WEVD COMMISSION MEETING AGENDA
Wednesday, May 13, 2026 at 4 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. Approval of Minutes
    a. April 28, 2026
    b. May 5, 2026
7. Treasurer's Report
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
    c. Committee/Board reappointments
11. GENERAL CALENDAR ITEMS
    a. Website Conversion
12. Next Meeting: May 27, 2026 @ 6 p.m.
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

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***WEVD 2026 WEVD Commissioner Budget and Warrant Article Public Hearing**
DRAFT Minutes
April 28, 2026 – 10:00 AM

Attendees in physical location: Commissioners Maureen Patti and Mark Canfield, Gerry Panuczak joined at 11:09 AM, General Manager Helen Chatel, Administrative Assistant Allison Smith, Finance Administrator Lisa Magerer, and Treasurer Denise Aguiló.

Attendees online: na

Members of the Public in physical location: Scott Sallaway, 110 Snowood Drive.

Members of the Public online: David Ketcham, Bobbi Ketcham, Richard Mayo, 42 Taylor Drive

Members Excused:

Call to Order: Commissioner Patti called the meeting to order at 10:00 AM.

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

Roll Call of Commissioners: Ms. Patti and Mr. Canfield were present at the physical location. Mr. Panuczak joined at 11:09 AM.

If remote attendance, reason & vote: na

Ms. Patti requested that the meeting be started with the staff reports.

GENERAL CALENDAR ITEMS

Staff Reports

Shawn Pelchat, Building's & Grounds
Mr. Pelchat spoke about the following:

- Getting ready for the Community clean up day on May 2nd;
- Bark mulch was delivered on Friday;
- Contract for the gym roof and the roof over the walk in freezer was signed;
- Power washing;
- Filling up the pool;
- Pulling the 20 percent at the mountain and submitting it to NDT and looking for grips;
- Participating in lift training by staff;
- Potential upcoming 2027 code updates for lifts;

- Lift maintenance schedule and progress;
- Lift dynamic testing plans;

He answered questions about the plan if the dynamic lift test fails in the fall of 2026 and whether there will be enough time to fix the lift in time for the season, which he did not anticipate to have any issues with because the maintenance of the lift is done well and he is trying to network with people who have access to parts for used lifts.

Mr. Pelchat also answered questions about the pool resurfacing process and said that it will happen over next fall and spring and the pool will be operating as it is this summer.

He then continued to talk about the following:

- Plans to continue working on restoring lights on the mountain;
- Plans to repair the siding on the Community Center building and the fascia;
- Plans to replace the stained plastic sticks on the mountain;
- Plans to sand the wooden posts on the deck of the Community Center;
- Plans to replace the dock;

He answered a question about his discussion about painting the shuffleboard, which was suggested to be part of the community clean up day. He also answered questions about the pool deck undulation and the presence of bees/insects by the pool area and whether there were plans to resolve both issues. A suggestion was made to have the pest control company take a look at the bees' issue. As for the decking, Mr. Pelchat explained that it was an initial construction flaw and only replacing the deck and framing it differently will resolve the issue. It was noted that it will probably need to be a CIP funded project.
Another question was about cleaning up the volleyball court and whether Mr. Pelchat needed to reach out to WEA to discuss this.

Mr. Pelchat continued to talk about the following:

- Vehicle fleet maintenance;
- Plans to stump the right side of the ski trail;

He then said that his staff are asking if the District has any plans to hire more seasonal employees to assist at the mountain as they do not feel that it is fair to them to be running lifts and ski patrol when there is a personnel shortage as it interrupts their work life balance. He also noted that a lot of the issues with the ski patrol personnel not wanting to come back stemmed from negativity on social media last year.

Ms. Patti noted that the Commissioners are planning to utilize the J-1 visa process to get more seasonal employees to assist with recreational activities on the mountain during the season.

Mr. Canfield asked if Mr. Pelchat has given any thought as to how he might redesign his labor force to adapt more to seasonality of the operations and in particular maybe giving some thought to having a person on his crew to be responsible for the mountain in some way. He added that it

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represents an opportunity for somebody to gain more experience and have additional responsibility, which can go a long way toward making someone feel as though they are really valuable.

Mr. Pelchat noted that he did not have an answer for that yet.

Commissioners thanked Mr. Pelchat for his report and for the hard work he and his staff put into keeping the facility and grounds well kept.

Heather Pierce, Bar & Events

Ms. Pierce spoke about the following:

- Last Saturday being the last weekend for the skiing season and things slowing down after that;
- Moving everything back to the Community Center from the lodge to be ready for the summer;
- Upcoming events (Community clean up day and the Derby party) and getting ready for them;
- Plans to open up on May 15th for the summer season, plans for the upcoming summer events and preparations for them;
- Plans to make the Beer Festival bigger this year;
- Preparations for the Fishing Debry on May 23rd;
- Fireworks contract and preparations;
- Trying to line up some fall events;
- Training in event planning;

Ms. Pierce answered questions about a possibility of serving hot drinks at the events held during colder weather, which she said is the plan along with serving breakfast items for morning events or cold sandwiches for other events, instead of having a barbeque after, which sometimes does not get attended as well or has to be moved inside due to the weather.

Mr. Canfield made a suggestion about having temporary signage for the events to advertise them.

Ms. Pierce then answered questions about the possibility of holding events like concerts at the mountain itself and whether there was any progress in planning those. She said that it would involve a lot of logistical planning and support and she was not sure if moving forward with it now would leave enough time to prepare for such an event so soon.
There was a brief discussion on what is needed for the event this size and how to plan for it. A suggestion was made to have Ms. Pierce work on a proposal with actual numbers and timelines before the discussion could go forward and any decisions could be made.

There was another discussion about summer events preparation, including kid friendly ones, and how to advertise them more efficiently.

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There was another discussion about beverage sales being very good last year.

Then Ms. Pierce talked about staffing changes and needs in her department and answered questions about the possibility of having an outside (on the deck) beverage/snack station to reduce the wait times inside and the logistics of organizing that.

Ms. Chatel noted that there is a meeting with the beer distributors tomorrow and questions could be asked about the outside sales and also having umbrellas supplied by the distributor for the District to use on the deck.

There was another discussion about the possibility of allowing folks to order food from their table and having it delivered to them if they require ADA accommodations to which Ms. Pierce said that her staff is doing its best to look out for its customers and a lot of times, when they are not busy, they would bring the food to all customers.

There was discussion about small technical issues with devices that process orders to the kitchen and online ordering when the kitchen is busy, and the need to fix them.

The Commissioners thanked Ms. Pierce for her hard work.

Allison Smith, Admin

Ms. Smith spoke about the following:

- Laserfiche being done and staff training that will take place on May 5th;
- Plans to start working on the Consumer Confidence Report for NHDES;
- Plans to start sending out letters to people about their service line in order to complete the service line inventory this year;

She then answered questions about future record retention and Laserfiche needs in either her administrative or water department capacity, which she noted that there is a need to update record retentions policies and procedures. She also noted that scanning oversized documents is another project that needs to be done.

Ms. Patti asked Ms. Smith to write a memo to the Records Retention Committee identifying the need to update the policies and procedures and specifying what the issues are with current policies.

Mr. Panuczak joined the meeting at 11:09 AM.

Ms. Smith also talked about the Water Department purchasing policy and how the low threshold of $10,000 for bidding is very cumbersome to overcome. She noted that the Water and Roads Committee had already asked management to reach out to staff to see what suggestions they have before this issue comes up for Commission discussion.

When asked about any technical needs, Ms. Smith answered that there has already been a discussion about the District's IT vendor which needs to continue. She also talked about the

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updated Emergency Plan for the Water Department and the cybersecurity recommendations that need to be addressed.
Commissioners thanked Ms. Smith for doing a great job.

Lisa Magerer, Finance

Ms. Magerer spoke about the following:

- Budget season being over;
- Working with the accountants on 2024 and 2025 audits;

There was a brief back and forth about the issue with 2023 audit which has to do with other post employment benefits (OPEB) liability which needs to be calculated by an actuarial accounting professional and whatever amount is set by that calculation, it needs to be set aside by the District, which has never been done.

Commissioners took a recess at 11:20 AM until 11:22 AM.

Ms. Magerer continued reporting on the 2025 audit which she is getting ready for. She said that she anticipates that 2025 audit will go as well as 2024.

Then she spoke about the following:

- Working on financing options for the truck;
- Working with Ms. Smith on record retention and identifying which documents could be disposed of;
- Working with Mr. Pierce to rework the Recreation Budget before presenting it to WEA;
- Working with MRI MTS on trying to build the spreadsheets/reports used by the District accounting into the accounting software provided by MTS;
- Having to complete the federal payroll;

Ms. Magerer answered questions about any financial policies and procedures that may need to be generated or updated for the District.

The next discussion highlighted the need to prioritize the development and implementation of these financial policies in order to enhance the accuracy of financial operations and maintain organizational consistency, especially in the event of staff turnover.

Commissioners thanked Ms. Magerer for doing a great job.

Tony Pierce, Food

Mr. Pierce spoke about the following:

- Finishing inventory;

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- Working on moving the operations to the Community Center and working on summer menus;
- The vendor is scheduled in a few weeks to come out to do maintenance on the exhaust system at the lodge;
- He was not sure what to reply to the residents on whether the Commission had any answers about public membership, which the Commissioners confirmed they do not yet have;
- A possibility about using solar lights to light up the signs in the District as they are not very visible at night;
- Working on coming up with ideas for rebranding the ski lodge with a different logo;
- Setting up a meeting with a vendor and Ms. Chatel on marketing;
- Having a great winter season and that sales were up;

There was a discussion about sales being up but cost of goods and labor being up as well. Hiring difficulties were also noted and hope was expressed that the winter J-1 visa workforce project may be of help in the winter season if it successfully implemented.

Another lengthy discussion was about ways to generate more revenue from all the recreational activities offered by the District and market them accordingly to create more interest in the community.

A suggestion was made to try selling some grab and go food items which could be an easy way to make some money and utilize the front desk staff who could be handing it, given that they have proper training and certification if needed.

The Commissioners thanked Mr. Pierce for great work.

Commission Chair Election

Mr. Canfield made a motion to nominate Maureen Patti to the position of the Commission Chair. Mr. Panuczak duly seconded, and motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Canfield – aye.

Approval of Minutes

April 15, 2026 public meeting minutes.

*Ms. Patti made a motion to amend **April 15, 2026** meeting draft minutes according to the five amendments she provided 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. Patti moved to adopt amended **April 15, 2026** meeting minutes as official minutes. Mr. Canfield duly seconded, and motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Canfield – aye.*

Treasurer's Report

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Denise Aguiló provided an update. She said the tax revenue has been updated and Thornton provided the billed amount of $341,440 and made one additional payment. She will have April reconciliation in the next couple of meetings.

GM Report

GM Report – April 28, 2026

Ms. Chatel spoke about the following:

Maintenance

- The construction should have begun today, Tuesday, April 28, 2026 and should be done before the pools open.
- Mr. Pelchat and staff have cleaned the pools and will begin filling them soon.
- Mr. Pelchat and his crew have been working on prepping the grounds for spring.

Upcoming Events

- Community clean up day May 2
    - Working with WEA and organizing everyone's roles to make it a success.
    - Sandwiches and water are on the menu for lunch.
    - Mulch has been ordered.

Ms. Chatel encouraged community members to sign up for the clean up day and the sign up sheets are available at the Community Center or at the Town Square webpage where there is a link posted to sign up.

- Kentucky Derby Day
    - Saturday, May 2,2026
    - 4:30–7:00 PM
    - Mountain View Bar
- Fishing Derby – May 23, 2026
    - Monthly planning meetings will continue, next on April 29.

Seasonal Operations

- The kitchen staff is in the process of cleaning the lodge and moving production to the lounge. They will open up the weekend before Memorial Day, on Friday, May 15, 2026

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Roads & Water

- Mr. Baert and Ms. Magerer working on ordering the equipment approved at The Annual Meeting
- Mr. Baert found two leaks last Friday, the 24th, and they were in the process of repairing them on April 27, 2026

Ms. Chatel also noted that she sent the documents to the vendor requesting terminating the District contract with CCS. The decision is to go forward with Mainstay. Ms. Smith and Ms. Chatel had already met with them, and they walked through the facility. She also provided the rationale for switching IT vendors.

CONSENT CALENDAR

Committee/Board reports

Planning Board

Planning Board approved the CIP handbook. The board has also discussed who should be responsible for enforcing the driveway regulations for driveways on the District owned roads and it was noted that NHMA guidance suggests that it should be the planning board and the road agent, whereas currently the road agent comes to the Commissioners in cases that need to be reviewed further.

Water and Roads

Committee met with Verdantas, and they explained the different projects that they were recommending moving forward with that have been approved through the Annual Meeting. They have task orders for two projects. One of them was the discussion on the purchasing policy and the other is the second well site, which they will work with the District to prepare for bonding for next year. Grant applications will also be done this year.

The public meeting to discuss possible metering in the District will take place on May 30, 2026 at 10 AM. It will be advertised accordingly.

Budget Advisory

n/a

Records and Retention

Committee's meeting is a priority, and the management is working to make that happen.

CIP Committee

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Committee met on April 21st. Members have not been able to elect officers yet and Mr. Canfield agreed to serve as Chair and Secretary in the meantime. Ms. Chatel will work with Mr. Ketcham on the asset worksheet. Ms. Chatel will also facilitate a walkthrough for the members of all the District facilities to familiarize themselves with those. Committee also agreed on the three percent inflation rate going forward.

There was a discussion spiked by a question about how the CIP funds would be invested and what are the regulatory requirements for such investments.

Next CIP meeting will take place on May 19th with Mr. Baert attending to talk about his department assets.

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: Ms. Patti, Mr. Panuczak - aye, Mr. Canfield – aye.

Committee/Board reports

There were no written reports.

Committee and Board reappointments

By consensus Commissioners agreed to table the Budget Advisory Committee appointments as there was a question about an additional member who may want to join the Committee.

Ms. Patti made a motion to reappoint the following people:

Records & Retention Committee - Terry Bennett (2026);
Water & Roads Committee - Stan Bujalski (2026), Scott Monroe (2026), Archie Jackson (2026), Bob Haskins (2026), and David Rose as an alternate (2026);
Capital Improvement Program (CIP) Committee - Denise Aguiló (BAC) (2026), and David Ketcham (WEA) (2026).
Mr. Panuczak duly seconded, and motion carried with a 3:0 roll call vote: Ms. Patti – aye, Mr. Panuczak – aye, Mr. Canfield – aye.

By consensus Commissioners agreed to keep their board assignments as is: Ms. Patti – Records and Retention Committee; Mr. Panuczak – Planning Board and Roads and Water Committee; Mr. Canfield – Budget Advisory Committee and Capital Improvements Program Committee.

Next Meetings:

Regular Meeting: Wednesday, May 13, 2026 @ 4:00 PM

Special Town Meeting: Wednesday, April 29, 2026 @ 6:00 PM

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Public Comment Period

- Scott Sallaway, 110 Snowood Drive – Thanked the management for putting the unassigned fund balance amount on the Treasurer's report. He also asked if the contract for the fireworks this year included clean up, as it did not have that last year. He also asked if someone could reach out to the town of Campton to discuss the amount owed to the District as it has been four years already.

Ms. Magerer said that she is planning to do that.

- Mr. Sallaway asked if there could be an advertisement fee to the short-term rental owners, because short-term rentals certainly host this place here, they have the beautiful pictures of the pool, the clubhouse, the lodge, and the trails. Can the District charge an advertisement fee as part of their ability to do short-term rentals here. He added that he knows of some districts that charge such a fee.

Ms. Patti said that she did not have an answer to that question and that she will need to ask legal counsel about it.

- Mr. Sallaway asked if there was any update for the lawsuit.

Ms. Patti said that it is progressing and the expectation is that it would be resolve this year.

- Richard Mayo, 42 Taylor Drive – online - said that the volleyball field clean up will be done during volleyball. He asked if they could have the volleyball net and padding so that they could install it after cleanup. He also asked about the date of the wedding event that was mentioned during the discussion earlier. He then asked if the beer umbrellas could be of the same brand for aesthetic purposes. He also thanked the management for sending out the budgets and asked when the date of the meeting is for them to meet.

Ms. Chatel said that date of the wedding was on August 2, 2026. She said that the meeting with Mr. Mayo has not been scheduled yet as she was waiting for Ms. Patti to provide her availability. Ms. Patti said that she will send it to her soon.

Adjourn Meeting

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

Meeting adjourned at 12:36 AM.

Minutes prepared by Alvina Snegach

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WEVD Board of Commissioners

May 5, 2026 – 2:00 PM

24 Parker Rd., Campton, NH 03223

Members in Attendance: Maureen Patti (chair), Gerry Panuczak, Mark Canfield

Other Attendees: WEA BOD members Richard Mayo, David Ketcham, and Stephanie Caulfield; Municipal Assistant Allison Smith; General Manager Helen Chatel

Call to Order: Commissioner Patti called the meeting to order at 2:00 PM.

Motion to Enter Non-Public Session: *Commissioner Patti motioned to enter non-public session at 2:01 pm pursuant to RSA 91-A:3, II (c). Commissioner Panuczak seconded the motion. Motion carried by 3:0 roll call vote: aye – Patti, Panuczak, Canfield.*

Non-public session was entered at 2:02 pm. Others present at the time were WEA BOD members Richard Mayo, David Ketcham, and Stephanie Caulfield, Municipal Assistant Allison Smith and General Manager Helen Chatel.

Public session resumed at 4:12 pm. Present were Commissioners Panuczak, Patti, and Canfield as well as Municipal Assistant Allison Smith and General Manager Helen Chatel.

Motion to Seal: *Commissioner Canfield motioned to seal the non-public minutes on the grounds that divulgence of this information would adversely affect the reputation of a person other than a Commissioner and would render a proposed action ineffective. Commissioner Patti seconded. Motion carried by 3:0 roll call vote: aye – Patti, Panuczak, Canfield.*

No other business was conducted in public session.

Next Meeting: May 13, 2026 at 4:00 PM

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

Meeting adjourned at 4:15 PM

Minutes prepared by Allison Smith

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Waterville Estates Village District
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General Manager Report

May 13, 2026

Building and Grounds

- Repairing the outdoor hot tub, replacing the lights, and filling the pools in anticipation of Memorial Day weekend.
- Roof repair was delayed due to materials; priority is given to completing this quickly.
- Installation of the dock before the weekend of the 23rd.
- Porta-Potties ordered; addressing vendor shortages for handicap models.
- Coordination with JP Pest for wasp spraying before the season.
- Ongoing mulching around the complex to enhance presentation.

Water and Roads

- Road grading
- Water system maintenance.

Administration

Front Desk personnel are working with WEA and setting up the pass process. Allison Smith and Julie Smart will be updating the pricing in the system. FD supervisor Julie Smart would like to remind all residents to send their dues to Evergreen at the address provided in their packets from WEA - we do not process those payments here, and in fact it will delay your payments being processed, as the home owners will have to resend their payments to the correct address.

Recreation and Entertainment

- Tony and Heather Pierce are preparing to open this weekend Friday and Saturday 4pm to 9PM. Live music on Saturday 5pm - 8pm with Weird Looking Dog
- Coolers were delayed yet again, due on May 8th, the 1st set was delivered damaged back in March. Staff will work to get everything organized prior to this week's opening, and next week’s holiday weekend.
- Rusty Bones, on the 23rd,
- Tandem changes on the 30th of May.
- June we start with Red Daisy Revival on the 6th,
- Wayfarers on the 13th,
- Rachel Moline on the 19th,
- finishing the month on the 27th of June is Eric Currier Band
- all shows start at 5pm and end at 8pm.

Upcoming Events

- Fishing Derby: Saturday, May 23, 2026. Volunteers are still needed.
- Refreshments at Loche Nest: Coffee and hot chocolate available morning of the derby.

Check Manifest - by Payee

Date: 4/30/2026 **Batch ID:** 423 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
Invoice #			PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
3135	SYSTEM	**4/30/2026**	**80**	**AFLAC**				
738317					4/23/2026	616.05	0.00	616.05
01.2020.000.008 / AFLAC PAYABLE							616.05	
monthly premiums								
						Total Check #:	**3135**	**616.05**
3136	SYSTEM	**4/30/2026**	**150**	**ALVINA SNEGACH**				
04152026					4/15/2026	75.00	0.00	75.00
01.4130.002.390 / EXEC - CONSULTING							75.00	
minutes								
						Total Check #:	**3136**	**75.00**
3137	SYSTEM	**4/30/2026**	**160**	**AMAZON**				
114T-1D1M-F6XK					4/24/2026	126.99	0.00	126.99
01.4522.003.663 / SKI - LIFT MAINTENANCE							126.99	
junction box, snow stakes								
131H-P1XQ-9LYP					4/23/2026	6.99	0.00	6.99
01.4314.003.630 / B&G - BUILDING REPAIRS							6.99	
chair wheels								
14DR-6XY7-963P					4/21/2026	36.89	0.00	36.89
01.4314.003.630 / B&G - BUILDING REPAIRS							36.89	
lightbulb								
16L9-M61D-Q1DW					4/23/2026	150.37	0.00	150.37
01.4521.003.610 / FD - SUPPLIES							150.37	
walkie talkies, coffee pods								
19XJ0QN4X-HPXX					4/11/2026	55.86	0.00	55.86
01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES							55.86	
chlorine tabs								
1DPC-YQXL-DHKY					4/22/2026	121.08	0.00	121.08
01.4314.003.614 / B&G - CLEANING SUPPLIES							121.08	
body wash/shampoo								
1LYM-PWXN-CPTG					4/21/2026	16.20	0.00	16.20
01.4130.002.610 / EXEC - OFFICE SUPPLIES							16.20	
federal law poster								

Check Manifest - by Payee

Date: 4/30/2026 **Batch ID:** 423 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
						Total Check #:	**3137**	**514.38**
3138	SYSTEM	**4/30/2026**	**1270**	**CONSOLIDATED COMMUNICATION**				
	04182026				4/18/2026	214.00	0.00	214.00
	01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES						214.00	
	monthly service							
						Total Check #:	**3138**	**214.00**
3139	SYSTEM	**4/30/2026**	**9794**	**Macy Industries, Inc.**				
	04092026				4/09/2026	725.00	0.00	725.00
	03.4522.002.615 / SKI - EQUIPMENT MAINTENANCE						725.00	
	hood service - initial apt.							
						Total Check #:	**3139**	**725.00**
3140	SYSTEM	**4/30/2026**	**4960**	**PREMIER PUMP & SUPPLY**				
	0198884-IN				4/20/2026	2,761.96	0.00	2,761.96
	02.4331.520.641 / WTR - SYSTEM REPAIRS						-56.37	
	motor - discount							
	02.4331.520.641 / WTR - SYSTEM REPAIRS						2,818.33	
	motor							
						Total Check #:	**3140**	**2,761.96**
3141	SYSTEM	**4/30/2026**	**5700**	**STAPLES BUSINESS ADVANTAGE**				
	6062022064				4/25/2026	248.31	0.00	248.31
	01.4130.002.610 / EXEC - OFFICE SUPPLIES						248.31	
	office supplies - pens, paper, highlighters, post-its							
						Total Check #:	**3141**	**248.31**
3142	SYSTEM	**4/30/2026**	**6180**	**UNIFIRST CORPORATION**				
	1070504395				4/16/2026	229.41	0.00	229.41
	01.4521.003.610 / FD - SUPPLIES						44.59	
	regular service							
	01.4314.003.614 / B&G - CLEANING SUPPLIES						27.05	
	regular service							

Check Manifest - by Payee

Date: 4/30/2026 **Batch ID:** 423 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		03.4523.002.610 / LNG - BAR SUPPLIES					95.56
		regular service					
		01.4312.002.610 / HWY - SHOP SUPPLIES					51.92
		regular service					
		03.4522.003.610 / SKI - CLEANING SUPPLIES					0.31
		regular service					
		01.4314.003.614 / B&G - CLEANING SUPPLIES					9.98
		regular service					
1070506378				4/23/2026	206.03	0.00	206.03
		01.4521.003.610 / FD - SUPPLIES					44.78
		regular service					
		01.4314.003.614 / B&G - CLEANING SUPPLIES					40.73
		regular service					
		03.4523.002.610 / LNG - BAR SUPPLIES					61.55
		regular service					
		01.4312.002.610 / HWY - SHOP SUPPLIES					48.68
		regular service					
		03.4522.003.610 / SKI - CLEANING SUPPLIES					0.31
		regular service					
		01.4314.003.614 / B&G - CLEANING SUPPLIES					9.98
		regular service					
					Total Check #:	**3142**	**435.44**

Check Manifest - by Payee

Date: 4/30/2026 **Batch ID:** 423 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid

4/30/2026 Check Manifest Batch: 423 Chk Count: 8 Total Amnt: 5,590.14

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	1,945.45
02	WATER FUND	2,761.96
03	RECREATION FUND	882.73

--- Signatures ---

_____
Helen Chatel, General Manager

_____
Maureen Patti, Commissioner-Chair

_____
Mark Canfield, Commissioner

_____
Gerald Panuczak, Commissioner

Check Manifest - by Payee

Date: 5/07/2026 **Batch ID:** 424 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
3143	SYSTEM	**5/07/2026**	**90**	**AIRGAS USA, LLC**			
	5524165418			4/30/2026	148.95	0.00	148.95
	03.3409.001.610 / COG - BAR SUPPLIES					148.95	
	SMALL CARBON DIOXIDE CYLINDER RENTAL						
					Total Check #:	**3143**	**148.95**
3144	SYSTEM	**5/07/2026**	**160**	**AMAZON**			
	16L9-M61D-Q4CW			4/23/2026	229.92	0.00	229.92
	01.4314.003.614 / B&G - CLEANING SUPPLIES					229.92	
	FOAMING HAND SOAP, PAPER TOWEL AND SHAMPOO & SOAP PUMP DISPENSER						
	17W6-T7RG-LJGW			4/27/2026	6.99	0.00	6.99
	01.4314.003.630 / B&G - BUILDING REPAIRS					6.99	
	OFFICE CHAIR CASTERS WHEEL REPLACEMENTS FOR THE FRONT DESK						
	1QGJ-46FG-7MV6			4/28/2026	52.06	0.00	52.06
	01.4314.003.609 / B&G - DEPT UNIFORMS					52.06	
	2.5 DIOPTER BIFOCAL SAFETY GLASSES						
	1VKL-6XFH-DCP6			5/01/2026	155.21	0.00	155.21
	01.4314.003.614 / B&G - CLEANING SUPPLIES					155.21	
	TABLE WIPES, 55 GALLON TRASH BAGS AND BLUE NITRILE GLOVES						
					Total Check #:	**3144**	**444.18**
3145	SYSTEM	**5/07/2026**	**560**	**BELLETETES, INC.**			
	268225 CREDIT			4/28/2026	-53.78	0.00	-53.78
	01.4312.002.822 / HWY - PROJECTS					-53.78	
	4X8 RADIATTA PINE						
	5018506			5/09/2026	101.25	0.00	101.25
	01.4314.003.617 / B&G - LANDSCAPING					101.25	
	"PEBBLE GREY" CORTEX PLUGS						
	5055958			4/28/2026	137.54	0.00	137.54
	01.4312.002.822 / HWY - PROJECTS					137.54	
	#1 TREATED 4X4-8 MCA, 2X3 STUD AND 4X8 RADIATTA PINE						
	5056090			4/28/2026	65.41	0.00	65.41
	01.4312.002.822 / HWY - PROJECTS					65.41	
	3/4" TREATED "C" PLYWOOD						

Check Manifest - by Payee

Date: 5/07/2026 **Batch ID:** 424 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #: 3145		**250.42**
3146	SYSTEM	**5/07/2026**	**9795**	**CLEAN BEER**			
	780			4/24/2026	175.00	0.00	175.00
		03.4523.002.660 / LNG - EQUIPMENT MAINTENANCE				175.00	
		W.E. CONFERENCE CENTER & BEER TOWER LINE CLEANING					
	783			4/24/2026	100.00	0.00	100.00
		03.4522.002.615 / SKI - EQUIPMENT MAINTENANCE				100.00	
		BEER LINE CLEANING @ CAMPTON MOUNTAIN					
					Total Check #: 3146		**275.00**
3147	SYSTEM	**5/07/2026**	**7050**	**COCA-COLA BOTTLING COMPANY**			
	52059980010			4/24/2026	999.35	0.00	999.35
		03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES				999.35	
		SODA AND SPARKLING DRINKS					
					Total Check #: 3147		**999.35**
3148	SYSTEM	**5/07/2026**	**1790**	**ELECTRICAL INSTALLATIONS, LLC**			
	S2606901			4/30/2026	960.00	0.00	960.00
		02.4331.520.641 / WTR - SYSTEM REPAIRS				960.00	
		MATERIALS AND LABOR FOR SKI BOWL TRANSFER PUMP STATION					
					Total Check #: 3148		**960.00**
3149	SYSTEM	**5/07/2026**	**1890**	**EVERSOURCE**			
	5091 - APRIL			4/29/2026	21.00	0.00	21.00
		01.4522.002.340 / SKI - ELECTRIC				21.00	
		3/27/26 - 4/29/26 SERVICE					
					Total Check #: 3149		**21.00**
3150	SYSTEM	**5/07/2026**	**1910**	**EVERSOURCE**			
	0067 - APRIL			4/29/2026	762.10	0.00	762.10
		02.4331.520.340 / WTR - ELECTRICITY				762.10	
		3/27/26 - 4/29/26 SERVICE					

Check Manifest - by Payee

Date: 5/07/2026 **Batch ID:** 424 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #: 3150		**762.10**
3151	SYSTEM	**5/07/2026**	**1920**	**EVERSOURCE**			
	1028 - APRIL			4/29/2026	21.38	0.00	21.38
	01.4522.002.340 / SKI - ELECTRIC 3/27/26 - 4/29/26 SERVICE					21.38	
					Total Check #: 3151		**21.38**
3152	SYSTEM	**5/07/2026**	**1930**	**EVERSOURCE**			
	1063 - APRIL			4/29/2026	6,371.16	0.00	6,371.16
	01.4314.003.340 / B&G - ELECTRIC 3/27/26 - 4/29/26 SERVICE					6,371.16	
					Total Check #: 3152		**6,371.16**
3153	SYSTEM	**5/07/2026**	**1990**	**EVERSOURCE**			
	0085 - APRIL			4/29/2026	116.74	0.00	116.74
	01.4312.003.340 / HWY - ELECTRIC 3/27/26 - 4/29/26 SERVICE					116.74	
					Total Check #: 3153		**116.74**
3154	SYSTEM	**5/07/2026**	**2020**	**EVERSOURCE**			
	0026 - APRIL			4/29/2026	108.95	0.00	108.95
	01.4312.003.340 / HWY - ELECTRIC 3/27/26 - 4/29/26 SERVICE					108.95	
					Total Check #: 3154		**108.95**
3155	SYSTEM	**5/07/2026**	**2040**	**EVERSOURCE**			
	5011 - APRIL			4/29/2026	384.29	0.00	384.29
	01.4522.002.340 / SKI - ELECTRIC 3/27/26 - 4/29/26 SERVICE					384.29	
					Total Check #: 3155		**384.29**
3156	SYSTEM	**5/07/2026**	**7270**	**EVERSOURCE**			

Check Manifest - by Payee

Date: 5/07/2026 **Batch ID:** 424 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	0092 - APRIL				4/29/2026	1,989.53	0.00	1,989.53
	01.4522.002.340 / SKI - ELECTRIC						1,989.53	
	3/27/26 - 4/29/26 SERVICE							
						Total Check #:	**3156**	**1,989.53**
3157	SYSTEM	**5/07/2026**	**7280**	**EVERSOURCE**				
	0025 - APRIL				4/29/2026	782.35	0.00	782.35
	02.4331.520.340 / WTR - ELECTRICITY						782.35	
	3/27/26 - 4/29/26 SERVICE							
						Total Check #:	**3157**	**782.35**
3158	SYSTEM	**5/07/2026**	**7300**	**EVERSOURCE**				
	1029 - APRIL				4/29/2026	226.39	0.00	226.39
	02.4331.520.340 / WTR - ELECTRICITY						226.39	
	3/27/26 - 4/29/26 SERVICE							
						Total Check #:	**3158**	**226.39**
3159	SYSTEM	**5/07/2026**	**7310**	**EVERSOURCE**				
	1039 - APRIL				4/29/2026	109.31	0.00	109.31
	01.4522.002.340 / SKI - ELECTRIC						109.31	
	3/27/26 - 4/29/26 SERVICE							
						Total Check #:	**3159**	**109.31**
3160	SYSTEM	**5/07/2026**	**7320**	**EVERSOURCE**				
	6058 - APRIL				4/29/2026	21.00	0.00	21.00
	02.4331.520.340 / WTR - ELECTRICITY						21.00	
	3/27/26 - 4/29/26 SERVICE							
						Total Check #:	**3160**	**21.00**
3161	SYSTEM	**5/07/2026**	**7330**	**EVERSOURCE**				
	6092 - APRIL				4/29/2026	23.61	0.00	23.61
	02.4331.520.340 / WTR - ELECTRICITY						23.61	
	3/27/26 - 4/29/26 SERVICE							

Check Manifest - by Payee

Date: 5/07/2026 **Batch ID:** 424 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #:	**3161**	**23.61**
3162	SYSTEM	**5/07/2026**	**9130**	**EVERSOURCE**			
	4017 - APRIL			4/29/2026	271.48	0.00	271.48
	02.4331.520.340 / WTR - ELECTRICITY					271.48	
	3/27/26 - 4/29/26 SERVICE						
					Total Check #:	**3162**	**271.48**
3163	SYSTEM	**5/07/2026**	**9140**	**EVERSOURCE**			
	9021 - APRIL			4/29/2026	3,725.72	0.00	3,725.72
	02.4331.520.340 / WTR - ELECTRICITY					3,725.72	
	3/27/26 - 4/29/26 SERVICE						
					Total Check #:	**3163**	**3,725.72**
3164	SYSTEM	**5/07/2026**	**7480**	**HANDYMAN HARDWARE INC.**			
	B519771			4/01/2026	68.62	0.00	68.62
	01.4522.003.663 / SKI - LIFT MAINTENANCE					76.25	
	8-31x1 1/2 PH PAN, NYL LOCK NUT, FENDER WASHER AND FOAM HIGH DENSITY BRUHSH						
	01.4522.003.663 / SKI - LIFT MAINTENANCE					-7.63	
	8-31x1 1/2 PH PAN, NYL LOCK NUT, FENDER WASHER AND FOAM HIGH DENSITY BRUHSH						
	B519842			4/02/2026	14.85	0.00	14.85
	01.4522.003.663 / SKI - LIFT MAINTENANCE					16.50	
	NUMBER HOUSE 1 3 IN. REFL						
	01.4522.003.663 / SKI - LIFT MAINTENANCE					-1.65	
	NUMBER HOUSE 1 3 IN. REFL						
	B519892			4/02/2026	39.15	0.00	39.15
	01.4314.003.630 / B&G - BUILDING REPAIRS					43.50	
	ADDITIVE WASHER FLUID AD CALCIUM/LIME/RUST REMOVER						
	01.4314.003.630 / B&G - BUILDING REPAIRS					-4.35	
	ADDITIVE WASHER FLUID AD CALCIUM/LIME/RUST REMOVER						
	B520205			4/06/2026	94.05	0.00	94.05
	01.4314.003.826 / B&G - VEHICLE MAINTENANCE					104.50	
	VINYL TUBIN 9 FOOT AND 8 FOOT						
	01.4314.003.826 / B&G - VEHICLE MAINTENANCE					-10.45	
	VINYL TUBIN 9 FOOT AND 8 FOOT						

Check Manifest - by Payee

Date: 5/07/2026 **Batch ID:** 424 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	B520221			4/06/2026	100.08	0.00	100.08
	02.4331.520.641 / WTR - SYSTEM REPAIRS						111.20
	MISC FASTENERS, BX UTILITY PRFWTR, ADAPTER, PVC BOX JUNCTION, CIRCUIT BREAKER,						
	02.4331.520.611 / WTR - TOOLS						-11.12
	MISC FASTENERS, BX UTILITY PRFWTR, ADAPTER, PVC BOX JUNCTION, CIRCUIT BREAKER, W						
	B520476			4/08/2026	36.00	0.00	36.00
	01.4312.002.610 / HWY - SHOP SUPPLIES						40.00
	ABSORBENT OIL CLAY MULTI						
	01.4312.002.610 / HWY - SHOP SUPPLIES						-4.00
	ABSORBENT OIL CLAY MULTI						
	B520558			4/09/2026	66.60	0.00	66.60
	01.4314.003.611 / B&G - SMALL TOOLS						74.00
	SCREWDRIVER SET 6 PC SET, STRIPPER/CUT WIRE LOCK HAND, CUTTER WIRE STRIPPER						
	01.4314.003.611 / B&G - SMALL TOOLS						-7.40
	SCREWDRIVER SET 6 PC SET, STRIPPER/CUT WIRE LOCK HAND, CUTTER WIRE STRIPPER						
	B520586			4/09/2026	54.72	0.00	54.72
	01.4314.003.617 / B&G - LANDSCAPING						60.80
	MISC. FASTENERS						
	01.4314.003.617 / B&G - LANDSCAPING						-6.08
	MISC. FASTENERS						
	B522162			4/21/2026	6.75	0.00	6.75
	01.4314.003.630 / B&G - BUILDING REPAIRS						7.50
	FOAM BRUSH HIGH DENSITY						
	01.4314.003.630 / B&G - BUILDING REPAIRS						-0.75
	FOAM BRUSH HIGH DENSITY						
	B522185			4/21/2026	76.97	0.00	76.97
	01.4314.003.611 / B&G - SMALL TOOLS						36.50
	FUEL ENGINE SMALL AND EDGER SIDEWALK/GARDEN WD						
	01.4314.003.617 / B&G - LANDSCAPING						110.00
	FUEL ENGINE SMALL AND EDGER SIDEWALK/GARDEN WD						
	01.4314.003.617 / B&G - LANDSCAPING						-14.65
	FUEL ENGINE SMALL AND EDGER SIDEWALK/GARDEN WD						
	01.4314.003.617 / B&G - LANDSCAPING						-54.88
	FUEL ENGINE SMALL AND EDGER SIDEWALK/GARDEN WD						
	B522431			4/23/2026	15.30	0.00	15.30
	01.4314.003.613 / B&G - GROUNDS REPAIRS & MAINTENANCE						17.00
	SHRUB RAKE						
	01.4314.003.613 / B&G - GROUNDS REPAIRS & MAINTENANCE						-1.70

Check Manifest - by Payee

Date: 5/07/2026 **Batch ID:** 424 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		SHRUB RAKE					
	B522449			4/23/2026	17.09	0.00	17.09
		01.4312.002.822 / HWY - PROJECTS				18.99	
		NUMBER HOUSE O AND U-POST GREEN STEEL					
		01.4312.002.822 / HWY - PROJECTS				-1.90	
		NUMBER HOUSE O AND U-POST GREEN STEEL					
	B522486			4/23/2026	10.80	0.00	10.80
		01.4314.003.630 / B&G - BUILDING REPAIRS				12.00	
		SINGLE SIDED KEY					
		01.4314.003.630 / B&G - BUILDING REPAIRS				-1.20	
		SINGLE SIDED KEY					
	B523337			4/29/2026	22.05	0.00	22.05
		01.4312.002.822 / HWY - PROJECTS				24.50	
		12X6 STAR WS GOLD #1 (2) - BUILD NEW SANDER STAND					
		01.4312.002.822 / HWY - PROJECTS				-2.45	
		12X6 STAR WS GOLD #1 (2) - BUILD NEW SANDER STAND					
					Total Check #:	**3164**	**623.03**
3165	SYSTEM	**5/07/2026**	**2850**	**IRVING ENERGY**			
	504817			4/28/2026	2,252.92	0.00	2,252.92
		01.4312.002.823 / HWY - DIESEL				2,252.92	
		503.3 GALLONS DIESEL					
					Total Check #:	**3165**	**2,252.92**
3166	ACH	**5/07/2026**	**9695**	**KS STATEBANK - GOVT FINANCE DEPT - *ACH***		***ACH***	
	MAY PAYMENT			5/01/2026	1,662.29	0.00	1,662.29
		01.4711.000.003 / DEBT - PRINCIPAL PAYMENTS - KS BANK - EXCAVATOR				1,503.49	
		PRINCIPAL AND INTEREST MAY PAYMENT1 FOR EXCAVATOR					
		01.4721.000.003 / DEBT - INTEREST PAYMENTS - KS BANK - EXCAVATOR				158.80	
		PRINCIPAL AND INTEREST MAY PAYMENT1 FOR EXCAVATOR					
					Total Check #:	**3166**	**1,662.29**
3167	SYSTEM	**5/07/2026**	**9230**	**LRW WATER SERVICES**			
	103990			10/08/2025	6,585.00	0.00	6,585.00
		02.4331.520.641 / WTR - SYSTEM REPAIRS				6,585.00	
		WORK DONE IN 2025 - NEVER REC'D AN INVOICE FOR IT. 7/22, 8/4 AND 8/5/25 WORK CO					

Check Manifest - by Payee

Date: 5/07/2026 **Batch ID:** 424 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	104128			4/08/2026	3,602.00	0.00	3,602.00
	02.4331.520.641 / WTR - SYSTEM REPAIRS					3,602.00	
	SUPPLY TRANSFER PUMP FOR SKI BOWL PUMP STATION PLUS 4 HOURS LABOR						
					Total Check #:	**3167**	**10,187.00**
3168	ACH	**5/07/2026**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**		***ACH***	
	498262610			4/24/2026	718.76	0.00	718.76
	03.4523.002.611 / LNG - KITCHEN SUPPLIES					354.01	
	KITCHEN SUPPLIES						
	03.3401.001.002 / LNG - FOOD					364.75	
	FOOD PURCHASE						
					Total Check #:	**3168**	**718.76**
3169	SYSTEM	**5/07/2026**	**6180**	**UNIFIRST CORPORATION**			
	1070508232			4/20/2026	227.58	0.00	227.58
	01.4521.003.610 / FD - SUPPLIES					47.28	
	TERRY CLOTHS, BEACH TOWELS, COOK SHIRTS, APRONS, FRONT DESK RUG						
	01.4314.003.614 / B&G - CLEANING SUPPLIES					37.14	
	TERRY CLOTHS, BEACH TOWELS, COOK SHIRTS, APRONS, FRONT DESK RUG						
	03.4523.002.611 / LNG - KITCHEN SUPPLIES					95.71	
	TERRY CLOTHS, BEACH TOWELS, COOK SHIRTS, APRONS, FRONT DESK RUG						
	01.4312.002.610 / HWY - SHOP SUPPLIES					37.16	
	TERRY CLOTHS, BEACH TOWELS, COOK SHIRTS, APRONS, FRONT DESK RUG						
	03.4522.003.610 / SKI - CLEANING SUPPLIES					0.31	
	TERRY CLOTHS, BEACH TOWELS, COOK SHIRTS, APRONS, FRONT DESK RUG						
	01.4314.003.614 / B&G - CLEANING SUPPLIES					9.98	
	TERRY CLOTHS, BEACH TOWELS, COOK SHIRTS, APRONS, FRONT DESK RUG						
					Total Check #:	**3169**	**227.58**
3170	SYSTEM	**5/07/2026**	**4070**	**WESCO DISTRIBUTION INC.**			
	S6411319.002			4/03/2026	33.63	0.00	33.63
	01.4314.003.630 / B&G - BUILDING REPAIRS					33.63	
	1 SW&RCPT DEEP BOX						
	S6413393.001			4/07/2026	131.55	0.00	131.55
	01.4522.003.662 / SKI - SKI AREA REPAIRS					131.55	
	5 LUT AYCL-153P-IV 150 W DIMMER						

Check Manifest - by Payee

Date: 5/07/2026 **Batch ID:** 424 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid	
	S6413395.001			4/07/2026	47.51	0.00	47.51	
	02.4331.520.641 / WTR - SYSTEM REPAIRS						47.51	
	1 BERKO WHITE DP THERMOSTAT							
					Total Check #:	**3170**	**212.69**	

Check Manifest - by Payee

Date: 5/07/2026 **Batch ID:** 424 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
5/07/2026	**Check Manifest**		**Batch:**	**424**	**Chk Count:**	**28**	**Total Amnt:**	**33,897.18**

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	14,551.86
02	WATER FUND	17,107.24
03	RECREATION FUND	2,238.08

--- Signatures ---

_____
Helen Chatel, General Manager

_____
Maureen Patti, Commissioner-Chair

_____
Mark Canfield, Commissioner

_____
Gerald Panuczak, Commissioner

Committee Reappointments
May 13, 2026

Committee/Board Name	Members
Budget Advisory Committee	Billy Mitchell David Ketcham Ned McElroy (alt.) Lawrence Peruzzi (alt.)
Water & Roads Committee	Anthony Patti
Capital Improvement Program (CIP) Committee	Anthony Patti (PB) Lawrence Peruzzi

Transparent Pricing for Waterville Estates Village District, New Hampshire
Population: 1,000 - 1,999

Prepared for Admin Assistant Allison Smith

Thank you for considering switching to Civally!

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- Technical support
- Unlimited training
- Easy to use interface
- **FREE .gov domain**
- Mega site search
- Accessible Calendar
- SSL certificate
- All security updates
- Site backups

Switch And Save Discount — - $1,320

The first year subscription fee will be waived because you are switching to Civally from **Civic Plus**. Must sign up prior to **December 31, 2026** to receive the discount.

FIRST YEAR INVESTMENT: $6,400

OPTIONAL SERVICES

Managed Domains [optional annually] — $

You requested that we manage domains for you, in addition to the required **free .gov** domain. DOMAINS: **waterville-estates.com**

Option 1: Revize Custom Design Cost Proposal

Phase 1: Project Planning and Analysis and SOW as outlined by stakeholder and user feedback.	
Phase 2: Discovery & Design from scratch - One concept, three rounds of changes, home page design, and inner page design, includes Responsive Web Programming for great viewing on mobile screens.	
Phase 3 & 4: Revize Template Development - Set-up all CMS modules listed on the following page with I-framing or linking to any additional 3rd party web applications. You also receive all updates to all CMS modules for the life of your Revize relationship. **You own the technology, design and content!**	
Phase 5 & 6: Quality Assurance, Accessibility and Custom Development, including integration of internal custom applications and SQL datasets.	
Phase 7: Site map development/content reorganization and migration from old website into new website including spell checking and style corrections up to 1,060 pages and documents. To help remove stale content, Revize will not be moving over old announcements, events or calendar items. Additional content migration, if requested, is available for $4 per webpage and document. Content to be migrated estimated from current web-crawl of site.	
Phase 8: Content editing and site administration training via web conference for content editors (6 hours)	
Go live!	
Custom Website Design Subtotal	$7,930
Revize Annual Maintenance Fee (1st Year pre-paid during site development) Includes Unlimited Tech Support, CMS software updates (up to 3 users), security software updates, SSL security certificates and website health checks. Website hosting up to 30 GB web content storage with 100 GB monthly bandwidth included free of charge with pre-paid annual fee.	$2,300/yr
Grand Total (1st Year) 5-Year Agreement	$10,230

Revize AI ChatBot, Public Service Request App, and Interactive Forms App available!

Optional Interest-Free Payment Plans

Option 1: Revize Year One Payment Plan

During year one the client reserves the option to pay for the website upon completion of certain project phases. The first payment would be collected upon project start, second payment upon completion of Phase 2: Design Concept, and the final payment after completion of Phase 7: Client Training.

Payment Amount	Due Date	Payment Includes
$ 6,649	Start of Project	65% of Project Cost and Year 1 Annual Hosting and Maintenance
$ 3,581	Upon delivery of website at Phase 7 Training	35% of Project Cost and Year 1 Annual Hosting and Maintenance
$ 2,300	Year 2	Year 2 Annual Hosting & Maintenance
$ 2,300	Year 3	Year 3 Annual Hosting & Maintenance
$ 2,300	Year 4	Year 4 Annual Hosting & Maintenance
$ 2,300	Year 5	Year 5 Annual Hosting & Maintenance Free Website Redesign!

Option 2: Revize Five-Year Interest-Free Payment Plan

Instead of paying for the total project cost in year one, Revize would spread out the total first year cost over five years of service.

Payment Amount	Due Date	Payment Includes
$ 3,886	Year 1	20% of Project Cost + Year 1 Annual Hosting & Maintenance
$ 3,886	Year 2	20% of Project Cost + Year 2 Annual Hosting & Maintenance
$ 3,886	Year 3	20% of Project Cost + Year 3 Annual Hosting & Maintenance
$ 3,886	Year 4	20% of Project Cost + Year 4 Annual Hosting & Maintenance
$ 3,886	Year 5	20% of Project Cost + Year 5 Annual Hosting & Maintenance Free Redesign!

Custom Design Website Features Included
In addition to the Government Content Management System that enables non-technical staff to easily and quickly create/update content in the new web site, Revize provides a suite of applications and features specifically designed for government. The applications and features are grouped into five categories:

VISITOR'S COMMUNCIATION CENTER APPS

- Home Page Alert
- Notification Center with Email Alerts
- Document Center with keyword search
- FAQs with keyword search
- Staff/Listing Directory with keyword search
- Agenda Posting
- Job Posting
- Bid Posting
- Multi-Use Listing Directories with keyword search and Google Mapping
  Example:
  https://www.largo.com/facilities_directory/index.php
- News Center with Facebook/Twitter Integration
- "Share This" Social Media App
- Photo Galleries
- Quick Link Buttons
- Web Calendars with monthly grid and listing view
- Sliding Feature Bar
- Language Translator – over 100 languages

VISITOR'S ENGAGEMENT CENTER APPS:

- Citizen Request Center with Captcha
- RSS Feed
- Online Bill Pay linked to your Third-Party Payment Provider (if required)

STAFF PRODUCTIVITY APPS

- ADA Content Checker
- Image Manager
- iCal Integration
- Link Checker
- Menu Manager
- Reusable Department Home Page with Side Navigation
- CMS Web Form Builder with drag & drop text fields
- Website Content Archiving
- Website Content Scheduling

SITE ADMIN & SECURITY APPS

- Audit Trail
- Drag and Drop Menu Management
- Drag and Drop Picture Management
- Drag and Drop Document Management
- History Log
- URL Redirect Setup
- Roles and Permission-based Security Mode
- Secure Site Gateway
- SSL Security Certificate
- Unique Login/Password for each Content Editor
- Web Statistics and Analysis with Google Analytics

MOBILE DEVICE AND ACCESSIBILITY FEATURES

- ADA Compliant WCAG 2.2AA
- ADA Accessibility Widget
- Responsive Website Design (RWD) – for great Mobile Device viewing i.e SMART phones, PC Tablets, iPads, iPhones, Windows and Android devices



Option 2: Ready To Use Template Design Website Cost Proposal

Revize Ready-To-Go Design – 5 to 6 Week Delivery

Revize WEBGEN "Ready to Use" Website Design – includes Color Scheme and Banner customization, Revize CMS integration, and Content Editor training, onetime fee	$3,900
Content migration included up to 1,060 pages and documents. To help remove stale content, Revize will not me moving over old events or calendar items.	Included
Revize CMS Annual Software Subscription (3 Users), Unlimited Tech Support, Software Updates, SSL Security Certificate, and Website Hosting up to 5 GB storage, 30GB monthly bandwidth limit – annual fee	$1,500
Grand Total (1st year) Second year and onwards investment	**$5,400** $1,500/year

Website delivery: approximately 4-6 weeks

- ✓ Revize WEBGEN "Ready to Use" Website Design – pick from one of Six designs, starting on page 32. Revize will change the color scheme and customize the banner to fit your organization. Each design includes Response Website Design programming for great viewing on any size mobile phone screen without having to zoom in on the text! Takes approximately 4 - 6 weeks.
- ✓ Revize CMS web content management software subscription for up to 1 Content Editor
- ✓ Revize Web Calendar Module, Document Center, and other modules as indicated on the page 31.
- ✓ Revize will not be moving over any old calendar events, or empty webpages to help clean up stale content. Additional content migration, if requested, is available for $4 per webpage and document.
- ✓ Instructor Led Training – Revize content editing and administrative training, one session up to 3 hours for up to 3 people via web conference and phone
- ✓ Technical Support and Product Upgrades, Website Hosting
- ✓ Four-year agreement

Flexible Payment Option

Optional Payment Plan – The Revize Client First Plan

The Revize Client First Plan offers clients an alternative payment plan that makes it easier to purchase a new website on your budget and spreads the one-time project design and development costs over a longer period of time.
Through a 4-year contract, The Revize Client First Plan dramatically lowers the one-time project development and start-up costs of launching a new website. What Revize does is combine the one-time and recurring fees and spreading them over the life of the contract, interest free.

The Revize Client First Plan Annual Recurring Fees – Interest Free Optional

Year 1:	1/4th of project costs + Annual Hosting, Support, Maintenance $2,475
Year 2:	1/4th of project costs + Annual Hosting, Support, Maintenance $2,475
Year 3:	1/4th of project costs + Annual Hosting, Support, Maintenance $2,475
Year 4:	1/4th of project costs + Annual Hosting, Support, Maintenance $2,475

Following Applications & Features will be integrated into Your Website Project

Revize provides applications and features specifically designed for government organizations.

The applications and features are categorized into:

- Citizen's Communication Center Apps
- Citizen's Engagement Center Apps
- Staff Productivity Apps
- Site Administration and Security Features
- Mobile Device and Accessibility Features

CITIZEN'S COMMUNCIATION CENTER APPS:

- ✓ Home Page Alert
- ✓ Document Center with search bar
- ✓ FAQ Center with search bar
- ✓ News Center
- Photo Gallery/YouTube Video Upload
- Quick Link Buttons
- Revize Web Calendar – Unlimited Calendars
- Language Translator – over 100 languages

CITIZEN'S ENGAGEMENT CENTER APPS:

- Social Media Sharing App

STAFF PRODUCTIVITY APPS:

- ✓ **ADA Content Checker**
- ✓ Image Manager
- ✓ Link Checker
- ✓ Menu Manager
- ✓ Website Content Archiving

SITE ADMIN & SECURITY APPS:

- ✓ Audit Trail & History Log
- ✓ Roles and Permission-based Security Mode
- ✓ Secure Site Gateway
- ✓ Unique Login/Password for each Content Editor

MOBILE DEVICE AND ACCESSIBILITY FEATURES:

- ✓ ADA Compliant WCAG 2.1 AA
- ✓ Responsive Website Design (RWD) – for great mobile phone viewing

Select one of the following Website Designs on the following pages and Revize will add your logo in the banner and change the color scheme to reflect your organization's character. The Revize CMS is already built into it saving you the cost of a custom design and CMS technology development.
Turnaround time: approximately 4-6 weeks

Maureen Patti Motions for May 13, 2026

1. **Agenda Item # 6a, Adoption of minutes –**
   Proposed Amendments to draft minutes of April 28, 2026:

    1. Page 1, line 41 – insert “of lift chairs” after ‘percent’ AND insert after ‘it to’ the following “non-destructive testing (NDT)”
    2. Page 2, line 56 – insert “for skiing” after ‘mountain’
    3. Page 2, line 60 – modify sentence to read “Replacement of the pond dock”
    4. Page 2, line 74 – insert after ‘stump’ the following: “(grind down/remove stumps from trees cut to comply with new standards for ski trail set back from treelines)”
    5. Page 3, line 100 – delete ‘the skiing season’ AND insert “concession operations at the Lodge”
    6. Page 3, line 118 – insert after ‘signage’ the following “…-- at the dam (Rte 49) and the intersection of Rte 175 & Winterbrook -- …”
    7. Page 4, line 135 – insert “and staffing” after ‘organizing’
    8. Page 4, line 156 – insert after ‘on the’ the words “water system”
    9. Page 4, line 157 – insert after ‘their’ the word “residential” AND insert after ‘complete the’ the word “water”
    10. Page 6, delete ‘do maintenance on’ AND insert “evaluate”
    11. Page 6, line 240 – substitute “provided” for ‘given that’ AND insert “any needed” after ‘they have’ AND delete ‘if needed’
    12. Page 7, line 277 – insert “roof” after ‘the’
    13. Page 8, line 318 – insert “IT” in front of ‘vendor’
    14. Page 8, line 343 – insert “residential” after ‘possible’
    15. Page 10, line 412 – modify sentence to read in part “…short-term rentals feature in their advertising/listings the Community Center and Mountain and they have beautiful pictures of the pool, clubhouse, lodge, and trails.”
    16. Page 10, line 414 – correct punctuation and add a question mark after ‘rentals here’
    17. Page 10, line 415 – substitute “communities/municipalities” for ‘districts’
    18. Page 10, line 423 – substitute “by WEA volunteers” for the words ‘during volleyball’ at the end of the sentence