WEVD COMMISSION MEETING AGENDA
Wednesday, August 5, 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. Adoption of Agenda
5. Approval of Minutes
    a. July 21, 2026 – Public
    b. July 21, 2025 – Non-Public
6. Treasurer's Report
7. General Manager's Report
8. Advisory Committee and Planning Board Updates/Reports
    a. Planning Board
    b. Capital Improvement Program Committee
    c. Budget Advisory Committee
    d. Water & Roads
    e. Records & Retention
9. CONSENT CALENDAR
    a. Manifests
    b. Committee, Board Reports
10. GENERAL CALENDAR ITEMS
    a. Cash Flow Planning Process
    b. Campton Mountain Manager position
    c. Recreation Business Manager position
11. Next Meeting: Wednesday, September 2, 2026 @ 4 p.m.
12. Public Comment Period
13. Non-Public Session pursuant to RSA 91-A: 3, II (a), (b), (c), (l)
14. 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 DRAFT Commissioner Meeting Minutes

July 21, 2026 – 6:00 PM

Attendees in physical location: Commissioners Maureen Patti, Mark Canfield, General Manager Helen Chatel, Administrative Assistant Allison Smith, and Finance Administrator Lisa Magerer.

Attendees online: na

Members of the Public in physical location: Richard Mayo (42 Taylor Drive), William Oheley, Margaret Bucheit (59 Snowood Drive)

Members of the Public online: Ron Smith, Bobbi Ketcham (111 Hodgeman Hill Road)

Members Excused: na

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

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

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

If remote attendance, reason & vote: na

Adoption of Agenda: by consensus Commissioners agreed to move the auditors to immediately following the second public hearing.

Public Hearing # 1 – To accept and expend $38,000.00 from the Waterville Estates Association for the replacement of the roof over the gym/fitness center.

Ms. Patti opened the public hearing at 6:02 PM and explained that the amount for roof replacement was presented to the community as a warrant article at the annual meeting, which they approved, and WEA had agreed to cover the project from CIF money. However, it was discovered later that there was more damage to the roof (damage to the support beams/rafters), than originally discovered when the bid had been approved, therefore, there was a need to spend beyond the $38,000 originally allocated to this project. The $38,000 has already been transferred to the District by WEA and the purpose of this public hearing is to accept this money as unanticipated revenue.

Mr. Canfield noted that the amount beyond the $38,000 that the District had to add to this project for additional repairs discovered after the bid had been approved is about $4,600 and that he would like to go back to WEA to see if they would consider covering it as well, given that the District has not budgeted for that amount.

Ms. Patti noted that this public hearing was only related to the original amount of $38,000. She also noted that the District was able to save quite a few dollars as it reused the existing roof decking material, which was disassembled and assembled by the District staff, although it made the repair process a bit longer than expected, due to the contractor refusing to use the existing decking.

Ms. Patti opened the floor to the public:

- Margaret Bucheit (59 Snowood Drive) – asked the Commissioners to speak louder.

Having nobody else willing to address the Commission either in person, online or via phone or email, Ms. Patti closed the public hearing at 6:10 PM.

Mr. Canfield moved to accept and expend $38,000.00 from the Waterville Estates Association for the replacement of the roof over the gym/fitness center Ms. Patti duly seconded and motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Canfield - aye.

Public Hearing # 2 – To accept and expend $10,100 from the Waterville Estates Association for Campton Mountain ski area insurance.

Ms. Patti called the public hearing at 6:10 PM.

Ms. Patti explained that this is special kind of insurance for the activities on Campton mountain and usually is paid in February. The WEA has already provided the money to the District, and this is a way to accept them via holding a public hearing.

Having nobody else willing to address the Commission either in person, online or via phone or email, Ms. Patti closed the public hearing at 6:12 PM.

Mr. Canfield moved to accept and expend $10,100 from the Waterville Estates Association for Campton Mountain ski area insurance. Ms. Patti duly seconded and motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Canfield - aye.

2024 Audit

Ms. Patti noted that Ronald Smith from RHR Smith & Company was present online to discuss the 2024 Audit and invited him to speak.

Mr. Smith provided an overview of the 2024 Audit and explained the level of opinions that are usually provided to the audits. In case of the District the opinion provided for 2023 was adverse, which is the lowest level and means that there are major issues with bookkeeping and records and other issues. RHR Smith & Company came onboard when the District was undergoing transition in their financial software and staff, and Ms. Magerer became the Finance Director. She did a lot of clean up for the 2024 audit and really work on the books.

He then went over the presentation he prepared for the 2024 Audit. The opinion issued was unmodified: "In our opinion, the accompanying financial statements referred to above present

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fairly, in all material respects, the respective financial position of the governmental activities, the business type activities and each major fund of Waterville Estates Village District as of December 31, 2024 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America."

The following findings and comments were made after the 2024 Audit:

Bank Reconciliations: The auditors noted that the bank reconciliation preparer does not sign and date the completed bank reconciliations. The auditors noted that the District has outstanding checks remaining on bank reconciliations that were older than 6 months from the date of issuance.

Capital Assets: The auditors noted that the system to track current and prior year capital asset purchases and disposals of property including infrastructure and land improvements was not maintained or updated consistently. The auditors noted that the District did not identify all capital assets and/or depreciation for appropriate presentation in their financial statements.

Inventory: The auditors noted that the District did not adjust inventory according to their valuation method for the current fiscal year.

Real Estate Taxes: Discrepancies were found between the general ledger balances and the supporting details in the real estate tax subledger accounts.

General Ledger: The auditors noted that the District did not record all accrued liabilities and expenditures required to be recorded in the current fiscal year as part of the modified accrual basis of accounting.

There was a brief discussion that the 2024 Audit underscored that the District is a resort community, which is what it is trying to operate as. It was also noted that the District has introduced a Capital Improvement Program this year and it is focusing on the assets that it has, looking for ways in which to fund their needs over time, and hopefully not jolt the taxpayers with.

Commissioners thanked Mr. Smith for the work, and he said that he will in contact to schedule the 2025 Audit.

Approval of Minutes

June 24, 2026 meeting minutes.

Ms. Patti motioned to amend June 24, 2026 meeting minutes according to the 28 amendments contained in the packet. Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Canfield - aye.

Ms. Patti motioned to approve amended June 24, 2026 meeting minutes as official meeting minutes. Mr. Panuczak duly seconded. Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Canfield - aye.

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Treasurer's Report

Ms. Magerer provided a brief overview of the Treasurer's report.

General Manager's Report

Ms. Chatel spoke about the following:

Administrative

- Ms. Chatel and Ms. Smith attended the Job Description Workshop on July 14, 2026. Primex provided guidance and tips along with a list of resources;
- Staffing for the winter season registered for the job fair on PSU campus for September 2, 2:00 PM to 4:00 PM; Management will also submit its job listings at PSU;
- Ms. Chatel met with Steve Davis, WEA's VP and lead on Campton Mtn committee, looking forward to future meetings and getting staffing and expectations off the ground. Working on securing ski patrol personnel for the winter, to work on scheduled days, to rotate the staff and to make sure coverage for the mountain is secured.

Building and Grounds

- Staff have been working on the exterior of the building;
- This week staff are working on the weeding & mowing;
- Management is looking to put up a bollard in front of the mailbox building, as Joanna Matos, from WEA, suggested, and management will put a green and white sleeve over the pole to comply with WEA aesthetics;
- Johnson Controls will be on site in August to update the alarm system and the fire panel - still waiting on security camera quote;
- Andre Patenaude came and looked at the adult pool and hot tub. He provided Mr. Pelchat with a contract to further discuss the issue of the jets in the hot tub. Mr. Pelchat was on vacation last week, and management hopes to have more to report in the next week. He will contact Mr. Pelchat the second week of August to discuss setting up a time to begin the family pool project;
- Management received the quote for Mr. Patenaude regarding the adult pool and hot tub; $28,200, if they are done together. They ask for a 10% deposit to get on schedule 40% at the start of the project, 30% at completion excluding the finish, the remainder once the entire project is completed or 20%.

Water and Roads

- Working cutting and ditching: David Thompson, Armsby, Campton, Mt, Porcupine, Belly Valley;
- Ordering road materials;

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- Repairing the rake to continue road repairs;
- Adding a main meter on the South Mt, to gather information from the Armsby, Toby and David Thompson side of the mountain. EEI will be here this week to finish with adding the antenna, to get the system online;
- Lauren Bennett is inpecting the roads for conditions as well as water valves and will report to Steve any serious issues are relayed to management.

Events

- Game Nights - 5:00 PM to 7:00 PM on Thursdays in the lounge - come bring a game or learn a new one;
- July 25, 2026 - Beer, Wine & Hard Cider festival has been canceled. Management is working with the Event committee to see if it could be rescheduled or how to entice vendors to prioritize our community.

CONSENT CALENDAR

Manifests

Ms. Patti called a vote to the manifests as presented in the meeting handout. 2:0 roll call vote: Ms. Patti – aye, Mr. Canfield - aye.

Committee & Board Reports

There were no written reports to approve.

GENERAL CALENDAR ITEMS

CIP Committee Handbook

Ms. Patti noted that the CIP Committee Handbook prepared by the planning board was in the packet. Commissioners reviewed the draft CIP Committee Handbook. One correction was identified: meeting minutes should be submitted to the District Administrative Assistant, not the District Clerk.

Then there was extended discussion on whether the handbook should be adopted by the CIP committee rather than the planning board.

It was also noted that the missing minimum funding amount (the "X") should be determined through CIP committee work and that number is not a mandate but a recommendation.

Commissioners noted the usefulness of the existing 2019 Reserve Study and the importance of integrating long-term planning with other committees' work.

Overall, Commissioners felt the handbook was well-structured and helpful but should ultimately be adopted by the CIP committee after the noted changes.

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Mr. Canfield made a motion to accept this document with one change on page four and send it back to the planning board. Ms. Patti duly seconded, and motion carried with 2:0 roll call vote: Ms. Patti – aye, Mr. Canfield - aye.

WEVD Personnel Handbook

Ms. Patti noted that the updated Employee Handbook was in the packet and offered a few additional changes as follows:

The Commissioners discussed the revised Personnel Handbook. Two minor, non-substantive issues were identified by Ms. Patti:

- The table of contents (page 2) contains an entry for "on-call, call-ins, and after-hours calls," but no such section appears in the body of the document. This entry should be removed or corrected.
- Pg. 36 - 37 – Paid Time Off (Vacation / Sick) paragraph should read as follows: "Full time employees receive two types of paid time off – (1) vacation, which is earned and paid out upon separation from the District, and (2) sick, which is given at the beginning of the year to be used for sickness, Dr. appointments, for self or family members."

No other edits or concerns were raised.

Ms. Patti made a motion to approve the WEVD Employee Handbook, as revised on June 23, 2023 and as contained in the meeting packet, subject to the corrections noted above. Mr. Canfield duly seconded, and motion carried with 2:0 roll call vote: Ms. Patti – aye, Mr. Canfield - aye.

Remote Participation in and Streaming of WEVD Public Body Meetings

The Commission discussed ongoing issues with remote meeting participation and streaming.

Ms. Smith provided historical background: remote meetings began during COVID using Zoom, later transitioning to GoToMeeting after a Zoom-bombing incident that resulted in the District's account being permanently banned from YouTube.

The District now uses new microphones and expanded equipment, but managing the technology has become burdensome, requiring significant staff time during meetings.

Commissioners and staff reviewed key considerations:

- Determining whether the goal is remote participation, remote viewing, or both;
- Whether viewing must be live or can be delayed;
- The amount of staff time required to manage equipment and troubleshoot during meetings and the need for the staff to be present at every board and committee meeting;
- Concerns about unreliable internet quality impacting streaming;
- The need for high-quality recordings for the remote minute taker;
- The district's lack of legal obligation to provide real-time remote participation;

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Staff presented options:

- Hire an external service (such as Pemi Baker TV) to manage recording and streaming using their own equipment.
- Record meetings locally (not streamed live) and upload recordings afterward, reducing technological burden.
- Offer public comment only in person or via written comment submitted in advance or after viewing a delayed recording.

Commissioners expressed interest in shifting to delayed-view recordings to reduce staff workload and costs while still maintaining transparency. They emphasized the need for reliable recordings and acknowledged that holding remote public meetings and providing an option for real-time remote comment is not legally required.

Staff will explore best implementation methods and provide recommendations.

Drone Use over WEVD facilities; Developing a Drone Policy

The Buildings and Facilities Committee prepared a proposed District drone use policy based on existing law and legal review. The policy was presented in the meeting handout. The Commission expressed support and noted no objections.

- Richard Mayo (42 Taylor Drive) from WEA said that WEA also had its attorneys review the policy.

Mr. Canfield made a motion to adopt the proposed drone policy as presented in the meeting handout. Ms. Patti duly seconded, and the motion carried with a 2-0 roll call vote: Ms. Patti - aye, Mr. Canfield - aye.

Need Volunteers – Planning Board, Deputy Treasurer, Commissioner

Ms. Patti reminded the community that volunteers are needed for the planning board and the Commission, as well as the Deputy Treasurer position.

Next Meeting: Wednesday, August 5, 2026 @ 6 p.m.

Public Comment Period

- Richard Mayo (42 Taylor Drive) – asked if Johnson Controls was still responsible for the security cameras.

Ms. Chatel said that they are waiting for the quote from them.

- Mr. Mayo noted that he was working on organizing the Cornhole tournament for August 1st, and if that goes well, there may be a Horseshoe tournament to follow. He also asked if there were going to be any restrictions put on the facility for the August 8th wedding.

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Ms. Chatel said that she did not think there were any restrictions at this point, and there will be no wedding activity by the pool.

- Margaret Bucheit (59 Snowood Drive) - raised concerns about a newly built next door short-term rental which is listed on VRBO and is advertised for 20 people, which is becoming an issue for her as a neighbor. She also noted excessive exterior lighting at that property, which is also a problem and asked if there is any indication that the Commission would consider implementing a dark sky policy. She asked if such properties are considered in any of the District policies as it is becoming a quality of life issue for the people who live in the District.

- Mr. Mayo said that the association is working on a rental policy and invited Ms. Ketcham to take part in those discussions. He also noted that there is ongoing effort to draft a lighting policy as well.

Ms. Patti noted that the District does not have any jurisdiction over short-term rentals, however, the homeowner's association does.

- Bobbi Ketcham (111 Hodgeman Hill Road) submitted an online comments which was read into the record by Ms. Smith: "Helen's report on the hot tub jets was not easily heard due to the static or background noise, will the jets be fixed soon? the estimate for the upper deck pool states using diamond bright quartz and is that our only option. Will we have choices for plaster and tile presented to the aesthetics committee? She also asked if Mr. Patenaude would be able to do the work on the adult pool and hot tub this fall?"

Ms. Chatel said that the issue with the jets is a complicated one and will be investigated once the staff draws down the hot tub, which they do once a month. As for the pool, Ms. Chatel said that the adult pool does not need tile replacement and she will reach out to Mr. Patenaude to ask about other options and on the timeframe for the adult pool and hot tub repairs.

Non-Public Session

Ms. Patti motioned at 7:56 PM to enter non-public session for the purpose described in RSA 91-A:3, II (a). Mr. Canfield duly seconded. Motion carried with a 2:0 roll call vote: Ms. Patti – aye, Mr. Canfield - aye.

Non-public session was entered at 7:57 PM, Commissioners Patti and Canfield were present in person. Also, present waw General Manager Helen Chatel.

Resumption of Public Session.

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

Public session was entered at 9:06 PM. Commissioners Patti and Canfield were present in person.

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Adjourn Meeting

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

Meeting adjourned at 9:07 PM.

Minutes prepared by Alvina Snegach

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Waterville Estates Village District July 21, 2026
Commission Meeting DRAFT Non Public Minutes

Members at physical location – Summit Lounge, Community Center, 562 Winterbrook Road, Campton NH 03223: Commissioners Maureen Patti and Mark Canfield.

Attendees: Helen Chatel, WEVD General Manager.

Call to Order: Ms. Patti called the Non Public Session to order at 8:01 p.m.

Discussion ensued regarding salary and benefits for an existing employee.

GM Chatel discussed an applicant for the Campton Mountain manager.

GM described development of Recreation Business Manager job description and potential candidate.

Ms. Patti moved to re-enter Public Session. The motion was seconded by Mr. Canfield. Roll call vote of the Commissioners approving the motion was unanimous.

The Commissioners resumed Public Session.

Minutes prepared by M. Patti.

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562 Winterbrook Road Campton, NH 03223
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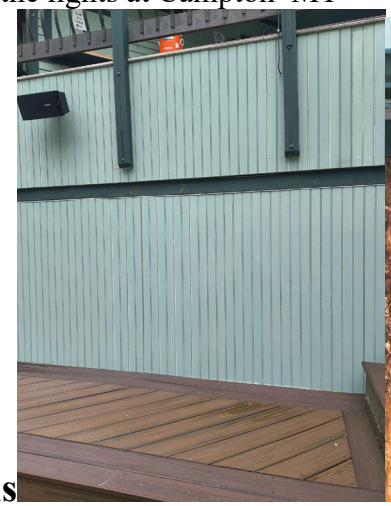
GM Report: August 5, 2026

Administrative:

- Met with the Aesthetic Committee - discussed pool tiles sizes and colors. Requested samples from the vendor, should have further information next week.
- Vendor believes that the issue with the jets is a diffuser, they have been ordered. Staff is aware that it is vital to have the unit running properly before undergoing the restoration process.
- Have been working on updating job descriptions with Ms. Smith

Building and Grounds

- Staff has been working on the exterior of the building; they found some rot under the siding around the windows and the corner entrance from the lower level, and have replaced it with new materials and used tyvek as a barrier between the siding and osb.
- Shortly they will move on to the mailbox
- Then work on the lights at Campton MT




Water and Roads

- A leak was found last week 6 gallons a minute, homeowners notified water shut off and back on.

Events

- Paint and sip this Thursday in the lounge.
- August 15 is the Luau in the pool area, music, games, and fun drinks to be had starts at 5 and ends at 8.

Front Desk:

We continue to have guests and homeowners trying to sneak alcohol in, I ask that community members understand, these are the terms of our liquor license and if the state comes in, it will affect the whole community. While it may seem like we want to kill your fun, we actually want to make sure everyone can enjoy their time here, we just have to follow the laws ourselves.

Check Manifest - by Payee

Date: 7/23/2026 **Batch ID:** 441 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
3407	SYSTEM	**7/23/2026**	**9763**	**ACE HARDWARE**			
	22915145			7/15/2026	783.91	0.00	783.91
	01.4312.002.611 / HWY - TOOLS					691.16	
	CHAIN OIL, GREASED LIGHTNING, TIE DOWN, FLAT BRUSH, FILE CHAIN SAW, BACKPACK BLO						
	01.4312.002.610 / HWY - SHOP SUPPLIES					92.75	
	CHAIN OIL, GREASED LIGHTNING, TIE DOWN, FLAT BRUSH, FILE CHAIN SAW, BACKPACK BLO						
					Total Check #:	**3407**	**783.91**
3408	SYSTEM	**7/23/2026**	**160**	**AMAZON**			
	1K1X-91NN-GCWR			7/09/2026	101.64	0.00	101.64
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					101.64	
	RUISHAN LAB SCALE						
	1RV6-1KPF-KCMQ			7/20/2026	148.79	0.00	148.79
	01.4314.003.614 / B&G - CLEANING SUPPLIES					68.78	
	TORK HIGH CAPACITY TOILET PAPER ROLLS						
	01.4314.003.614 / B&G - CLEANING SUPPLIES					59.99	
	TORK HIGH CAPACITY TOILET PAPER ROLLS						
	01.4314.003.614 / B&G - CLEANING SUPPLIES					20.02	
	LYSOL TOILET BOWL CLEANER						
	1T19-L6TR-GMGD			7/16/2026	25.33	0.00	25.33
	01.4314.003.614 / B&G - CLEANING SUPPLIES					25.33	
	PLASTIC 40-45 GALLON TRASH BAGS						
					Total Check #:	**3408**	**275.76**
3409	SYSTEM	**7/23/2026**	**210**	**AMERIGAS**			
	3191735338			7/07/2026	197.52	0.00	197.52
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					197.52	
	96.3 GALLONS PROPANE						
					Total Check #:	**3409**	**197.52**
3410	SYSTEM	**7/23/2026**	**9748**	**BLACK RIVER PRODUCE**			
	162071			7/15/2026	299.96	0.00	299.96
	03.3409.001.002 / COG - FOOD					299.96	
	FOOD PURCHASE						

Check Manifest - by Payee

Date: 7/23/2026 **Batch ID:** 441 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				Total Check #:	**3410**		**299.96**
3411	SYSTEM	**7/23/2026**	**1240**	**CONSOLIDATED COMMUNICATIONS**			
	7331-10 JUNE JULY			7/12/2026	167.52	0.00	167.52
	02.4331.520.350 / WTR - TELEPHONE					167.52	
	6/12/26 - 7/11/26 SERVICE						
				Total Check #:	**3411**		**167.52**
3412	SYSTEM	**7/23/2026**	**1250**	**CONSOLIDATED COMMUNICATIONS**			
	7408-6 JUNE JULY			7/12/2026	437.65	0.00	437.65
	01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES					437.65	
	6/12/26 - 7/11/26 SERVICE						
				Total Check #:	**3412**		**437.65**
3413	SYSTEM	**7/23/2026**	**1260**	**CONSOLIDATED COMMUNICATIONS**			
	8279-30 JUNE JULY			7/12/2026	162.64	0.00	162.64
	01.4130.002.350 / EXEC - TELEPHONE & INTERNET					162.64	
	6/12/26 - 7/11/26 SERVICE						
				Total Check #:	**3413**		**162.64**
3414	SYSTEM	**7/23/2026**	**1320**	**CONSOLIDATED COMMUNICATIONS**			
	8958-353 JUNE JULY			7/12/2026	123.50	0.00	123.50
	01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES					123.50	
	6/12/26 - 7/11/26 SERVICE						
				Total Check #:	**3414**		**123.50**
3415	SYSTEM	**7/23/2026**	**1340**	**CONSOLIDATED COMMUNICATIONS**			
	5220-50 JUNE JULY			7/12/2026	74.43	0.00	74.43
	02.4331.520.350 / WTR - TELEPHONE					74.43	
	6/12/26 - 7/11/26 SERVICE						
				Total Check #:	**3415**		**74.43**
3416	SYSTEM	**7/23/2026**	**1350**	**CONSOLIDATED COMMUNICATIONS**			

Check Manifest - by Payee

Date: 7/23/2026 **Batch ID:** 441 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	4707-JUNE AND JULY				7/12/2026	167.52	0.00	167.52
	02.4331.520.350 / WTR - TELEPHONE						167.52	
	6/12/26 - 7/11/26 SERVICE							
						Total Check #:	**3416**	**167.52**
3417	SYSTEM	**7/23/2026**	**1710**	**DRUMMOND WOODSUM**				
	942718				7/17/2026	219.45	0.00	219.45
	01.4130.002.323 / EXEC - LEGAL SERVICES						219.45	
	2026 Bank of NH - Tan							
						Total Check #:	**3417**	**219.45**
3418	ACH	**7/23/2026**	**1890**	**EVERSOURCE**				***ACH***
	5091 - JUNE INVOICE				6/26/2026	21.21	0.00	21.21
	01.4522.002.340 / SKI - ELECTRIC						21.21	
	5/28/26 - 6/17/26 SERVICE							
						Total Check #:	**3418**	**21.21**
3419	ACH	**7/23/2026**	**1910**	**EVERSOURCE**				***ACH***
	0067 JUNE INVOICE				6/26/2026	151.72	0.00	151.72
	02.4331.520.340 / WTR - ELECTRICITY						151.72	
	5/28/26 - 6/17/26 SERVICE							
						Total Check #:	**3419**	**151.72**
3420	ACH	**7/23/2026**	**1920**	**EVERSOURCE**				***ACH***
	1028- JUNE INVOICE				6/26/2026	21.68	0.00	21.68
	01.4522.002.340 / SKI - ELECTRIC						21.68	
	5/28/26 - 6/17/26 SERVICE							
						Total Check #:	**3420**	**21.68**
3421	ACH	**7/23/2026**	**1930**	**EVERSOURCE**				***ACH***
	1063 - JUNE INVOICE				6/26/2026	7,142.77	0.00	7,142.77
	01.4314.003.340 / B&G - ELECTRIC						7,142.77	
	5/28/26 - 6/17/26 SERVICE							

Check Manifest - by Payee

Date: 7/23/2026 **Batch ID:** 441 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #:	**3421**	**7,142.77**
3422	ACH	**7/23/2026**	**1970**	**EVERSOURCE**			***ACH***
	9037 - JUNE INVOICE			6/26/2026	21.51	0.00	21.51
		01.4522.002.340 / SKI - ELECTRIC				21.51	
		5/28/26 - 6/17/26 SERVICE					
					Total Check #:	**3422**	**21.51**
3423	ACH	**7/23/2026**	**1990**	**EVERSOURCE**			***ACH***
	0085 - JUNE INVOICE			6/26/2026	44.48	0.00	44.48
		01.4312.003.340 / HWY - ELECTRIC				44.48	
		5/28/26 - 6/17/26 SERVICE					
					Total Check #:	**3423**	**44.48**
3424	ACH	**7/23/2026**	**2020**	**EVERSOURCE**			***ACH***
	0026 JUNE INVOICE			6/26/2026	78.50	0.00	78.50
		01.4312.003.340 / HWY - ELECTRIC				78.50	
		5/28/26 - 6/17/26 SERVICE					
					Total Check #:	**3424**	**78.50**
3425	ACH	**7/23/2026**	**2040**	**EVERSOURCE**			***ACH***
	5011 - JUNE INVOICE			6/26/2026	147.35	0.00	147.35
		01.4522.002.340 / SKI - ELECTRIC				147.35	
		5/28/26 - 6/17/26 SERVICE					
					Total Check #:	**3425**	**147.35**
3426	ACH	**7/23/2026**	**7270**	**EVERSOURCE**			***ACH***
	0092 - JUNE INVOICE			6/26/2026	769.79	0.00	769.79
		01.4522.002.340 / SKI - ELECTRIC				769.79	
		5/28/26 - 6/17/26 SERVICE					
					Total Check #:	**3426**	**769.79**
3427	ACH	**7/23/2026**	**7280**	**EVERSOURCE**			***ACH***

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Date: 7/23/2026 **Batch ID:** 441 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	0025 ACH - JUNE			6/26/2026	296.26	0.00	296.26
	02.4331.520.340 / WTR - ELECTRICITY 5/28/26 - 6/17/26 SERVICE						296.26
					Total Check #:	**3427**	**296.26**
3428	ACH	**7/23/2026**	**7300**	**EVERSOURCE**			***ACH***
	1029 - JUNE INVOICE			6/26/2026	29.32	0.00	29.32
	02.4331.520.340 / WTR - ELECTRICITY 5/28/26 - 6/17/26 SERVICE						29.32
					Total Check #:	**3428**	**29.32**
3429	ACH	**7/23/2026**	**7310**	**EVERSOURCE**			***ACH***
	1039 - JUNE INVOICE			6/26/2026	23.18	0.00	23.18
	01.4522.002.340 / SKI - ELECTRIC 5/28/26 - 6/17/26 SERVICE						23.18
					Total Check #:	**3429**	**23.18**
3430	ACH	**7/23/2026**	**7320**	**EVERSOURCE**			***ACH***
	6058 - JUNE INVOICE			6/26/2026	21.21	0.00	21.21
	02.4331.520.340 / WTR - ELECTRICITY 5/28/26 - 6/17/26 SERVICE						21.21
					Total Check #:	**3430**	**21.21**
3431	ACH	**7/23/2026**	**7330**	**EVERSOURCE**			***ACH***
	6092 - JUNE INVOICE			6/26/2026	23.16	0.00	23.16
	02.4331.520.340 / WTR - ELECTRICITY 5/28/26 - 6/17/26 SERVICE						23.16
					Total Check #:	**3431**	**23.16**
3432	ACH	**7/23/2026**	**9130**	**EVERSOURCE**			***ACH***
	4017 - JUNE INVOICE			6/26/2026	53.84	0.00	53.84
	02.4331.520.340 / WTR - ELECTRICITY 5/28/26 - 6/17/26 SERVICE						53.84

Check Manifest - by Payee

Date: 7/23/2026 **Batch ID:** 441 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #:	**3432**	**53.84**
3433	ACH	**7/23/2026**	**9140**	**EVERSOURCE**			***ACH***
	9021 - JUNE INVOICE			6/26/2026	3,037.20	0.00	3,037.20
	02.4331.520.340 / WTR - ELECTRICITY					3,037.20	
	5/28/26 - 6/17/26 SERVICE						
					Total Check #:	**3433**	**3,037.20**
3434	SYSTEM	**7/23/2026**	**9652**	**GRAFTON COUNTY REGISTRY OF DEEDS**			
	07172026 LIEN RELEASE			7/17/2026	17.00	0.00	17.00
	02.4331.520.320 / WTR - LICENSES AND FEES					17.00	
	RELEASE OF LIEN						
					Total Check #:	**3434**	**17.00**
3435	SYSTEM	**7/23/2026**	**2580**	**HARCROS CHEMICALS, INC.**			
	291026463			7/15/2026	2,127.03	0.00	2,127.03
	01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES					2,127.03	
	405 GALLONS SODIUM HYPOCHLORITE 12.5%						
					Total Check #:	**3435**	**2,127.03**
3436	SYSTEM	**7/23/2026**	**9594**	**JOHNSON CONTROLS SECURITY SOLUTIONS**			
	42594605			7/11/2026	3,965.79	0.00	3,965.79
	01.4299.001.812 / PSAFE - SECURITY ALARM MAINTENANCE					3,965.79	
	8/1/26 - 7/21/27 ANNUAL SERVICE CHARGE FOR 562 WINTERBROOK RD - ACCT# 01300 1069						
	42594606			7/11/2026	2,839.89	0.00	2,839.89
	01.4299.001.812 / PSAFE - SECURITY ALARM MAINTENANCE					2,839.89	
	8/1/26 - 7/31/2027 ANNUAL SERVICE CHARGEACCOUNT # 01300 106921924						
					Total Check #:	**3436**	**6,805.68**
3437	ACH	**7/23/2026**	**4110**	**NEW HAMPSHIRE DISTRIBUTORS, INC.**			***ACH***
	549370			7/15/2026	184.00	0.00	184.00
	03.3409.001.007 / COG - BEER					184.00	
	BEER PURCHASE						

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Date: 7/23/2026 **Batch ID:** 441 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
					Total Check #:	**3437**	**184.00**
3438	SYSTEM	**7/23/2026**	**9270**	**NH ELECTRIC CO-OP**			
	07142026			7/14/2026	2,728.02	0.00	2,728.02
		02.4331.520.340 / WTR - ELECTRICITY				2,728.02	
		6/9/26 - 7/10/2026 SERVICE					
					Total Check #:	**3438**	**2,728.02**
3439	SYSTEM	**7/23/2026**	**5590**	**SMITTY'S DIESEL REPAIR**			
	1810			7/17/2026	149.66	0.00	149.66
		01.4312.002.826 / HWY - VEHICLE MAINTENANCE				149.66	
		LABOR: LEAK TEST AND CHARGE A/C SYSTEM					
					Total Check #:	**3439**	**149.66**
3440	ACH	**7/23/2026**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			***ACH***
	498345031			7/08/2026	2,966.86	0.00	2,966.86
		03.3409.001.006 / COG - LIQUOR				589.41	
		LIQUOR					
		03.4523.002.611 / LNG - KITCHEN SUPPLIES				263.04	
		KITCHEN SUPPLIES					
		03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES				34.99	
		NON-ALCOHOLIC BEVERAGES					
		03.3409.001.002 / COG - FOOD				2,079.42	
		FOOD PURCHASE					
	498352514			7/15/2026	2,436.71	0.00	2,436.71
		03.4523.002.610 / LNG - BAR SUPPLIES				48.80	
		BAR SUPPLIES					
		03.4523.002.611 / LNG - KITCHEN SUPPLIES				77.15	
		KITCHEN SUPPLIES					
		03.3409.001.006 / COG - LIQUOR				878.99	
		BAR SUPPLIES, KITCHEN SUPPLIES, LIQUOR AND FOOD					
		03.3409.001.002 / COG - FOOD				1,431.77	
		BAR SUPPLIES, KITCHEN SUPPLIES, LIQUOR AND FOOD					
					Total Check #:	**3440**	**5,403.57**
3441	SYSTEM	**7/23/2026**	**9690**	**TREASURER STATE OF NH**			

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Date: 7/23/2026 **Batch ID:** 441 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	215164			7/08/2026	30.00	0.00	30.00
	02.4331.520.860 / WTR - WATER TESTING						30.00
	SAMPLES FOR DW BACTERIA, P/A, CHR, AQUEOUS						
	215165			7/08/2026	15.00	0.00	15.00
	02.4331.520.860 / WTR - WATER TESTING						15.00
	SAMPLES FOR DW BACTERIA, P/A, CHR, AQUEOUS						
					Total Check #:	**3441**	**45.00**
3442	SYSTEM	**7/23/2026**	**6180**	**UNIFIRST CORPORATION**			
	1070526399			7/09/2026	200.86	0.00	200.86
	01.4521.003.610 / FD - SUPPLIES						46.50
	APRONS, MAT, WET MOP, MULTI-PURPOSE TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG						
	01.4314.003.614 / B&G - CLEANING SUPPLIES						35.92
	APRONS, MAT, WET MOP, MULTI-PURPOSE TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG						
	03.4523.002.611 / LNG - KITCHEN SUPPLIES						72.24
	APRONS, MAT, WET MOP, MULTI-PURPOSE TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG						
	01.4312.002.610 / HWY - SHOP SUPPLIES						35.92
	APRONS, MAT, WET MOP, MULTI-PURPOSE TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG						
	03.4522.003.610 / SKI - CLEANING SUPPLIES						0.30
	APRONS, MAT, WET MOP, MULTI-PURPOSE TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG						
	01.4314.003.614 / B&G - CLEANING SUPPLIES						9.98
	APRONS, MAT, WET MOP, MULTI-PURPOSE TOWELS, TERRY CLOTHS, BEACH TOWEL AND FD RUG						
					Total Check #:	**3442**	**200.86**
3443	SYSTEM	**7/23/2026**	**6530**	**WEVD WATER DEPARTMENT**			
	24 PARKER RD - # 493			7/01/2026	219.43	0.00	219.43
	01.4314.003.346 / B&G - WATER						219.43
	WATER CHARGE DPW YARD/SHOP						
	562 WINTERBROOK # 391			7/01/2026	682.31	0.00	682.31
	01.4314.003.346 / B&G - WATER						682.31
	WATER CHARGE DPW YARD/SHOP						
	8 SNOW TRAIL # 389			7/01/2026	219.43	0.00	219.43
	01.4314.003.346 / B&G - WATER						219.43
	WATER CHARGE DPW YARD/SHOP						
	BELL VALLEY RD - # 710			7/01/2026	65.14	0.00	65.14
	01.4314.003.346 / B&G - WATER						65.14

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Date: 7/23/2026 **Batch ID:** 441 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		WATER - AVAILABILITY						
	BELL VALLEY RD # 712				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER - AVAILABILITY						
	BELL VALLEY ROAD # 711				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER - AVAILABILITY						
	DOE RUN # 707				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER - AVAILABILITY						
	HOLLAND TRAIL # 810				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER - AVAILABILITY						
	LIBERTY LANE # 792				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER - AVAILABILITY						
	MARDEN DRIVE # 641				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER AVAILABILITY						
	MARDEN DRIVE # 643				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER AVAILABILITY						
	MCLAREN DRIVE #664				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER - AVAILABILITY						
	OFF BRAMBLEBERRY # 550				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER CHARGE DPW YARD/SHOP						
	PARKER ROAD # 786				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER - AVAILABILITY						
	RESERVOIR ROAD # 685				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		WATER - AVAILABILITY						
	SUMMIT DRIVE # 728				7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14

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Date: 7/23/2026 **Batch ID:** 441 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
	Invoice #		PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		WATER - AVAILABILITY					
	TIMBER TRAIL # 763			7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER					65.14
		WATER - AVAILABILITY					
					Total Check #:	**3443**	**2,033.13**
3444	SYSTEM	**7/23/2026**	**6680**	**XEROX FINANCIAL SERVICES**			
	42332106			7/10/2026	457.29	0.00	457.29
		01.4130.002.618 / EXEC - COPIER LEASE					152.43
		6/30/26 - 7/29/26 CONTRACT PAYMENT					
		01.4520.002.618 / REC - COPIER LEASE					152.43
		6/30/26 - 7/29/26 CONTRACT PAYMENT					
		02.4331.520.618 / WTR - COPIER LEASE					152.43
		6/30/26 - 7/29/26 CONTRACT PAYMENT					
					Total Check #:	**3444**	**457.29**

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Payment #	Type	Check Date	Vendor ID	Payee	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
7/23/2026	**Check Manifest**		**Batch:**	**441**	**Chk Count:**	**38**	**Total Amnt:**			**34,944.28**

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	22,019.58
02	WATER FUND	6,964.63
03	RECREATION FUND	5,960.07

--- Signatures ---

Helen Chatel, General Manager

Maureen Patti, Commissioner-Chair

Mark Canfield, Commissioner

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Date: 7/30/2026 **Batch ID:** 442 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
Invoice #			PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
3445	SYSTEM	**7/30/2026**	**80**	**AFLAC**			
712994				7/28/2026	616.05	0.00	616.05
01.2020.000.008 / AFLAC PAYABLE						616.05	
Aflac							
					Total Check #:	**3445**	**616.05**
3446	SYSTEM	**7/30/2026**	**150**	**ALVINA SNEGACH**			
07212026				7/21/2026	150.00	0.00	150.00
01.4130.002.320 / EXEC - LICENSES & FEES						150.00	
meeting minutes 07/21/26							
					Total Check #:	**3446**	**150.00**
3447	SYSTEM	**7/30/2026**	**210**	**AMERIGAS**			
3191949056				7/15/2026	127.22	0.00	127.22
01.4524.003.618 / POOL - POOL CHEMICALS & SUPPLIES						127.22	
propane 61.5 gal							
					Total Check #:	**3447**	**127.22**
3448	ACH	**7/30/2026**	**280**	**AMOSKEAG BEVERAGES, INC.**			***ACH***
38601832				7/16/2026	131.15	0.00	131.15
03.3409.001.007 / COG - BEER						131.15	
beer							
					Total Check #:	**3448**	**131.15**
3449	SYSTEM	**7/30/2026**	**9802**	**ANDERSON EQUIPMENT COMPANY**			
61260262220				7/21/2026	692.40	0.00	692.40
01.4312.002.821 / HWY - EQUIPMENT REPAIR						692.40	
teeth for mulching head							
61260262620				7/21/2026	45.10	0.00	45.10
01.4312.002.824 / HWY - EQUIPMENT MAINTENANCE						45.10	
coolant							
					Total Check #:	**3449**	**737.50**

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Date: 7/30/2026 **Batch ID:** 442 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
3450	ACH	**7/30/2026**	**9693**	**CITIZENS BANK**				***ACH***
	ADOBE 06282026				6/28/2026	19.99	0.00	19.99
		01.4130.002.320 / EXEC - LICENSES & FEES					19.99	
		adobe pro						
	AMAZON 06172026				6/17/2026	10.99	0.00	10.99
		03.4523.003.612 / LNG - EVENT EXPENSES					10.99	
		event - July 4th						
	AMAZON 114173657435450:				6/28/2026	71.58	0.00	71.58
		03.4523.002.611 / LNG - KITCHEN SUPPLIES					71.58	
		July 4th kitchen supplies						
	AMAZON 114996945902946				6/26/2026	47.99	0.00	47.99
		03.4523.003.612 / LNG - EVENT EXPENSES					47.99	
		slip & slide - children's day						
	CLOUD COVER 06172026				6/17/2026	18.95	0.00	18.95
		01.4130.002.320 / EXEC - LICENSES & FEES					18.95	
		cloud cover						
	CONSOL 1840 052426				5/24/2026	200.00	0.00	200.00
		01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES					200.00	
		service 04/24/26 - 05/23/26						
	CONSOL 2057 052426				5/24/2026	7.20	0.00	7.20
		01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES					7.20	
		service 04/24/26 - 05/23/26 + 05/24/26 - 06/23/26						
	DOLLAR GENERAL 06-27-26				6/27/2026	10.00	0.00	10.00
		03.3409.001.610 / COG - BAR SUPPLIES					10.00	
		crayons						
	DOLLAR GENERAL 06-29-26				6/29/2026	4.70	0.00	4.70
		03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES					4.70	
		milk						
	DOLLAR GENERAL 07-04-20				7/07/2026	10.00	0.00	10.00
		03.3409.001.002 / COG - FOOD					10.00	
		chocolate syrup						
	DOLLAR TREE 06052026				6/05/2026	7.00	0.00	7.00
		03.3409.001.610 / COG - BAR SUPPLIES					7.00	
		bar supplies - crayons						
	DOLLAR TREE 06062026				6/06/2026	8.75	0.00	8.75

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Date: 7/30/2026 **Batch ID:** 442 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
Invoice #			PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
	03.3409.001.610 / COG - BAR SUPPLIES						8.75	
	bar supplies - whipped cream							
EBAY 221481200405					6/29/2026	68.00	0.00	68.00
	01.4520.003.661 / REC - KITCHEN EQUIPMENT REPAIRS						68.00	
	washing machine door glass							
EVERSOURCE 1074 050126					5/01/2026	84.61	0.00	84.61
	01.4314.003.340 / B&G - ELECTRIC						81.62	
	electric							
	01.4314.003.340 / B&G - ELECTRIC						2.99	
	electric - cc processing fee							
GOOGLE 5615562844					6/30/2026	1,113.60	0.00	1,113.60
	01.4130.002.320 / EXEC - LICENSES & FEES						1,113.60	
	google workspace @waterville-estates.com							
GOOGLE 561651973					6/30/2026	134.40	0.00	134.40
	01.4130.002.320 / EXEC - LICENSES & FEES						134.40	
	google workspace @watervilleestates.org							
HANNAFORD 06-20-2026					6/20/2026	40.66	0.00	40.66
	03.4523.003.612 / LNG - EVENT EXPENSES						19.55	
	Food & supplies - event							
	03.3409.001.002 / COG - FOOD						21.11	
	Food - produce							
HERSHEY 0023261400					6/25/2026	769.60	0.00	769.60
	03.3409.000.009 / COG - PACKAGED FOOD						769.60	
	ice cream							
HOME DEPOT WK29400223					6/19/2026	249.87	0.00	249.87
	01.4314.003.630 / B&G - BUILDING REPAIRS						249.87	
	decking							
MARKET BASKET 06-05-202					6/05/2026	44.25	0.00	44.25
	03.3409.001.002 / COG - FOOD						44.25	
	food							
MARKET BASKET 06-12-202					6/12/2026	43.13	0.00	43.13
	03.3409.001.002 / COG - FOOD						43.13	
	food							
MARKET BASKET 06-27-26					6/27/2026	111.18	0.00	111.18
	03.3409.001.002 / COG - FOOD						111.18	
	food							

Check Manifest - by Payee

Date: 7/30/2026 **Batch ID:** 442 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee	Invoice #	PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				MARKET BASKET 06-28-26			6/28/2026	56.56	0.00	56.56
				03.3409.001.002 / COG - FOOD food					56.56	
				MARKET BASKET 07-02-202			7/02/2026	74.31	0.00	74.31
				03.3409.001.002 / COG - FOOD food					74.31	
				MARKET BASKET 07032026			7/03/2026	73.49	0.00	73.49
				03.3409.001.002 / COG - FOOD food					34.34	
				03.3409.001.005 / COG - NON-ALCOHOLIC BEVERAGES food - juice					39.15	
				MARKET BASKET 07-04-202			7/04/2026	63.47	0.00	63.47
				03.3409.001.002 / COG - FOOD food					63.47	
				MARSHALLS 06-20-2026			6/20/2026	7.99	0.00	7.99
				03.4523.003.612 / LNG - EVENT EXPENSES Event- shrek					7.99	
				NE RECORD 0370479			6/23/2026	45.00	0.00	45.00
				01.4130.002.610 / EXEC - OFFICE SUPPLIES shredding					45.00	
				NH LIQUOR 06-12-2026			6/12/2026	462.30	0.00	462.30
				03.3409.001.006 / COG - LIQUOR Liquor					398.40	
				03.3409.001.008 / COG - WINE Wine					63.90	
				NH LIQUOR 06-18-2026			6/18/2026	11.90	0.00	11.90
				03.3409.001.006 / COG - LIQUOR Liquor					11.90	
				NH LIQUOR 06-19-2026			6/19/2026	375.70	0.00	375.70
				03.3409.001.006 / COG - LIQUOR Liquor					263.35	
				03.3409.001.008 / COG - WINE Wine					112.35	
				NH LIQUOR 06-25-2026			6/25/2026	1,790.89	0.00	1,790.89
				03.3409.001.008 / COG - WINE wine					235.34	
				03.3409.001.006 / COG - LIQUOR					1,555.55	

Payment #	Type	Check Date	Vendor ID	Payee				
Invoice #			PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
				liquor				
NH LIQUOR 06-29-26					6/29/2026	361.20	0.00	361.20
				03.3409.001.006 / COG - LIQUOR			135.00	
				liquor				
				03.3409.001.008 / COG - WINE			226.20	
				wine				
NH LIQUOR 07-03-2026					7/03/2026	929.24	0.00	929.24
				03.3409.001.008 / COG - WINE			239.64	
				wine				
				03.3409.001.006 / COG - LIQUOR			689.60	
				liquor				
PENGUIN GASS 28350					6/18/2026	25.50	0.00	25.50
				01.4314.003.826 / B&G - VEHICLE MAINTENANCE			25.50	
				tire repair				
SPECTRUM 0035967061426					6/14/2026	579.01	0.00	579.01
				01.4522.002.350 / SKI - CABLE, INTERNET & PHONE			579.01	
				service 06-14-26 - 07-13-26				
SPECTRUM 0046907061226					6/12/2026	250.63	0.00	250.63
				01.4312.002.350 / HWY - TELEPHONE & INTERNET			250.63	
				service 06-12-26 - 07-11-26				
SQUARE 07022026					7/02/2026	194.50	0.00	194.50
				01.4130.002.320 / EXEC - LICENSES & FEES			194.50	
				service 07/01/26 - 08/01/26				
UNITED 6169272					6/24/2026	446.96	0.00	446.96
				03.4520.000.690 / REC - MISC. EXPENSES			446.96	
				porta-potties				
USPS 06122026					6/12/2026	115.28	0.00	115.28
				02.4331.520.625 / WTR - POSTAGE			115.28	
				postage - intent to lien				
USPS 06232026					6/23/2026	530.00	0.00	530.00
				02.4331.520.625 / WTR - POSTAGE			530.00	
				postage				
USPS 07062026					7/06/2026	156.00	0.00	156.00
				01.4130.002.625 / EXEC - POSTAGE			156.00	
				stamps				
VERIZON 6145586142					6/30/2026	156.93	0.00	156.93

Payment #	Type	Check Date	Vendor ID	Payee				
Invoice #			PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
			02.4331.520.351 / WTR - CELL PHONE service 05/09/26 - 06/08/26				41.44	
			01.4130.002.351 / EXEC - CELL PHONES service 05/09/26 - 06/08/26				115.49	
WALMART 06-14-2026					6/14/2026	44.87	0.00	44.87
			03.4523.003.612 / LNG - EVENT EXPENSES Shrek event shirts				44.87	
WALMART 06172026					6/17/2026	1.00	0.00	1.00
			03.4523.003.612 / LNG - EVENT EXPENSES walmart - shrek				1.00	
WALMART 06-17-2026					6/17/2026	58.08	0.00	58.08
			03.4523.003.612 / LNG - EVENT EXPENSES shrek event items				58.08	
WALMART 07-02-2026					7/02/2026	22.74	0.00	22.74
			03.4523.002.611 / LNG - KITCHEN SUPPLIES kitchen shoes - kristen				22.74	
WEBSTAURANT 06-28-26					6/28/2026	316.61	0.00	316.61
			03.3409.001.610 / COG - BAR SUPPLIES glasses				288.62	
			03.4523.002.611 / LNG - KITCHEN SUPPLIES labels				27.99	
WEVD 06-08-2026					6/08/2026	17.36	0.00	17.36
			01.4130.002.620 / EXEC - MISCELLANEOUS EXPENSE drinks for water & roads town hall				17.36	
						Total Check #:	**3450**	**10,243.97**
3451	SYSTEM	**7/30/2026**	**1270**	**CONSOLIDATED COMMUNICATION**				
06182026					6/18/2026	321.00	0.00	321.00
			01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES service 06/18/26 - 07/17/26				321.00	
						Total Check #:	**3451**	**321.00**
3452	SYSTEM	**7/30/2026**	**1290**	**CONSOLIDATED COMMUNICATIONS**				
06242026					6/24/2026	300.00	0.00	300.00
			01.4299.001.813 / PSAFE - ALARM - FIRE TELEPHONE LINES service 05/24/26 - 06/23/26				300.00	

Check Manifest - by Payee

Date: 7/30/2026 **Batch ID:** 442 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
						Total Check #:	**3452**	**300.00**
3453	SYSTEM	**7/30/2026**	**1330**	**CONSOLIDATED COMMUNICATIONS**				
	07212026				7/21/2026	305.56	0.00	305.56
		02.4331.520.350 / WTR - TELEPHONE					305.56	
		service 06/21/26 - 07/20/26						
						Total Check #:	**3453**	**305.56**
3454	SYSTEM	**7/30/2026**	**1360**	**CONSOLIDATED COMMUNICATIONS**				
	07182026				7/18/2026	431.76	0.00	431.76
		02.4331.520.350 / WTR - TELEPHONE					431.76	
		service 06/18/26 - 07/17/26						
						Total Check #:	**3454**	**431.76**
3455	SYSTEM	**7/30/2026**	**9742**	**HORIZONS ENGINEERING, INC.**				
	40267				7/20/2026	5,684.75	0.00	5,684.75
		01.4312.002.815 / HWY - ROAD IMPROVEMENT PLAN					5,684.75	
		road plan						
						Total Check #:	**3455**	**5,684.75**
3456	SYSTEM	**7/30/2026**	**3170**	**JP PEST SERVICES**				
	4454869				7/16/2026	255.00	0.00	255.00
		01.4520.003.619 / REC - PEST CONTROL					255.00	
		commercial protection plan						
	4454870				7/16/2026	166.00	0.00	166.00
		01.4520.003.619 / REC - PEST CONTROL					166.00	
		commercial protection program						
						Total Check #:	**3456**	**421.00**
3457	SYSTEM	**7/30/2026**	**9719**	**L.E. Johnston Construction Inc.**				
	2026166				7/27/2026	585.00	0.00	585.00
		01.4312.002.613 / HWY - ROAD MATERIALS					585.00	
		18 yds 3"-6" erosion stone						

Check Manifest - by Payee

Date: 7/30/2026 **Batch ID:** 442 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
	Invoice #		PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
						Total Check #:	**3457**	**585.00**
3458	ACH	**7/30/2026**	**4110**	**NEW HAMPSHIRE DISTRIBUTORS, INC.**				***ACH***
	545582				7/08/2026	33.00	0.00	33.00
		03.3409.001.007 / COG - BEER athletic					33.00	
						Total Check #:	**3458**	**33.00**
3459	SYSTEM	**7/30/2026**	**9755**	**NHGFOA**				
	07272026				7/27/2026	60.00	0.00	60.00
		01.4130.002.320 / EXEC - LICENSES & FEES membership renewal					60.00	
						Total Check #:	**3459**	**60.00**
3460	SYSTEM	**7/30/2026**	**4540**	**O'REILLY AUTO PARTS**				
	4989-432766				7/23/2026	178.25	0.00	178.25
		02.4331.520.826 / WTR - VEHICLE MAINTENANCE parts & wiper blades					178.25	
						Total Check #:	**3460**	**178.25**
3461	SYSTEM	**7/30/2026**	**5700**	**STAPLES BUSINESS ADVANTAGE**				
	6069638605				7/28/2026	25.29	0.00	25.29
		01.4130.002.610 / EXEC - OFFICE SUPPLIES labels					25.29	
	6069638606				7/28/2026	612.17	0.00	612.17
		01.4521.003.610 / FD - SUPPLIES FD ink - office supplies					223.80	
		01.4130.002.610 / EXEC - OFFICE SUPPLIES office supplies					388.37	
	6069638607				7/25/2026	454.55	0.00	454.55
		01.4130.002.610 / EXEC - OFFICE SUPPLIES office supplies					454.55	
						Total Check #:	**3461**	**1,092.01**

Check Manifest - by Payee

Date: 7/30/2026 **Batch ID:** 442 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee			
Invoice #			PO #	Invoice Date	Invoice Amount	Discount Taken	Amount Paid
3462	ACH	**7/30/2026**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			***ACH***
19852073P				7/10/2026	-136.78	0.00	-136.78
03.3409.001.002 / COG - FOOD over ordered, returned						-136.78	
					Total Check #:	**3462**	**-136.78**
3463	ACH	**7/30/2026**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			***ACH***
498353024				7/16/2026	-46.54	0.00	-46.54
03.3409.001.002 / COG - FOOD damaged						-46.54	
					Total Check #:	**3463**	**-46.54**
3464	ACH	**7/30/2026**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			***ACH***
498355140				7/17/2026	22.95	0.00	22.95
03.4523.002.611 / LNG - KITCHEN SUPPLIES sanitizer						22.95	
					Total Check #:	**3464**	**22.95**
3465	ACH	**7/30/2026**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			***ACH***
498358482				7/21/2026	-111.45	0.00	-111.45
03.3409.001.006 / COG - LIQUOR damaged						-111.45	
					Total Check #:	**3465**	**-111.45**
3466	ACH	**7/30/2026**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			***ACH***
498360646				7/22/2026	1,403.51	0.00	1,403.51
03.4523.002.611 / LNG - KITCHEN SUPPLIES supplies						78.53	
03.3409.001.002 / COG - FOOD food						1,324.98	
					Total Check #:	**3466**	**1,403.51**
3467	ACH	**7/30/2026**	**9694**	**SYSCO NORTHERN NEW ENGLAND INC**			***ACH***

Check Manifest - by Payee

Date: 7/30/2026 **Batch ID:** 442 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
Invoice #			PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
498362379					7/24/2026	-52.95	0.00	-52.95
03.3409.001.002 / COG - FOOD								-52.95
food not delivered								
						Total Check #:	**3467**	**-52.95**
3468	SYSTEM	**7/30/2026**	**8690**	**THE WHEELERSVT PRODUCTIONS**				
3057D5DB-0082-AC63					7/21/2026	400.00	0.00	400.00
03.4523.003.611 / LNG - ENTERTAINMENT								400.00
The Gully Boys								
						Total Check #:	**3468**	**400.00**
3469	SYSTEM	**7/30/2026**	**6180**	**UNIFIRST CORPORATION**				
1070528157					7/16/2026	176.73	0.00	176.73
01.4521.003.610 / FD - SUPPLIES								45.65
monthly services								
01.4314.003.614 / B&G - CLEANING SUPPLIES								30.69
monthly services								
03.4523.002.611 / LNG - KITCHEN SUPPLIES								46.65
monthly services								
01.4312.002.610 / HWY - SHOP SUPPLIES								43.46
monthly services								
03.4522.003.610 / SKI - CLEANING SUPPLIES								0.30
monthly services								
01.4314.003.614 / B&G - CLEANING SUPPLIES								9.98
monthly services								
1070530069					7/23/2026	200.86	0.00	200.86
01.4521.003.610 / FD - SUPPLIES								46.51
monthly services								
01.4314.003.614 / B&G - CLEANING SUPPLIES								26.46
monthly services								
03.4523.002.611 / LNG - KITCHEN SUPPLIES								81.70
monthly services								
01.4312.002.610 / HWY - SHOP SUPPLIES								35.91
monthly services								
03.4522.003.610 / SKI - CLEANING SUPPLIES								0.30
monthly services								
01.4314.003.614 / B&G - CLEANING SUPPLIES								9.98

Check Manifest - by Payee

Date: 7/30/2026 **Batch ID:** 442 **BANK OF NH - DISTRICT**

Payment #	Type	Check Date	Vendor ID	Payee				
Invoice #			PO #		Invoice Date	Invoice Amount	Discount Taken	Amount Paid
		monthly services						
						Total Check #:	**3469**	**377.59**
3470	SYSTEM	**7/30/2026**	**6280**	**VERIZON WIRELESS**				
6148089515					7/08/2026	156.95	0.00	156.95
		02.4331.520.351 / WTR - CELL PHONE						58.47
		monhtly service 06/09/26 - 07/08/26						
		01.4130.002.351 / EXEC - CELL PHONES						98.48
		monhtly service 06/09/26 - 07/08/26						
						Total Check #:	**3470**	**156.95**
3471	SYSTEM	**7/30/2026**	**6530**	**WEVD WATER DEPARTMENT**				
07012026 577					7/01/2026	65.14	0.00	65.14
		01.4314.003.346 / B&G - WATER						65.14
		water 07/01/26 - 12/31/26						
						Total Check #:	**3471**	**65.14**

Check Manifest - by Payee

Date: 7/30/2026 **Batch ID:** 442 **BANK OF NH - DISTRICT**

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

7/30/2026 Check Manifest Batch: 442 Chk Count: 27 Total Amnt: 23,496.64

--- Subtotals by Fund ---

Fund	Description	Amount
01	VILLAGE DISTRICT FUND	13,786.90
02	WATER FUND	1,660.76
03	RECREATION FUND	8,048.98

--- Signatures ---

_____
Helen Chatel, General Manager

_____
Maureen Patti, Commissioner-Chair

_____
Mark Canfield, Commissioner

Job Posting: Campton Mountain Manager

Seasonal Position — August 15, 2026 to March 15, 2027
Part-Time: 25 hours per week (with expanded hours during vacation weeks)
Pay Rate: $30/hour

Waterville Estates Village District is seeking a motivated, experienced, and highly organized **Campton Mountain Manager** for the 2026–2027 ski season. This seasonal leadership role oversees winter operations at Campton Mountain, including staffing, safety coordination, and ensuring an exceptional experience for residents and guests.

Key Responsibilities

- **Ski Patrol Staffing:** Secure certified Ski Patrol personnel **no later than October 31,**
- **Lift Operations Staffing:** Recruit and schedule ski lift personnel **by October 31**.
- **Seasonal Operations Management:** Oversee all mountain operations during scheduled hours, including coordination with lodge staff, snowmaking, safety protocols, and guest services.
- **Vacation Week Oversight:** Manage extended operational hours during Christmas Vacation Week and Massachusetts February Vacation Week.
- **Staff Supervision:** Lead, train, and support seasonal staff to ensure safe, efficient, and friendly operations.
- **Community Engagement:** Maintain positive communication with residents, guests, and District leadership.

Required Qualifications

- Must be able to ski confidently in varying conditions
- Current **CPR and First Aid certification**
- Strong communication and leadership skills
- Ability to work nights, weekends, holidays, and extended hours during vacation weeks

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Preferred Experience

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- Prior experience in ski area operations, mountain management, or outdoor recreation leadership
- Experience supervising staff or coordinating volunteer teams
- Familiarity with small-mountain or community-based ski operations

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Waterville Estates
Recreation Business Manager

The Recreation Business Manager plans, directs, and oversees the operations, financial performance, and programming of fitness, leisure, and outdoor facilities. They manage departmental budgets, supervise staff, and coordinate vendor contracts to ensure both visitor satisfaction and profitability. They ensure facility safety, organize community events to maximize participation and revenue, and ensure high guest satisfaction across amenities like pools, fitness centers, and outdoor recreation. Reports to the General Manager. 30 to 34 hours a week.

Core Responsibilities

- **Business & Financial Operations:** Develop and manage departmental budgets, track sales performance, control operating costs, build pricing strategies, maximize profitability for amenities (ie: food & beverage operations, ski operations, facility rentals) and control resource allocations to ensure fiscal health.
- **Staff Management:** Recruit, train, schedule, and evaluate full-time, seasonal, and volunteer staff.
- **Operations & Facilities:** Monitor cleanliness and maintenance of recreational spaces and equipment. Ensure all recreational facilities (pools, beaches, courts, equipment) meet safety standards, routine maintenance is completed, and daily operations run smoothly. Will work with the Mountain Manager to ascertain that operations are in order.
- **Program & Event Development:** Design and schedule engaging recreational activities for guests of all ages, from fitness classes and kids' camps to outdoor adventures, to include community tournaments (corn-hole), games (trivia), event parties (Kentucky Derby), sports (ski race), music (live bands), and holiday events (trunk or treat) for various age groups.
- **Community Engagement:** Promote activities through media outreach and coordinate with staff, vendors and outside organizations. Model exceptional customer service, handle guest feedback or concerns, and tailor recreation offerings to maximize guest

Qualifications & Skills

- **Education**: A bachelor's degree in Recreation Management, Business Administration, Sports Administration, Business or a related field is preferred.
- **Core Skills:** Exceptional leadership, interpersonal communication, multitasking, and budgeting abilities.
- **Experience**: Candidates should possess previous personnel or operational management experience with 1 to 5 years of experience in recreation, health club operations, or hospitality management and programming experience.

Work Environment

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- **Setting and Schedule**: A mix of an administrative office setting and hands-on presence at the community's various recreational venues, including community center, outdoor recreation areas and Campton Mountain Ski Area. The role requires flexible scheduling, including evenings, weekends, and holidays to oversee events and facility operations as peak amenity usage times correspond to weekends or when guests are on vacation. Candidate may need to work extra hours during peak season and may be on call in case of emergencies.

Compensation

- **Salary:** TBD
- **Benefits include**:
  - Health and Dental Plan
  - Retirement Plan
  - Paid Personal Time Off & Holidays
  - Recreation Facility Family Passes
  - Uniforms
  - Paid Training
  - Employee Meal Program

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Maureen Patti Motions for August 5, 2026

1. **Agenda Item # 5 A, Adoption of minutes –**
   Proposed Amendments to draft minutes of July 21, 2026:

    1. Page 1, line 9 – Bobbi Ketcham, Ada Alfonso
    2. Page 3, line 100 – insert at start of line “in 2024”
    3. Page 3, line 99 – substitute “had” for ‘has’
    4. Page 3, line 108 – insert after ‘method’ the words “in 2024”
    5. Page 3, line 122 – insert “be” after ‘will’ AND insert after ‘schedule the’ the words “completion of”
    6. Page 5, line 183 – insert “Baert” after ‘Steve’
    7. Page 5, line 215 – insert at the end of the sentence the following: “to the Commissioners regarding Warrant Articles for Annual Meetings.”
    8. Page 6, lines 230 & 231 – delete
    9. Page 6, lines 233 through 235 – after ‘table of contents’ insert “needs to be updated to eliminate sections which are not part of the text.” AND modify remainder of sentence to read: “For example, on Page 2, there is an entry for "on-call, call-ins, and after-hours calls," but no such section appears in the body of the document.” AND delete the remaining sentence.
    10. Page 6, line 251 – delete ‘that’ AND insert “containing indecent images which”
    11. Page 6, line 252 – insert at end of the sentence “(where the recordings were streamed and available for review at a later time).”
    12. Page 7, line 283 – insert at beginning of the sentence “Waterville Estates Association (WEA)” AND substitute “adopted” for ‘proposed’ AND delete ‘proposed District’
    13. Page 7, line 284 – modify sentence beginning with ‘The policy…’ to read “Their policy was reviewed by Management and a proposed District policy was developed and included in the handout.”