACH | **2/24/2026** | **280** | **AMOSKEAG BEVERAGES, INC.** | | | ***ACH*** |
| | 38519710 | | | 2/12/2026 | 110.00 | 0.00 | 110.00 |
| | | 03.3409.001.002 / COG - FOOD | | | | 110.00 | |
| | | 9 CASES BEER | | | | | |
| | | | | | **Total Check #:** | **2907** | **110.00** |
| **2908** | SYSTEM | **2/24/2026** | **7060** | **COCA COLA BOTTLING COMPANY** | | | |
| | 51039867009 | | | 2/13/2026 | 895.55 | 0.00 | 895.55 |
| | | 03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES | | | | 895.55 | |
| | | VARIOUS COCA COLA PRODUC | | | | | |
| | | | | | **Total Check #:** | **2908** | **895.55** |
| **2909** | SYSTEM | **2/24/2026** | **9040** | **CONTINENTAL UTILITY SOLUTIONS** | | | |
| | 14193 | | | 2/17/2026 | 3,300.00 | 0.00 | 3,300.00 |
| | | 02.4331.520.342 / WTR - COMPUTER SUPPORT | | | | 3,300.00 | |
| | | UMS, NET ANNUAL TECHNICAL SUPPORT & MAINTENANCE | | | | | |
| | | | | | **Total Check #:** | **2909** | **3,300.00** |
| **2910** | SYSTEM | **2/24/2026** | **1690** | **DRIVERS LICENSE GUIDE CO.** | | | |
| | 856354 | | | 2/03/2026 | 75.50 | 0.00 | 75.50 |
| | | 03.4523.002.610 / LNG - BAR SUPPLIES | | | | 49.50 | |
| | | 3 - I.D. CHECKING GUIDES | | | | | |
| | | 03.4522.002.610 / SKI - BAR SUPPLIES | | | | 26.00 | |
| | | 3 - I.D. CHECKING GUIDES | | | | | |

# Check Manifest - by Payee

**Date:** 2/24/2026 **Batch ID:** 413 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | | | | | **Total Check #: 2910** | | **75.50** |
| **2911** | SYSTEM | **2/24/2026** | **3170** | **JP PEST SERVICES** | | | |
| | 4330550 | | | 2/16/2026 | 255.00 | 0.00 | 255.00 |
| | 01.4520.003.619 / REC - PEST CONTROL | | | | | 255.00 | |
| | COMMERCIAL PROTECTION PROGRAM FOR COMMUNITY CENTER | | | | | | |
| | 4330551 | | | 2/16/2026 | 166.00 | 0.00 | 166.00 |
| | 01.4520.003.619 / REC - PEST CONTROL | | | | | 166.00 | |
| | COMMERCIAL PROTECTION PROGRAM - SKI LODGE | | | | | | |
| | | | | | **Total Check #: 2911** | | **421.00** |
| **2912** | SYSTEM | **2/24/2026** | **3395** | **LIVunLtd** | | | |
| | CINV-165345 | | | 2/19/2026 | 365.00 | 0.00 | 365.00 |
| | 01.4520.003.821 / REC - GYM EQUIPMENT INSPECTION | | | | | 365.00 | |
| | PREVENTATIVE MAINTENANCE PER CONTRACT ON ALL CARDIO EQUIPMENT | | | | | | |
| | | | | | **Total Check #: 2912** | | **365.00** |
| **2913** | SYSTEM | **2/24/2026** | **3420** | **LOUIE VALENTE** | | | |
| | PO 937955 | | | 2/16/2026 | 325.00 | 0.00 | 325.00 |
| | 03.4523.002.615 / LNG - KITCHEN MAINTENANCE | | | | | 325.00 | |
| | FRYOLATER SERVICE | | | | | | |
| | | | | | **Total Check #: 2913** | | **325.00** |
| **2914** | ACH | **2/24/2026** | **4110** | **NEW HAMPSHIRE DISTRIBUTORS, INC.** | | | ***ACH*** |
| | 383295 | | | 8/22/2025 | 91.05 | 0.00 | 91.05 |
| | 03.3409.001.007 / COG - BEER | | | | | 91.05 | |
| | BEER PURCHASE | | | | | | |
| | | | | | **Total Check #: 2914** | | **91.05** |
| **2915** | ACH | **2/24/2026** | **4110** | **NEW HAMPSHIRE DISTRIBUTORS, INC.** | | | ***ACH*** |
| | 451947 | | | 1/07/2026 | 28.50 | 0.00 | 28.50 |
| | 03.3409.001.007 / COG - BEER | | | | | 28.50 | |
| | 1 PALLET BECKS BEER | | | | | | |

# Check Manifest - by Payee

**Date:** 2/24/2026 **Batch ID:** 413 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | | | | | **Total Check #:** | **2915** | **28.50** |
| **2916** | ACH | **2/24/2026** | **4110** | **NEW HAMPSHIRE DISTRIBUTORS, INC.** | | | ***ACH*** |
| | 472924 | | | 2/19/2026 | 643.40 | 0.00 | 643.40 |
| | | 03.3409.001.007 / COG - BEER | | | | 643.40 | |
| | | BEER PURCHASE | | | | | |
| | | | | | **Total Check #:** | **2916** | **643.40** |
| **2917** | ACH | **2/24/2026** | **4110** | **NEW HAMPSHIRE DISTRIBUTORS, INC.** | | | ***ACH*** |
| | 472925 | | | 2/19/2026 | 33.00 | 0.00 | 33.00 |
| | | 03.3409.001.007 / COG - BEER | | | | 33.00 | |
| | | 4/6 PACK CANS FREE WAVE | | | | | |
| | | | | | **Total Check #:** | **2917** | **33.00** |
| **2918** | ACH | **2/24/2026** | **4110** | **NEW HAMPSHIRE DISTRIBUTORS, INC.** | | | ***ACH*** |
| | 472926 | | | 2/19/2026 | 25.50 | 0.00 | 25.50 |
| | | 03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES | | | | 25.50 | |
| | | GINGER BEER | | | | | |
| | | | | | **Total Check #:** | **2918** | **25.50** |
| **2919** | SYSTEM | **2/24/2026** | **9270** | **NH ELECTRIC CO-OP** | | | |
| | CYCLE 8 | | | 2/02/2026 | 2,856.26 | 0.00 | 2,856.26 |
| | | 02.4331.520.340 / WTR - ELECTRICITY | | | | 2,856.26 | |
| | | 1/12/26 - 2/10/26 SERVICE | | | | | |
| | | | | | **Total Check #:** | **2919** | **2,856.26** |
| **2920** | SYSTEM | **2/24/2026** | **4840** | **PIKE INDUSTRIES** | | | |
| | 1360519 | | | 2/10/2026 | 1,111.49 | 0.00 | 1,111.49 |
| | | 01.4312.002.817 / HWY - ROAD SWEEPING | | | | 1,111.49 | |
| | | 46.76 TONS DRY SCREENED SAND | | | | | |
| | | | | | **Total Check #:** | **2920** | **1,111.49** |
| **2921** | SYSTEM | **2/24/2026** | **9696** | **TREASURER, STATE OF NH - DEPT. OF TRANSP** | | | |

# Check Manifest - by Payee

**Date:** 2/24/2026 **Batch ID:** 413 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | 375853 | | | 1/13/2026 | 372.69 | 0.00 | 372.69 |
| | 01.4314.003.823 / B&G - VEHICLE FUEL | | | | | 372.69 | |
| | 2011 TOYOTA FJ CRUSER2017 FORD F-350 XL | | | | | | |
| | | | | | **Total Check #:** | **2921** | **372.69** |
| **2922** | SYSTEM | **2/24/2026** | **9672** | **UNITED CONSTRUCTION & FORESTRY** | | | |
| | 11484377 | | | 2/13/2026 | 2,828.82 | 0.00 | 2,828.82 |
| | 01.4312.002.824 / HWY - EQUIPMENT MAINTENANCE | | | | | 2,828.82 | |
| | DEF DOSING UNIT PUMP, DEF DOSING, PRIMARY FUEL FILTER | | | | | | |
| | | | | | **Total Check #:** | **2922** | **2,828.82** |
| **2923** | SYSTEM | **2/24/2026** | **6280** | **VERIZON WIRELESS** | | | |
| | 6135508483 | | | 2/08/2026 | 82.76 | 0.00 | 82.76 |
| | 02.4331.520.351 / WTR - CELL PHONE | | | | | 4.87 | |
| | GM IPAD | | | | | | |
| | 01.4130.002.351 / EXEC - CELL PHONES | | | | | 1.62 | |
| | WATER DEPT IPAD | | | | | | |
| | 01.4130.002.351 / EXEC - CELL PHONES | | | | | 6.51 | |
| | GM CELLPHONE | | | | | | |
| | 01.4130.002.351 / EXEC - CELL PHONES | | | | | 6.51 | |
| | WATER DEPT CELL PHOE | | | | | | |
| | 01.4130.002.351 / EXEC - CELL PHONES | | | | | 63.25 | |
| | BACK UP WIFI CELLPHONE FOR COMMUNITY CENTER | | | | | | |
| | | | | | **Total Check #:** | **2923** | **82.76** |
| **2924** | SYSTEM | **2/24/2026** | **9773** | **WATERVILLE ESTATES REALTY** | | | |
| | 020325-1 | | | 2/24/2026 | 200.00 | 0.00 | 200.00 |
| | 01.3503.001.000 / INC - MISCELLANEOUS INCOME | | | | | 200.00 | |
| | ORIGINAL CHECK TO W.E.REALTY LOST IN MAIL,. STOP PAYMENT WAS PLACED. | | | | | | |
| | | | | | **Total Check #:** | **2924** | **200.00** |
| **2925** | SYSTEM | **2/24/2026** | **6680** | **XEROX FINANCIAL SERVICES** | | | |
| | 41594719 | | | 2/08/2026 | 478.62 | 0.00 | 478.62 |
| | 01.4130.002.618 / EXEC - COPIER LEASE | | | | | 159.54 | |
| | CONTRACT PAYMENT 1/30/26 - 2/27/26 | | | | | | |

# Check Manifest - by Payee

**Date:** 2/24/2026 **Batch ID:** 413 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | |
|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| | | 01.4520.002.618 / REC - COPIER LEASE | | | | | 159.54 |
| | | CONTRACT PAYMENT 1/30/26 - 2/27/26 | | | | | |
| | | 02.4331.520.618 / WTR - COPIER LEASE | | | | | 159.54 |
| | | CONTRACT PAYMENT 1/30/26 - 2/27/26 | | | | | |
| | | | | | **Total Check #:** | **2925** | **478.62** |

# Check Manifest - by Payee

**Date:** 2/24/2026 **Batch ID:** 413 **BANK OF NH - DISTRICT**

| Payment # | Type | Check Date | Vendor ID | Payee | | | | |
|---|---|---|---|---|---|---|---|---|
| | Invoice # | | PO # | | Invoice Date | Invoice Amount | Discount Taken | Amount Paid |
| **2/24/2026** | **Check Manifest** | | **Batch:** | **413** | **Chk Count:** | **22** | **Total Amnt:** | **14,916.00** |

**--- Subtotals by Fund ---**

| Fund | Description | Amount |
|---|---|---|
| 01 | VILLAGE DISTRICT FUND | 6,473.92 |
| 02 | WATER FUND | 6,320.67 |
| 03 | RECREATION FUND | 2,121.41 |

## --- Signatures ---

Helen Chatel, General Manager

Maureen Patti, Commissioner-Chair

Mark Canfield, Commissioner

Gerald Panuczak, Commissioner

AGREEMENT Between Waterville Estates Village District
and Waterville Estates Association

The Waterville Estates Village District, a municipal corporation, with a principal mailing address of 562 Winterbrook Road, Campton, NH 03223 (hereinafter the "District" or "WEVD"), and Waterville Estates Association, a New Hampshire corporation, with a principal mailing address of 562 Winterbrook Road Campton NH, 03223 (hereinafter the "Association" or "WEA") executed a 2024 Recreation Management Agreement ("2024 RMA") outlining the rights, duties, and responsibilities regarding the operation of recreational services in the District.

The 2024 RMA was set to expire in at the end of 2025 and the District and WEA began negotiating a replacement 2026 Recreation Management Agreement ("2026 RMA") on or about August 1, 2025.

Good faith negotiations remain ongoing regarding finalization and completion of the 2026 RMA. Both the District and WEA desire to maintain recreational activities in the District while negotiations are finalized.

Accordingly, the District and WEA agree, while RMA negotiations continue, WEA agrees to pay the annual sum of $600,000 to the District in four quarterly payments on March 31, 2026, June 30, 2026, September 30, 2026, and December 31, 2026.

In exchange, the District agrees to continue operation activities consistent with the terms and conditions of the 2024 RMA unless expressly agreed to otherwise by both the WEA and the District.

Once a finalized 2026 RMA is agreed to and executed it shall supersede the 2024 RMA. Payment obligations as outlined in this Agreement will remain in full force and effect unless expressly modified in writing by the District and WEA.

Waterville Estates Villate District Date:

_____

Maureen Patti, Commissioner

_____

Gerry Panuczak, Commissioner

_____

Mark Canfield, Commissioner

Waterville Estates Association Date:

_____

, Vice-President

_____

, Treasurer

Gmail

Allison Smith <a.smith@waterville-estates.com>

# WEA CIF Commitments for 2026

**WEA Treasurer** <treasurer@watervilleestates.org> Tue, Mar 3, 2026 at 4:25 PM
To: Maureen Patti <maureen@waterville-estates.com>, Allison Smith <a.smith@waterville-estates.com>, General Manager <gm@waterville-estates.com>
Cc: WEA VP <vp@watervilleestates.org>, WEA President <president@watervilleestates.org>, WEA Secretary <secretary@watervilleestates.org>

Hello,
The WEA BOD has voted and approved CIF appropriations for the following District warrant articles and operations budget.

---

**02 - Ford F-550 Replacement & Uplift Package (Special Article)** - warrant cost $150k
**CIF commitment - $25,000**

**10 - Gym Roof Replacement (Special Article)** - warrant cost $38k
**CIF commitment - $38,000**

**11 - Upgrade Intrusion Detection System and Fire Alarm Dialer** - warrant cost $23k
**CIF commitment - $23,000**

**Beer Kegerator -** operating budget line item cost $7-12k
**CIF commitment - $8,000**
The BOD is willing to fund the entire project, but only if it's option 1 or 2 for $7-8k and only if the item is removed from the District budget.

**Total CIF commitment for all projects: $94,000**

---

Please let me know if you have any questions or concerns.

Dave Ketcham
WEA Treasurer
treasurer@watervilleestates.org

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

February, 2026

Dear Residents,

On behalf of the Roads and Water Committee, we are writing to share important information about the future of our municipal water system and an upcoming initiative to install water meters in residential homes throughout our community.

As many of you know, our water system is aging, and a recent master plan prepared by an independent engineering firm evaluated the long-term needs of the system.

For many years, our system has operated without individual residential meters, and currently water usage has been billed using a flat rate based on the number of bedrooms in each home. While this approach has served us in the past, it no longer reflects how modern water systems are managed. We believe residential metering will provide long-term planning benefits and may provide financial benefits to many community members while promoting responsible water use and fair distribution of operating costs.

Metering will also provide critical information that the Commission currently does not have. Without accurate usage data, it is more difficult to identify leaks, understand peak demand, and plan infrastructure improvements responsibly. We understand that the installation of meters comes with an upfront expense, and we want to be transparent about why this cost is important. In the long run, meters provide fairness, accountability, and better system management: benefits that help both individual households and the community.

The Committee is also committed to open communication and public outreach throughout this process. We will be holding two town hall–style meetings where the costs, details of the metering program, and next steps will be discussed directly with the Committee. These meetings will include time for residents to ask questions, share feedback, and better understand how the proposed changes may affect their households. Additional information, including the exact dates and locations, will be shared soon on the District's website (waterville-estatesnh.gov).

Your input is essential as we work to modernize our water system in a way that is responsible, cost-effective, and sustainable for the future. We encourage you to participate in the upcoming discussions and share your thoughts with us.

Thank you for your time, your partnership, and your continued support of our community.

Sincerely,
The Roads and Water Committee

DRAFT