Water and Roads Committee Agenda – August 21, 2026 9:15 am – 10:15 am

1. Call to Order
2. Presentation of Roads Plan Horizon Engineering (Verdantis)
3. Updates
    a. Staff
        i. Helen
        ii. Steve
    b. Pegwood Tank
    c. Public Feedback on Metering
4. Approval of Minutes
    a. July 10, 2026
5. Adjourn

L. E. Johnston Construction
54 Turkey Jim Rd
Campton, NH 03223
603.726.7011 office
603.726.4891 fax

August 17, 2026

Waterville Estates Village
Winterbrook Road
Campton, NH 03223

RE: Waterline replacement

Dear Steve

The price for the work was generated by an onsite meeting with you. It is to replace the existing water service to the reaction center. The work goes as follows.

- Excavate existing waterline from curb stop to just outside building
- Supply and install a new 200psi plastic waterline
- Supply all necessary fitting to make connection at building and curb stop
- Backfill over waterline with screened sand
- Loam seed and mulch hay disturb area
- Pave driveway crossing

Price: $13,500.00

Note: The removal and installation of fence will be done by others

Any questions please feel free to call. If awarded the job a contract will be drawn up at that time. Thank you for considering L.E. Johnston Construction.

Thank you,

Doug Johnston, Vice President
L. E. Johnston Construction
Doug.lejohnstonconstrcution@gmail.com

The State of New Hampshire
Department of Environmental Services
Robert R. Scott, Commissioner

August 19, 2026

Helen Chatel
Waterville Estates Village District
562 Winterbrook Road
Campton, NH 03223
Via email: gm@waterville-estates.com

Subject: Drinking Water State Revolving Loan Fund (DWSRF) Pre-Application
FY 2026 Project Priority List
Waterville Estates Village District; PWS# 0341030

Dear Helen Chatel,

The purpose of this letter is to inform you that the FY 2026 DWSRF Project Priority Lists have been finalized and that $5,390,000 in financial assistance is available for the following project.

Project Description	Funding Source	Available Funding Amount
Storage Tank and New Source Investigation	**DWSRF Loan**	$5,390,000
	Estimated Principal Forgiveness[1]	0% Forgiveness

If you plan to move ahead with your project, the next step is to obtain the authority to borrow the funds and **submit a final application on or before May 3, 2027**. The required documents are listed on the Final Application Checklist. Once the final application has been submitted, the funding agreement must be approved by the Governor and Executive Council.

We ask that you keep NHDES informed of progress made toward seeking the authority to borrow. We recommend that any resolution, warrant article, or community vote authorizes borrowing the full project amount. **Please submit a copy of the draft resolution, warrant or meeting minutes to NHDES for review prior to finalizing for the vote of authorization.** NHDES will also be in touch to schedule a meeting to review the DWSRF process and project scope.

Should your project not move forward, please contact us as soon as possible. If you have any questions, please contact me at (603) 271-4170 or by email at Melissa.E.Lang@des.nh.gov.

Sincerely,

Melissa Lang

Melissa Lang
DWSRF Funding Manager
Drinking Water and Groundwater Bureau

[1] *Principal forgiveness amounts for DWSRF loan funds will be confirmed after the final application is submitted.*

Water & Roads Committee

July 10, 2026 – 9:15 am

562 Winterbrook Rd., Campton, NH 03223

Members in Attendance: Bob Haskins, David Rose (alt.), Stan Bujalski, Anthony Patti, Maureen Patti, Scott Monroe, Archie Jackson

Other Attendees: Scott Sallaway, Water Department Administrator Allison Smith, Water & Roads Manager Steve Baert, General Manager Helen Chatel

Call to Order: Mr. Jackson called the meeting to order at 9:15 am

Approval of Prior Minutes: *Mr. Jackson motioned to approved the minutes of June 19, 2026 as written. Ms. Patti seconded. Motion carried by 6:0 roll call: aye – Bujalski, Jackson, M. Patti, A. Patti, Haskins, Monroe.*

Review & Comment on Resident Questions from Town Hall: Committee members discussed feedback on Mr. Jackson's drafted replies to Howard Gordon and Ben Redden. *Mr. Jackson motioned to approve the drafted answers. Ms. Patti seconded. Motion carried by 6:0 roll call: aye – Bujalski, Jackson, M. Patti, A. Patti, Haskins, Monroe.* Committee asked Ms. Smith to reply to the residents.

Water Meter Discussion – Mains & Residential: Mr. Baert discussed estimated he would need $30,000 to finish metering transmission mains. Mr. Jackson stated that is likely able to be done through the operating budget not separately. The committee discussed how they could further spread information on residential meters to community members. *Ms. Patti motioned that Mr. Jackson draft a notice to the community regarding what the committee has learned since the town hall and that transmission main metering can be done through the operating budget. Mr. Bujalski seconded the motion. Motion carried by 6:0 roll call: aye – Bujalski, Jackson, M. Patti, A. Patti, Haskins, Monroe.*

Water Billing Calculation Amendment Discussion: Ms. Patti and Ms. Smith explained the history of water billing and what Mr. Canfield had brought up at the June 24, 2026 public hearing on water rates. The committee came to a consensus that difference between what is billed and what Mr. Canfield suggested is nominal and not worth changing at this time.

Staff Updates: Mr. Baert provided the committee an update on roadside cutting, ditching, and paving. He explained that project progression is slow due to a spending freeze. Ms. Chatel updated the committee on her plans to increase staffing of the water and roads departments in 2027.

Mission Statement: Tabled to the next meeting.

Posting Town Hall Materials: Ms. Smith reported that the detailed script was added to the town hall meeting handout on the website. The committee discussed and came to consensus that a short video summarizing the meeting and what has been learned since, the meeting recording, and one-page summation of the system's history was to be added to the District website. Mr. Jackson will attend the WEA BOD Quarterly meeting on July 11, 2026 to get in touch with more people to get feedback. Ms. Smith with create a new survey for Mr. Jackson to handout at the meeting.

Verdantas Contract/Billing: The committee discussed the current Verdantas billing and contracts. Mr. Jackson asked that staff monitor billing and report to the committee quarterly on what has been billed/paid.

DRAFT

Second Town Hall: The committee discussed having a second town hall. No date or subject matter was agreed upon. Discussion to continue at future meetings.

Public Comment:

- Scott Sallaway, 110 Snowood Drive: Recommended that if the Committee were to post on Facebook that comments be not allowed and people with questions referred to the Village District's site to ensure the discussion is moved forward rather than backwards. He continued by saying that at some point there is too much communication and there is a responsibility to go to meetings and read things on the site. Mr. Sallaway asked Mr. Baert if road paving started.
  Mr. Baert stated paving has not started.
  Mr. Sallaway asked if Mr. Baert had roads in mind?
  Mr. Baert has 3 in mind.
  Mr. Sallaway asked Mr. Baert if the roller was worth it.
  Mr. Baert stated it was and it has been great at protecting the roads from the effects of recent heavy rains.
  Mr. Sallaway stated that freezing the budget is a historical matter and that he suggests waiting until later in the year to purchase large items when the District knows it has the money.

Next Meeting: August 21, 2026 @ 9:15 am

Motion to adjourn by Mr. Jackson, seconded by Ms. Patti. Motion carried by 6:0 roll call: aye – Bujalski, Jackson, M. Patti, A. Patti, Haskins, Monroe.

Meeting adjourned at 10:41 am

Minutes prepared by Allison Smith

DRAFT

W&R Mission Statement

a. Draft #1, based on conversation at June 19, 2026 Committee meeting:

Waterville Estates Village District's mission is to provide potable water to the Waterville Estates Village Community ***and to maintain the integrity of the water system.*** This purpose will be guided by the best practices for water sourcing, treatment, and delivery to its users. These practices will be supported by a sustainable revenue structure of user fees, grants, and possible Bonds for large capital projects. The System will be operated according to the New Hampshire Department of Environmental Services standards for safe drinking water.

Waterville Estates Village District's mission is to maintain, repair, and improve Village District roads.

b. Draft #2, specifically addressing the purpose of the W&R Committee:

Waterville Estates Village District's mission is to provide potable water to the Waterville Estates Village Community ***and to maintain the integrity of the water system.*** This purpose will be guided by the best practices for water sourcing, treatment, and delivery to its users. These practices will be supported by a sustainable revenue structure of user fees, grants, and possible Bonds for large capital projects. The System will be operated according to the New Hampshire Department of Environmental Services standards for safe drinking water.

Waterville Estates Village District's mission is to maintain, repair, and improve Village District roads.

The purpose of the WEVD Water & Roads Advisory Committee is to support District staff in the administration of the community's water department through expert opinions, strategic advice, and the providing of independent insights from concerned and interested members of our community. The Water & Roads Advisory Committee has prioritized needed water system upgrades and improvements. The Committee will assist staff in reviewing progress of these projects and developing plans to respond to risks and disruptions to the water system.

The Water & Roads Advisory Committee will support staff in planning and executing road maintenance and improvement by providing advice, serving as an independent sounding board and community advocacy when needed.

(It's a good thing I forgot to send the first version. I noticed the original statement did not actually provide a description of the W&R Committee's purpose. That is the reasoning behind the second draft statement.)

W&R Mission Statement – Proposed (S. Bujalski amendment, M. Patti edit)

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Waterville Estates Village District's mission is to maintain, repair, and improve Village District roads.

The purpose of the WEVD Water & Roads ~~Advisory~~ Committee is to support District staff in the administration of the community's water department through ~~*expert*~~ opinions, strategic advice, and the providing of independent insights from concerned and interested members of our community. The Water & Roads ~~Advisory~~ Committee has prioritized needed water system upgrades and improvements. The Committee will assist staff in reviewing progress of these projects and developing plans to respond to risks and disruptions to the water system.

The Water & Roads ~~Advisory~~ Committee will support staff in planning and executing road maintenance and improvement by providing advice, serving as an independent sounding board and community advocacy when needed.