

Waterville Estates Village District Meeting  
January 4, 2019

Attendees: Art Marks, Lloyd Willey, Judy Kinney, Alison Wilder (secretary), Ted Kunz (treasurer), Corey Smith

Guests: Mike Hering, Mark Canfield, Denise Bujalski, Anthony Patti, Harry Bertino

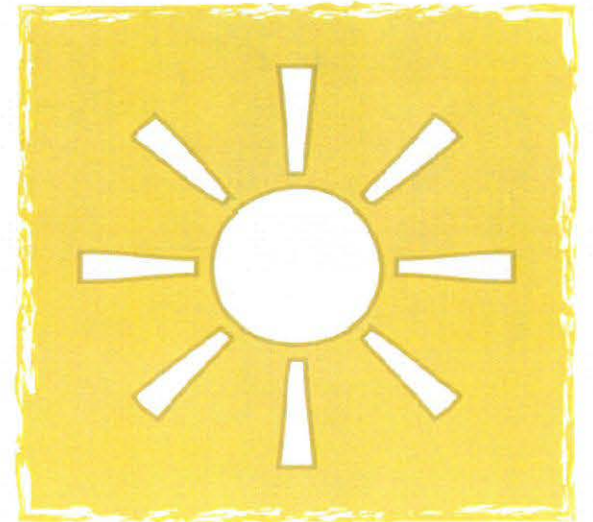
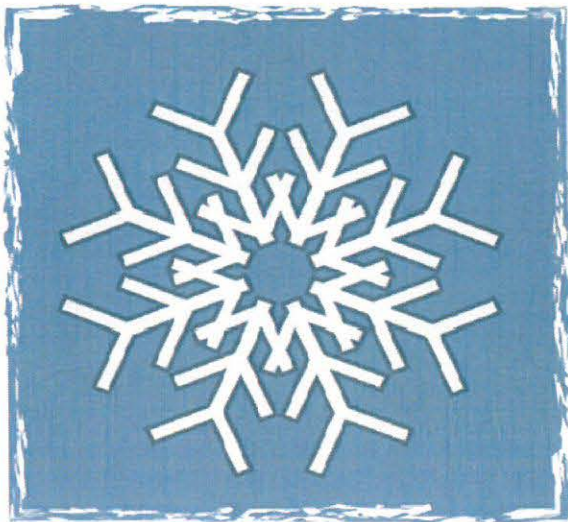
- Lloyd called meeting to order at 3:00pm
- Art moved to accept the minutes with the addition of the adjournment time, seconded by Lloyd. The motion passed.
- Manager's Report
  - Water system update
    - Corey described a new problem: water supply to Hodgman Hill condos is not sufficient for peak usage demands. The water line update will need to be done this year, and the current quote from Lakes Region Water is \$107K.
      - Weeping Birches development and home rentals through VRBO have increased demand.
      - \$107K includes 1500 ft. of installation.
      - Mike expressed concern that there may need to be further engineering; for example, a 4" pipe may not be large enough to meet long-term needs. Corey said he'll double-check with an engineer.
      - Commissioners discussed the potential for another quote, and additional parameters (time frame, ledge contingency, winter pricing, etc.) on both quotes.
      - Corey called Lakes Region Water
        - Quote is up a bit because it's winter time - would be closer to \$50/ft in the summertime.
        - Quote doesn't include ledge.
        - Fusion only is about \$10K.
      - Commissioners discussed using a 10,000 tank that exists at the top of Hodgman Hill to create a temporary solution. Corey will assess the tank and electrical needs.
      - Corey called Lewis Engineering to ask whether LRW pricing is in line. He says excavation w/out pipe is generally running \$75/ft; w/ pipe it's running \$120.
      - The commissioners agree that the larger line coming out of the pump house will alleviate the problem until summer, that's the best solution.
      - Next steps:
        - Corey will verify whether the first 30' from the pump house should be 4" or 6" pipe.
        - Corey will check on boosting the pressure again, and we'll look at adding pressure regulation where necessary.
        - Could we bring in further pressurized storage?
    - Water samples are looking good
  - Ski area update
    - Snowmaking - water at 53 degrees out of the ground is working fine, so old wells may be a viable source for snow-making
    - People are enjoying better conditions for the rope tow.

- Staffing is a challenge, but hoping to open the lift next weekend (Jan 11-13)
- Lloyd asked about the electrical costs of the snow gun; Corey is trying to narrow it down over time, and will check with the technicians to see how much electricity per hour it uses.
- Corey expressed concern about the ski area septic, and would like to have someone take a closer look at the usage. He put a grease trap in line.
- Art moved to adjourn to executive session to speak to the **Village** District Attorney. Lloyd seconded. Motion passed. Meeting adjourned temporarily to executive session at 4:15pm.
- Art made motion to reopen the meeting at 5 pm, Lloyd second, all in favor
- Lloyd spoke to Anthony Patti and Denise Bujaski as to what the Village District's position is **concerning the Weeping Birches road acceptance** after speaking to legal. There isn't anything that the Village District can do however as owners they can. The District is willing to help assist them where they can.
- The District shared the information they have for the retention pond with Denise Bujalski and Anthony Patti. A discussion as to who owns the land under the road and who owns the road followed
- Maintenance list review - HVAC is partly installed, the heater outside the locker rooms will be replaced. Corey spoke of the issues we are having with the hot tub when there is a lot of people in it (over the posted amount of people)
- Lloyd pointed out that the life jackets and the paddle boats are still out
- Review of capital improvement projects completed in 2018i
- Financials
  - Operating Bank Accounts - Northway OP – \$46,37463, MVSb OP - \$17,108.40 = \$63,483.03
  - Water Department – Bank Account \$3,819.63
  - Rec. Fund – Bank Account \$102,684.24 Friends of Campton MT \$ 28,849.22

There was a review of some expense and the budget, it was decided that a budget meeting was needed. The budget meeting will be on January 8th at 11 am for the District, Rec will be Jan 9th at 11:30 am

- Long Term Planning - Decided to hold off
- Treasurer's Report
- New business
- Old business
  - Telephone pole in parking lot - not much has been accomplished Corey has been working hard on this
  - Weeping Birches Lane
  - Horizon Drive bond update- it was discussed that the District hold the bond instead of the town solely holding the bond.
- Next meeting will be will be decided on the 9th meeting
- Art made a motion to convened at 7:23 pm, Lloyd second
- The meeting was adjourned at





**WATERVILLE ESTATES**

# WATERVILLE ESTATES VILLAGE DISTRICT

## JANUARY 4, 2019

### AGENDA

- I. Meeting called to order at 3 pm
- II. Review, corrections and acceptance of November 29, 2018 meeting minutes
- III. Treasurers Report
  - A. Account Balance
  - B. Tax Collections
- IV. Managers' Report
  - A. Water system updates
  - B. Ski area updates
- V. Maintenance List Review
- VI. Review of Capital Improvement Projects Completed in 2018
- VII. Financials
  - A. Operating
  - B. Water Department
  - C. Rec. Fund
- VIII. Long Term Planning
- IX. New Business
- X. Old Business
  - A. Telephone Pole if parking lot update
  - B. Weeping Birches Lane
  - C. Horizon Drive bond update

# WATERVILLE ESTATES VILLAGE DISTRICT

## JANUARY 4, 2019

### AGENDA

- XI. Set Next Meeting
- XII. Executive Session
- XIII. Adjournment

#### **Waterville Estates Village District Board Meeting Policy**

The commissioners will continue to post an agenda at least 48 hours prior to holding meetings.

You may request to be placed on the agenda:

Request must be submitted to Judy Kinney or Corey Smith at least 10 days prior to a scheduled meeting.

The request must contain the subject matter of the request.

Any discussion pertaining to the WEA not pertaining to the Village District will not be discussed.

The final decision to allow such requests resides with the commission.

Any attendee will be granted up to three (3) minutes to make a statement at the end of the meeting.

Video recording equipment shall only be placed at designated locations determined by the commission.

The commissioners reserve the right to allow exceptions to this policy

Lloyd Willey  
Chairman WEVD

WATERVILLE ESTATES VILLAGE DISTRICT

3

NOVEMBER 29, 2018 MEETING MINUTES - DRAFT

Attendees: Lloyd, Art, Andy, Ted, Corey and Judy

Lloyd called to order at 3:07 PM

Review, acceptance and approval of October 25<sup>th</sup> meeting minutes – Art made a motion to accept the meeting minutes, Andy second all in favor

Treasurer Report

Account balances

**Operating Accounts**

Northway Operating Account	20,490.82
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<u>MVSB Operating Account</u>	<u>62,105.64</u>
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Total Operating Account	82,296.46
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**Rec. Fund Account**

Northway Rec. Fund account	137,789.61
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**Friends of Campton Mt.**

Northway Friends of Campton Mt	33,969.90
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Ted spoke to the commissioners about the Campton & Thornton 2018 Appropriation for Waterville Estates and is anticipating about the same large amount coming in in January for the December tax bills.

Property values for new construction were discussed

## Manager Report

Water System Update – Upgrades to Taylor and snow bowl. A switch was added to the pumps station at the ski area so we can switch it from the snow gun to water pump

Corey spoke of the need to do the water line upgrade

Ski Area update – The rope tow opened this past weekend, there has been some issues with the septic pumps that are fixed now. There is a limited menu until the mountain is fully open to keep the cost down.

The conduit pipe is in for the generator for the basic needs of the lodge

Long Term Planning – there was a review of some of the thing that have been done in working on the budget, the need for some paving that had been held off need to be moved up. The budget was reviewed and discussed.

## Financials

Rec. Fund – budgeting low and anticipating low wedding business

## New Business

2019 Meeting schedule – Reviewed schedule, the annual meeting will be at 9 am on March 16, 2019

The amount of funds that the District gives the Association for the change in dues for lots was discussed

## Old Business

Telephone Pole in parking lot update – The person that Corey had been communicating with is no longer returning calls. Corey will write a letter to the CEO of Spectrum

Horizon Drive – The commission contacted Kevin Dorsey about the release of bond that he is seeking. Kevin has asked the commission to send an email asking him to reduce his bond to 40k so he can get the bond reduced.

Weeping Birches Lane Parking – The final easement needs to be returned and put into public record

Set next meeting January 4<sup>th</sup> at 3 pm

Executive Session – Andy made a motion to go into executive session to discuss personnel matters

Adjournment -

**TREASURER'S REPORT**  
**ACCOUNT BALANCES as of DECEMBER 26, 2018**

**OPERATING ACCOUNTS**

Northway Operating Account	\$46,374.63
<u>MVSB Operating Account</u>	<u>\$17,108.40</u>
Total Operating Accounts	\$63,483.03

**WATER DEPARTMENT ACCOUNT**

Northway Operating Account	\$3,819.63
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**REC. FUND ACCOUNTS**

Rec. Fund Operating Account	\$102,684.24
Friends of Campton Mt.	\$5,188.43



## TREASURER'S REPORT TAX APPROPRIATIONS COLLECTED

TOWN	YEAR	APPROPRIATION	COLLECTED	BALANCE OWED
Campton	2016	985,552.00	97,956.90	887,595.10
Campton	2017	976,757.00	970,739.53	6,017.47
Campton	2018	1,069,955.00	546,291.37	523,663.63
Thornton	2016	290,944.00	289,518.00	1,426.00
Thornton	2017	299,741.00	306,321.63	-6,580.63
Thornton	2018	324,690.00	150,156.00	174,534.00

The 2017 Thornton credit is from differed 2015 - 2017



# VILLAGE DISTRICT as of DECEMBER 26, 2018

ACTUAL

BUDGET

## Income

### 1105 · Campton Taxes

1105.5 · Campton Interest 6,245.98

1105.6 · Prior Campton Taxes 256,211.33

1105.7 · Current YR Campton Taxes 543,720.28

Total 1105 · Campton Taxes 806,177.59

### 1106.6 · Thornton Taxes

1106.4 · Thornton Interest 1,136.17

1106.5 · Prior Thornton Taxes 81,563.33

1106.7 · Current YR Thornton Taxes 150,156.00

Total 1106.6 · Thornton Taxes 232,855.50

Total 1106 · TAXES 1,039,033.09

Total 1100.0 · WE Village District Income 1,039,033.09

### 1300 · MISCELLANEOUSE REVENUES

1307 · Northway Interest 38.88

1315 · Miscellaneous income 11.61

1316 · Meredith Bank Interest 235.42

Total 1300 · MISCELLANEOUSE REVENUES 285.91

Total Income 1,039,319.00

Gross Profit 1,039,319.00

# VILLAGE DISTRICT as of DECEMBER 26, 2018

	ACTUAL	BUDGET
Expense		
2010 · Debt Service		
2010.23 · TAN Interest	1,247.17	
Total 2010 · Debt Service	1,247.17	
3000.0 · WE Village District Expenses		
3315.1 · Cap - Paving	0.00	42,177.00
3316 · Capital Pres/ Growth & New		
3001.01 · G & N - Parking Expansion	0.00	
3315.08 · Cap - Ski Lift, Polls, Repining	0.00	
3315.10 · Cap - Exterior Ren. Fence (walls, paint finishes, exterior, recreation center)	1,383.36	5,000.00
3315.11 · Cap - Rec. Center Security Syst	13,739.70	16,000.00
3315.12 · Cap - Men's Locker Room Shower	0.00	8,000.00
3315.13 · Cap - Ladies Locker Room Floor	0.00	16,000.00
3315.14 · Cap - Repair Kitchen Floor	5,099.63	10,000.00
3315.15 · Cap - Dam Repairs	76,260.56	70,000.00
3315.16 · Cap - Repair Pool Floor	170.13	5,000.00
3315.17 · Cap - Septic System Pumps	0.00	15,005.00
3315.18 · Cap-Exterior Finish - Painting	135.74	15,000.00
3315.4 · Cap - Pool Cover Repair	168.99	
3315.6 · Cap - HVAC Repairs	3,565.05	20,000.00

# VILLAGE DISTRICT as of DECEMBER 26, 2018

	ACTUAL	BUDGET
3316.16 · Cap - Expand/Upgrade Kitchens	0.00	0.00
3317 · Cap - Computer Replacement	7,369.95	3,300.00
Total 3316 · Capital Pres/ Growth & New	107,893.11	183,305.00
3316.2 · Rec Fund Contingency	0.00	68,611.00
3316.3 · One Time Rec. Funding	0.00	
3326 · Ski Area Operation Off Set	0.00	32,000.00
3400 · GENERAL GOVERNMENT		
2105.1 · WEVD Manager		
2105.01 · WEVD Admin	81,219.61	81,595.00
2105.02 · Assist Admin	62,479.76	58,571.00
Total 2105.1 · WEVD Manager	143,699.37	140,166.00
3200 · Employee Benefits		
2341 · Retirement Contribution	16,202.59	16,432.00
3200.1 · Other Deductible Reimbursements	0.00	16,850.00
3210 · Social Security	9,714.91	9,044.00
3211 · Medicare	2,611.26	2,109.00
3220 · Health Insurance	25,464.29	25,192.00
3231 · NH Unemployment	10.95	140.00
3240 · Workers Comp Ins	21,676.37	19,952.00
3250 · Travel Reimbursement	175.50	136.00
3260 · Dental Ins	1,473.18	1,356.00

## VILLAGE DISTRICT as of DECEMBER 26, 2018

	ACTUAL	BUDGET
3270 · Health Reimbursement	6,935.56	7,156.00
3280 · Bonuses		
3281 · Payroll Taxes	746.21	789.00
3280 · Bonuses - Other	9,578.58	9,677.00
Total 3280 · Bonuses	10,324.79	10,466.00
Total 3200 · Employee Benefits	94,589.40	108,833.00
3336 · Cellular Phones	1,080.00	1,080.00
3405 · Commissioners Stipend & Expense	4,026.34	3,638.00
3410 · Accounting/Taxes/Audit	0.00	7,723.00
3415 · Legal / Consulting	8,134.00	12,935.00
3416 · Licenses/Fees	0.00	
3425 · Insurances	25,519.00	25,977.00
3430 · Telephones	1,395.50	1,539.00
3435 · Repeaters /Radios	0.00	1,591.00
3440 · Computer Services	5,714.94	4,398.00
3445 · Advertisements	50.55	55.00
3455 · Postage	628.43	721.00
3456 · Uniforms	638.28	530.00
3810 · Bank/Finance Charge	482.50	1,099.00
6560 · Payroll Expenses	710.90	721.00
Total 3400 · GENERAL GOVERNMENT	286,669.21	311,006.00

# VILLAGE DISTRICT as of DECEMBER 26, 2018

	ACTUAL	BUDGET
3600 · Supplies		
3610 · Office Supplies	3,688.45	2,000.00
Total 3600 · Supplies	3,688.45	2,000.00
3800 · Taxes/Fees/Charges	1,877.20	1,374.00
Total 3000.0 · WE Village District Expenses	400,127.97	640,473.00
3310 · HIGHWAYS & STREETS		
2105.5 · Roads	42,735.28	74,005.00
2105.7 · Seasonal Plowing	9,755.30	9,537.00
2105.99 · Contractor Plowing	28,817.50	16,481.00
2106.1 · Payroll Taxes	3,903.34	6,473.00
2106.2 · Health Insurance	8,431.97	8,342.00
2106.3 · Dental Insurance	736.59	678.00
2106.4 · Retirement	4,864.03	4,660.00
2106.5 · Travel Expense	320.49	400.00
2106.6 · Cell Phone	300.00	300.00
3310.11 · Misc. Material & Supplies	2,868.49	18,690.00
3310.2 · Calcium/Magnesium Chloride	0.00	3,183.00
3310.3 · Cold Patch	2,816.35	2,748.99
3310.4 · Roadside Mowing/Sweeping	6,050.00	4,398.00
3310.5 · Culvert Expense	3,470.00	2,199.00

## VILLAGE DISTRICT as of DECEMBER 26, 2018

	ACTUAL	BUDGET
3310.6 · Road Sand & Salt	18,556.14	18,035.00
3310.8 · Equipment Rental	1,799.57	3,848.00
3310.9 · Equipment Repair	1,092.27	1,374.00
3315.2 · Misc. Projects	431.07	3,298.00
3351 · Diesel Fuel	15,835.33	21,988.00
3352 · Plow Gear & Sanders	9,232.10	4,244.00
3353 · Oil & Filters	777.32	550.00
3354 · Maintenance & Tune-ups	99.80	5,305.00
3355 · Osh Kosh Repairs	0.00	2,199.00
3356 · Truck Repairs	9,137.53	6,365.00
3357 · Back Hoe Repair	2,113.55	7,426.00
3359 · Body Maintenance	0.00	110.00
3360 · Tires	0.00	3,713.00
3361 · Shop supplies	5,734.51	4,398.00
3362.1 · Small Tools/Equipment	7,716.48	3,713.00
3362.2 · Large Equipment/Tools	5,829.99	1,485.00
3367 · Grader Repairs	0.00	3,298.00
3511 · Shop Electricity	2,347.59	3,298.00

# VILLAGE DISTRICT as of DECEMBER 26, 2018

	ACTUAL	BUDGET
8921 · Shop Heat	1,661.62	3,183.00
Total 3310 · HIGHWAYS & STREETS	197,434.21	249,924.99
3320 · WATER DIST & TREATMENT		
3402 · Contribution to Water Dep	65,513.21	
3320 · WATER DIST & TREATMENT - Other	0.00	
Total 3320 · WATER DIST & TREATMENT	65,513.21	
3350 · PUBLIC SAFETY		
3320.4 · Alarm, Fire & Water	4,213.88	4,398.00
3363 · Safety Supplies	2,567.11	1,704.00
4030 · Fire & Security	8,270.11	7,696.00
Total 3350 · PUBLIC SAFETY	15,051.10	13,798.00
3500 · CULTURE & RECREATION		
2105.6 · Building Wages	66,331.37	46,434.00
2107.1 · Payroll Taxes	4,768.74	3,632.00
2107.2 · Health Insurance	8,431.97	8,342.00
2107.3 · Dental Insurance	736.59	678.00
2107.4 · Retirement	4,838.65	4,352.00
2107.5 · Travel	236.90	219.00
2107.6 · Cell Phone	300.00	300.00
3031 · Ski Area Insurance	9,999.00	18,025.00

## VILLAGE DISTRICT as of DECEMBER 26, 2018

	ACTUAL	BUDGET
3032 · Snowcat Repairs & Maintenance	18,023.58	20,861.00
3033 · Ski Area Repairs and Maintenance	34,913.86	11,000.00
3501 · Building Infrastructure	26,357.54	29,705.00
3502 · Employee Training	788.48	323.00
3520 · Kitchen Equipment Repairs	1,147.96	5,000.00
4060 · Pool Repair & Maintenance	10,166.75	5,112.00
4061 · Building Equipment Repairs	12,796.92	15,000.00
8680 · Maintenance Supplies	4,446.19	3,000.00
8911 · Outdoor Lighting	1,404.05	743.00
8912 · Building Elec	61,307.19	64,890.00
8920 · building heat	45,177.91	65,920.00
Total 3500 · CULTURE & RECREATION	312,173.65	303,536.00
Total Expense	991,547.31	1,207,731.99
Net Ordinary Income	47,771.69	(1,207,731.99)
Net Income	47,771.69	(1,207,731.99)



# WATER DEPARTMENT as of DECEMBER 26, 2018

	ACTUAL	BUDGET
Income		
3300 · Water Fee	100,783.96	102,600.00
3302 · Interest Income	1.36	
3401 · Finance Charges	594.65	
3402 · Contribution from General Fund	65,513.21	
Total Income	166,893.18	102,600.00
Gross Profit	166,893.18	102,600.00
Expense		
2010 · Debt Service		
2010.20 · Water Upgrade Principle	37,081.46	37,081.00
2010.21 · Water Upgrade Interest	1,846.80	1,839.00
Total 2010 · Debt Service	38,928.26	38,920.00
2011 · Growth & New		
2011.1 · G & N - New Wells	4,397.87	53,550.00
Total 2011 · Growth & New	4,397.87	53,550.00
3320 · Water Dist & Treatment		
3320.2 · System Repairs, Materials, Supply	19,863.11	42,628.00
3320.3 · Water Testing - DES	1,028.00	2,502.00
3320.5 · Leak Repairs	6.50	16,974.00
3320.6 · Water Treatment Chemicals	3,917.44	8,795.00

## WATER DEPARTMENT as of DECEMBER 26, 2018

	ACTUAL	BUDGET
3320.7 · Engineering	260.00	7,957.00
3320.8 · Equipment Rental	0.00	1,099.00
3321 · Telemetry	6,288.16	8,487.00
3325.2 · Misc. Projects	0.00	8,487.00
3465 · Subscriptions/ Dues	456.48	1,374.00
3510 · Water System Electricity	78,157.18	70,040.00
3540 · Water System Propane	0.00	605.00
3541 · Generator Maintenance	5,437.01	5,305.00
3830 · Licenses/fees/education	730.05	1,539.00
Total 3320 · Water Dist & Treatment	116,143.93	175,792.00
Total Expense	159,470.06	268,262.00
Net Income	7,423.12	-165,662.00

# REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
Income		
9000.1 · Facility Rental	372,000.00	372,000.00
9000.2 · Facility Services	36,161.09	35,000.00
9000.3 · Tax Supplement Income	0.00	68,611.00
9000.4 · Ski Area Offset	0.00	32,000.00
9000.5 · Bank Interest	10.38	10.00
9001 · Recreation Income		
9001.01 · CC Processing Fee Income	248.81	
9001.3 · Vending - Games	499.25	800.00
9001.4 · Vending - Soda	697.45	800.00
9001.5 · Vending - Snacks	249.00	100.00
9001.6 · GM Income	5,062.34	2,000.00
9001.7 · Tanning	245.92	250.00
9001.8 · Misc. Income	523.02	50.00
9001.9 · Movie Rental	33.00	50.00
Total 9001 · Recreation Income	7,558.79	4,050.00
9002 · Food & Beverage Income		
9002.1 · Soda & Non Alocholic Bev Income	5,050.35	5,820.00

## REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
9002.2 · Food Income	38,768.40	37,939.00
9002.3 · Liquor Income	53,758.48	49,843.00
9002.4 · Beer Income	45,768.33	30,725.00
9002.5 · Wine Income	6,677.75	6,246.00
Total 9002 · Food & Beverage Income	150,023.31	130,573.00
9003 · Campton Mt. Income		
9003.1 · Campton Mt. Fund Raiser	14,905.00	8,000.00
9003.2 · Ski Tickets	25,115.08	36,500.00
9003.3 · Ski Lessons	150.00	
9003.4 · Food	43,238.03	36,000.00
9003.5 · Non Alcohol Beverages	4,582.66	2,000.00
9003.6 · Liquor	29,091.35	16,000.00
9003.7 · Beer	32,851.72	22,000.00
9003.8 · Wine	7,930.04	5,000.00
9003.9 · Campton Mt. Bank Interest	2.35	
Total 9003 · Campton Mt. Income	157,866.23	125,500.00
9004 · Events & Functions Income		
9004.1 · Events Income	2,496.00	6,000.00

# REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
9004.2 · Catering & Function Income		
9004.01 · Room Rental	5,625.00	6,000.00
9004.02 · General Income	58,117.55	80,000.00
9004.03 · Wedding Vendor Debt	0.00	
9004.04 · Food	55,663.67	79,000.00
9004.05 · Beer	11,945.56	9,000.00
9004.06 · Liquor	9,788.45	19,900.00
9004.07 · Wine	4,277.65	6,000.00
9004.08 · Non Alcohol Beverages	347.17	390.00
9004.09 · Wedding CC Processing Fee	0.00	12.00
Total 9004.2 · Catering & Function Income	145,765.05	200,302.00
Total 9004 · Events & Functions Income	148,261.05	206,302.00
Total Income	871,880.85	974,046.00
Cost of Goods Sold		
9005 · Cost of Goods Sold		
9005.01 · Special Events - Comped Food	0.00	400.00
9005.02 · Events Food	0.00	60.00
9005.03 · Campton Mt. Fund Raiser Food	1,573.03	1,100.00
9005.04 · General Merchandise	7,158.31	500.00
9005.06 · Vending - Soda	410.28	1,500.00

# REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
9005.07 · Food	36,109.79	26,000.00
9005.08 · Non Alcohol Beverages	8,944.23	4,500.00
9005.09 · Beer	25,497.89	18,500.00
9005.10 · Liquor	24,786.13	21,000.00
9005.11 · Wine	7,751.96	6,800.00
9005.12 · Bar Supplies	3,352.10	5,000.00
9005.13 · Catering & Functions		
9005.14 · Food	14,859.01	30,000.00
9005.15 · Bar Supplies	71.45	150.00
9005.16 · Other Supplies	95.38	100.00
Total 9005.13 · Catering & Functions	15,025.84	30,250.00
Total 9005 · Cost of Goods Sold	130,609.56	115,610.00
Total COGS	130,609.56	115,610.00
Gross Profit	741,271.29	858,436.00
Expense		
9101 · Business Expenses		
9101.01 · Rec. Admin Wages		
9101.02 · Admin Wages	26,105.08	27,560.00
9101.03 · Workman Comp	159.69	2,200.00

## REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
9101.04 · Payroll Taxes	2,047.07	565.00
9101.05 · Travel	630.35	500.00
9101.06 · Employee Education	0.00	100.00
Total 9101.01 · Rec. Admin Wages	28,942.19	30,925.00
9101.07 · Copier Lease	1,478.59	3,120.00
9101.08 · Dues & Subscriptions	699.72	2,000.00
9101.09 · Office Supplies	3,923.48	6,000.00
9101.10 · Finance Charges	15,442.62	11,000.00
9101.11 · Licenses & Fees	5,263.00	4,000.00
9101.12 · Misc. Expenses	1,100.27	2,000.00
9101.13 · Telephone	5,607.94	4,500.00
9101.14 · Internet Access	3,013.93	3,000.00
9101.15 · Advertising	209.96	200.00
9101.16 · Postage	830.44	1,000.00
9101.17 · Computer Support	6,734.99	9,000.00
9101.18 · Computer Supplies	671.63	1,000.00
9101.19 · Cable	2,151.29	2,000.00
9101.20 · Payroll Fee	1,509.00	1,200.00
Total 9101 · Business Expenses	77,579.05	80,945.00

## REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
9200 · Infrastructure Expenses		
9200.0 · Infrastructure Wages		
9200.01 · Cleaning Wages	75,233.96	75,839.00
9200.02 · Grounds Wages	11,312.34	12,917.00
9200.03 · Payroll Taxes	6,481.10	6,902.00
9200.04 · Health Insurance	8,431.97	8,342.00
9200.05 · Dental Insurance	736.59	678.00
9200.06 · Retirement	3,542.06	3,848.00
9200.07 · Travel	176.60	100.00
9200.08 · Cell Phone	300.00	300.00
9200.09 · Employee Education	0.00	100.00
9200.10 · Criminal Record	75.00	75.00
Total 9200.0 · Infrastructure Wages	106,289.62	109,101.00
9200.11 · Equipment Rental	0.00	200.00
9200.12 · Cleaning Supplies	6,198.22	6,000.00
9200.13 · Pool Chemicals & Supplies	21,279.98	20,000.00
9200.14 · Other Supplies	858.70	2,000.00
9200.16 · Pool & Spa Inspection	0.00	250.00
9200.18 · Carpet Cleaning	1,510.00	100.00
9200.19 · Pest Control	378.93	600.00



## REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
9200.20 · Landscaping	5,107.56	5,000.00
9200.21 · Trash Removal	7,155.96	5,100.00
9200.22 · Outdoor Repairs & Maintenance	376.96	700.00
9200.23 · Paddle Boat Repairs	257.20	650.00
Total 9200 · Infrastructure Expenses	149,413.13	149,701.00
9300 · Campton Mt. Expenses		
9300.01 · Ski Area Wages		
9300.02 · Ski Bartender Wages	11,195.66	8,420.00
9300.03 · Cook Wages	25,838.62	15,139.00
9300.04 · Lifties & Patrol Wages	23,032.26	18,923.00
9300.05 · Trail Grooming Wages	2,662.25	3,640.00
9300.06 · Ski Instructor Commission	25.00	
9300.07 · Payroll Taxes	6,403.14	3,692.00
9300.08 · Criminal Record	150.00	300.00
9300.1 · Ski Cleaning Wages	543.46	1,559.00
Total 9300.01 · Ski Area Wages	69,850.39	51,673.00
9300.10 · Building Heat	4,391.06	5,000.00
9300.12 · Cable & Internet	3,871.68	3,000.00
9300.13 · Bar Supplies	707.38	800.00

## REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
9300.14 · Kitchen Supplies	5,678.78	2,500.00
9300.15 · Cleaning Supplies	1,998.20	2,000.00
9300.16 · Fund Raising Expenses	7,117.54	5,000.00
9300.17 · Misc. Expenses	14,917.09	2,000.00
9300.18 · Mowing	2,200.00	2,400.00
9300.19 · Inspections	937.60	2,000.00
9300.20 · Tickets	535.55	2,000.00
9300.21 · Trash Removal	6,721.07	5,000.00
9300.23 · Web Hosting	1,878.00	400.00
9300.25 · Electric	13,861.08	15,000.00
9300.26 · Snowmobile Maintenance	195.34	
Total 9300 · Campton Mt. Expenses	134,860.76	98,773.00
9500 · Lounge Expenses		
9500.01 · Lounge Wages		
9500.0. · Summer Recreation Person	1,230.20	7,000.00
9500.02 · F & B & F Admin Wages	19,175.16	22,313.00
9500.03 · E & F Assistant	1,132.69	9,600.00
9500.04 · Bar Admin Wages	5,903.40	6,960.00

## REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
9500.05 · F & B General Support	1,710.53	2,000.00
9500.06 · Bartenders	8,632.56	11,400.00
9500.07 · Kitchen Wages	29,235.21	46,460.00
9500.08 · Pool Side Servers	879.53	2,340.00
9500.09 · Event Staff	1,136.20	2,020.00
9500.10 · Health Insurance	19,644.54	25,025.00
9500.11 · Dental Insurance	1,755.63	2,034.00
9500.12 · Retirement	9,027.82	12,634.00
9500.13 · Payroll Taxes	7,281.54	10,536.00
9500.14 · Cell Phone	700.00	900.00
9500.15 · Employee Education	0.00	750.00
9500.16 · Criminal Record	200.00	200.00
9500.17 · Travel	1,122.15	1,500.00
Total 9500.01 · Lounge Wages	108,767.16	163,672.00
9500.19 · Comped & House Charges	292.31	400.00
9500.20 · Waste Product	2,014.47	1,500.00
9500.21 · Bar Supplies	2,367.01	4,000.00
9500.22 · Kitchen Supplies	3,022.44	6,000.00

## REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
9500.24 · Casual Labor	0.00	300.00
9500.25 · Meals Tax	30,122.00	29,328.00
9500.26 · Entertainment	20,550.00	18,000.00
9500.27 · Event Expenses	9,526.65	12,000.00
9500.28 · Lounge Supplies	3,546.36	2,400.00
9500.29 · Laundry & Uniforms	7,707.76	9,000.00
9500.30 · Rec. Supplies	989.29	2,000.00
9501 · Catering & Function		
9501.01 · Catering & Function Staff	16,530.84	32,070.00
9501.02 · Payroll Taxes	2,907.10	3,762.00
9501.03 · Catering & Function Expenses	6,935.67	19,000.00
9501.04 · Wedding Commission	6,610.55	11,000.00
9501.05 · Function Rental Expenses	3,944.50	9,750.00
9501.06 · Advertisement	15,829.82	10,000.00
9501.07 · Web Hosting	4,850.99	400.00
9501.08 · Catering/Function Vendor	46,133.30	60,000.00
9501.09 · Wedding Coordinator Allowance	2,128.84	1,800.00
Total 9501 · Catering & Function	105,871.61	147,782.00
Total 9500 · Lounge Expenses	294,777.06	396,382.00
9600 · Front Desk Expenses		

# REC. FUND as of DECEMBER 26, 2018

	ACTUAL	BUDGET
9600.01 · Front Desk Wages		
9600.02 · Front Desk	67,754.47	74,810.00
9600.03 · Payroll Taxes	5,470.22	5,798.00
9600.04 · Travel	0.00	50.00
9600.05 · Criminal Record	0.00	50.00
9600.06 · Cell Phone	300.00	300.00
Total 9600.01 · Front Desk Wages	73,524.69	81,008.00
9600.07 · Purchased Movies	0.00	25.00
9600.08 · Front Desk Expense	1,108.91	15,000.00
Total 9600 · Front Desk Expenses	74,633.60	96,033.00
Total Expense	731,263.60	821,834.00
Net Income	10,007.69	36,602.00



Judy Kinney <wea.judy@waterville-estates.com>

**Fwd: Fw: horizon Drive surface course**

1 message

Thu, Dec 20, 2018 at 4:18 PM

**Corey Smith** <corey@waterville-estates.com>

To: Judy Kinney <wea.judy@waterville-estates.com>

Cc: Lloyd Willey <lloydw@waterville-estates.com>, "Marks, Art" <awmarks7@gmail.com>, ANDREW GRIFFITHS

<Reezultz@msn.com>, Michael Henng <summit\_bld@yahoo.com>

Judy, please put discussion about road bond update for Kevin Dorsey on the agenda of the next wevd meeting.

Corey Smith  
General Manager  
Waterville Estates  
562 Winterbrook Road  
Campton, NH 03223  
PH: 603-726-3082 / FX: 603-726-8611

----- Forwarded message -----

From: **Debra Dorsey** <debradorsey@hotmail.com>

Date: Tue, Dec 4, 2018 at 4:28 PM

Subject: Fw: horizon Drive surface course

To: Corey Smith <corey@waterville-estates.com>, kdorsey@nicori.com <kdorsey@nicori.com>

good afternoon Corey,

Please see the attached quote. please send me an email as to the amount you want to retain. Maybe at 5k for drainage touch ups on shoulders and call it 30k. let me know.

thanks  
Kevin

From: Leslie Bryant <lbryant@bryantpaving.com>

Sent: Tuesday, December 4, 2018 11:19 AM

To: Debra Dorsey; kdorsey@nicori.com

Subject: RE: horizon Drive surface course

Attached; let me know if you have any questions.

Thank you,  
Leslie Bryant  
Bryant Paving  
Office 603-279-1499  
Fax 603-279-0074  
Cell 603-393-5657

From: Debra Dorsey <debradorsey@hotmail.com>

Sent: Monday, December 3, 2018 7:38 AM

To: Leslie Bryant <lbryant@bryantpaving.com>; kdorsey@nicori.com

Subject: horizon Drive surface course



PO Box 1456 Meredith, NH 03253  
Fax 603-279-0074

**PROPOSAL SUBMITTED TO:**

White Mountain Escapes, LLC  
11 Carrie Ann Drive  
Cranston, RI 02921

**DATE:** December 4, 2018

**Tel:** 401-996-9475

**Email:** [debradorsey@hotmail.com](mailto:debradorsey@hotmail.com)

**Project:** Horizon Drive

**Overlay Roadway Area**

Once we have cleaned the roadway, we will apply tack coat to promote adhesion between the new and old asphalt surfaces. We will then install 1-1/2" topcoat to all roadway areas noted below.

**Area:** Base paving area from 2017

**Asphalt Specifications:**

1-1/2" compacted asphalt using 1/2" Material (Installed @ 1-1/4" and compacted to 1")

**Cost for Topcoat: \$110/Ton estimated @ 235 Tons (\$25,850.00)**

All permits are the responsibility of the customer and/or property owner; **we request you verify permitting requirements with your municipality prior to contracting.** All work subsidiary to paving no specified is to be completed by others.

**Terms:** 1/3 Deposit Required and the balance due upon completion

\*Please return the signed contract and deposit to be added to the schedule.

## Waterville Estates Village District Budget Meeting

January 9, 2019 Meeting Minutes

Attendees: Lloyd, Art, Corey and Judy

Guest: Harry Bertino and Jim Murphy

Lloyd called the meeting to order at 3:02 pm

Lloyd inquire on how the Association budget meeting went the day before 1/8/19, Corey and Art gave an over view of the meeting.

The meeting started with looking at the cash flow and the unreserved fund balance for 2018, the cash flow looks to be tight for the next few years.

Capital projects were reviewed to see if any of the amounts could be adjusted then moved to the various line items in the general fund budget and the water department budget.

After examination it looks like there is a cash flow issue until the year 2024, this is with having the ski area contingency and the tax off set for the dues home vs lot change.

Various items were adjusted to including removing/ reducing the ski area off set to help the operating budget.

Art made a motion to adjourn to adjourn at 5:20 pm Lloyd second the motion

The next meeting will be on January 30<sup>th</sup> at 3 pm



# Waterville Estates Village District Meeting Minutes

February 8, 2019

Attendees: Lloyd Willey, Ted Kuntz, Art Marks, Corey Smith, Judy Kinney

Guest: Matt Smith, Dan Boynton, Mike Hering, Harry Bertino

Lloyd called to order at 3 pm

Dan Boynton was introduced to the group, he is the newly elected interim selectman for the town of Campton

Meeting minutes from January 4 and January 9 meeting minutes were reviewed, Lloyd and Art made some corrections to the January minutes - Art made a motion to except Lloyd second

Lloyd asked our guest to talk about what brought them to our meeting:

Dan introduced himself, he came to the meeting to introduce himself, to see how our meetings are and to talk about our relations with the town and just to get to know Waterville Estates Village District

Matt spoke to the group of home evaluations and tax structure of the evaluations – Discussion followed

## Treasurer's Report

### **Account balances**

#### **District Operating Accounts**

Northway Operating Account	346,939.42
<u>MVSB Operating Account</u>	<u>144,024.96</u>
Total Operating Accounts	490,964.38

#### **Water Department Account**

Northway Operating Account	18,945.92
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#### **Rec. Fund Operating Account**

Northway Operating Account	75,387.56
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#### **Friends of Campton Mt**

Northway Operating Account	28,849.46
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Tax collections for Campton and Thornton were reviewed

## Manager's Report

Water system updates – There was a break on Taylor in a home owner's home that has not been fixed.

The rate of flow and changing of some piping size was discussed to help the water pressure, the hope is to have the flow improved before the February vacation

Ski Area updates – There was a deropement on Sunday due to someone pushing off from the chair cased the derailment from the bull wheel.

Feb 20<sup>th</sup> Ross Stevens are going to come and observe operations. The state has come and inspected. Lloyd ask about the electric cost to run the snow gun – about \$600 for 60 hours.

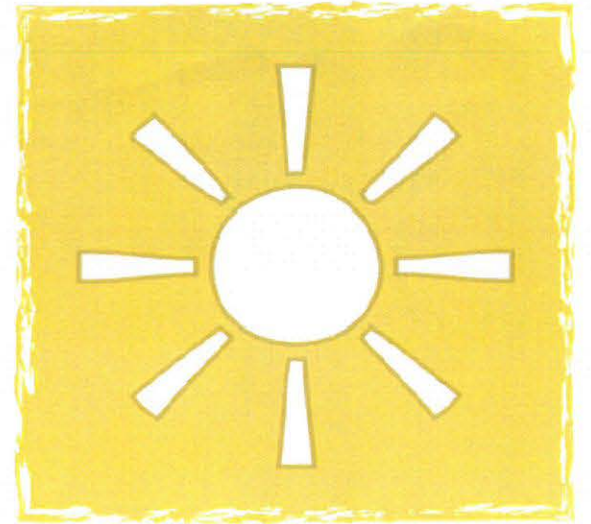
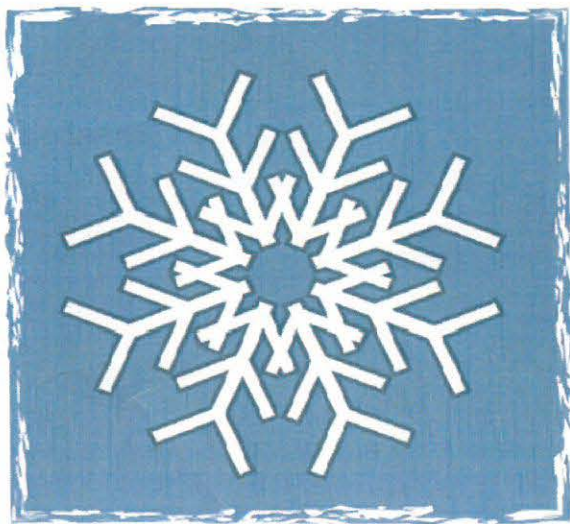
Building/ hot tub update – we had some water coming into the building due to the heavy rains we had.

The hot tub was discussed, Corey found that a pump was way off and there was an issue with a probe, the hot tub is working now

After a threat of a law suit Spectrum finally came and has done most of the work needed, they just have a few things left to take care of.

The meting was called to a close at 5 pm

Next Meeting February 12<sup>th</sup> Warrant Articles @ 9 am



**WATERVILLE ESTATES**

# WATERVILLE ESTATES VILLAGE DISTRICT

## FEBRUARY 8, 2019

### AGENDA

- I. Meeting called to order at 3 PM
- II. Review, corrections and acceptance of January 4 and January 9 meeting minutes
- III. Treasurer's Report
  - A. Account balances
  - B. Tax Collections
- IV. Manager's Report
  - A. Water system updates
  - B. Ski Area updates
  - C. Building/ hot tub update
- V. Review of Capital Improvement Projects Completed in 2018
- VI. Financials
  - A. District Operations
  - B. Water Department
  - C. Rec. Fund
  - D. 2017 Audit
- VII. New Business
  - A. Taxes vs. Dues
- VIII. Old Business
  - A. Weeping Birches Lane – Letter from town
  - B. Horizon Drive bond update
- IX. Next Meeting February 12<sup>th</sup> Warrant Articles @

# WATERVILLE ESTATES VILLAGE DISTRICT

## FEBRUARY 8, 2019

### AGENDA

- X. Executive Session
- XI. Adjournment

#### **Waterville Estates Village District Board Meeting Policy**

The commissioners will continue to post an agenda at least 48 hours prior to holding meetings.

You may request to be placed on the agenda:

Request must be submitted to Judy Kinney or Corey Smith at least 10 days prior to a scheduled meeting.

The request must contain the subject matter of the request.

Any discussion pertaining to the WEA not pertaining to the Village District will not be discussed.

The final decision to allow such requests resides with the commission.

Any attendee will be granted up to three (3) minutes to make a statement at the end of the meeting.

Video recording equipment shall only be placed at designated locations determined by the commission.

The commissioners reserve the right to allow exceptions to this policy

Lloyd Willey

Chairman WEVD

# Waterville Estates Village District Meeting

## January 4, 2019 Minutes

DRAFT

Attendees: Art Marks, Lloyd Willey, Judy Kinney, Alison Wilder (secretary), Ted Kunz (treasurer), Corey Smith

Guests: Mike Hering, Mark Canfield, Denise Bujalski, Anthony Patti, Harry Bertino

- Lloyd called meeting to order at 3:00pm
- Art moved to accept the minutes with the addition of the adjournment time, seconded by Lloyd. The motion passed.
- Manager's Report
  - Water system update
    - Corey described a new problem: water supply to Hodgman Hill condos is not sufficient for peak usage demands. The water line update will need to be done this year, and the current quote from Lakes Region Water is \$107K.
      - Weeping Birches development and home rentals through VRBO have increased demand.
      - \$107K includes 1500 ft. of installation.
      - Mike expressed concern that there may need to be further engineering; for example, a 4" pipe may not be large enough to meet long-term needs. Corey said he'll double-check with an engineer.
      - Commissioners discussed the potential for another quote, and additional parameters (time frame, ledge contingency, winter pricing, etc.) on both quotes.
      - Corey called Lakes Region Water
        - Quote is up a bit because it's winter time - would be closer to \$50/ft in the summertime.
        - Quote doesn't include ledge.
        - Fusion only is about \$10K.
      - Commissioners discussed using a 10,000 tank that exists at the top of Hodgman Hill to create a temporary solution. Corey will assess the tank and electrical needs.



# Waterville Estates Village District Meeting

## January 4, 2019 Minutes

DRAFT

- Corey called Lewis Engineering to ask whether LRW pricing is in line. He says excavation w/out pipe is generally running \$75/ft; w/ pipe it's running \$120.
- The commissioners agree that the larger line coming out of the pump house will alleviate the problem until summer, that's the best solution.
- Next steps:
  - Corey will verify whether the first 30' from the pump house should be 4" or 6" pipe.
  - Corey will check on boosting the pressure again, and we'll look at adding pressure regulation where necessary.
  - Could we bring in further pressurized storage?
- Water samples are looking good
- Ski area update
  - Snowmaking - water at 53 degrees out of the ground is working fine, so old wells may be a viable source for snow-making
  - People are enjoying better conditions for the rope tow.
  - Staffing is a challenge, but hoping to open the lift next weekend (Jan 11-13)
  - Lloyd asked about the electrical costs of the snow gun; Corey is trying to narrow it down over time, and will check with the technicians to see how much electricity per hour it uses.
  - Corey expressed concern about the ski area septic, and would like to have someone take a closer look at the usage. He put a grease trap in line.
- Art moved to adjourn to executive session to speak to the District Attorney. Lloyd seconded. Motion passed. Meeting adjourned temporarily to executive session at 4:15pm.
- Art made motion to reopen the meeting at 5 pm, Lloyd second, all in favor

# Waterville Estates Village District Meeting

## January 4, 2019 Minutes

DRAFT

- Art made motion to reopen the meeting at 5 pm, Lloyd second, all in favor
- Lloyd spoke to Anthony Patti and Denise Bujaski as to what the Village District's position is after speaking to legal. There isn't anything that the Village District can do however as owners they can. The District is willing to help assist them where they can.
- The District shared the information they have for the retention pond with Denise Bujalski and Anthony Patti. A discussion as to who owns the land under the road and who owns the road followed
- Maintenance list review - HVAC is partly installed, the heater outside the locker rooms will be replaced. Corey spoke of the issues we are having with the hot tub when there is a lot of people in it (over the posted amount of people)
- Lloyd pointed out that the life jackets and the paddle boats are still out
- Review of capital improvement projects completed in 2018i
- Financials
  - Operating Bank Accounts - Northway OP – \$46,37463, MVSB OP - \$17,108.40 = \$63,483.03
  - Water Department – Bank Account \$3,819.63
  - Rec. Fund – Bank Account \$102,684.24 Friends of Campton MT \$ 28,849.22
- There was a review of some expense and the budget, it was decided that a budget meeting was needed. The budget meeting will be on January 8th at 11 am for the District, Rec will be Jan 9th at 11:30 am
- Long Term Planning - Decided to hold off
- Treasurer's Report
- New business



## Waterville Estates Village District Meeting January 4, 2019 Minutes

DRAFT

- Old business
  - Telephone pole in parking lot - not much has been accomplished Corey has been working hard on this
  - Weeping Birches Lane
  - Horizon Drive bond update- it was discussed that the District hold the bond instead of the town solely holding the bond.
- Next meeting will be will be decided on the 9th meeting
- Art made a motion to convened at 7:23 pm, Lloyd second
- The meeting was adjourned at

# Waterville Estates Village District Budget Meeting January 9, 2019 Meeting Minutes

DRAFT

Attendees: Lloyd, Art, Corey and Judy

Guest: Harry Bertino and Jim Murphy

Lloyd called the meeting to order at 3:02 pm

Lloyd inquire on how the Association budget meeting went the day before 1/8/19, Corey and Art gave an over view of the meeting.

The meeting started with looking at the cash flow and the unreserved fund balance for 2018, the cash flow looks to be tight for the next few years.

Capital projects were reviewed to see if any of the amounts could be adjusted then moved to the various line items in the general fund budget and the water department budget.

After examination it looks like there is a cash flow issue until the year 2024, this is with having the ski area contingency and the tax off set for the dues home vs lot change.

Various items were adjusted to including removing/ reducing the ski area off set to help the operating budget.

Art made a motion to adjourn to adjourn at 5:20 pm Lloyd second the motion

The next meeting will be on January 30<sup>th</sup> at 3 pm

## TREASURER'S REPORT as of FEBRUARY 5, 2019 ACCOUNT BALANCES

### **District Operating Accounts**

Northway Operating Account	346,939.42
<u>MVSB Operating Account</u>	<u>144,024.96</u>
Total Operating Accounts	490,964.38

### **Water Department Account**

Northway Operating Account	18,945.92
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### **Rec. Fund Operating Account**

Northway Operating Account	75,387.56
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### **Friends of Campton Mt**

Northway Operating Account	28,849.46
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## TREASURER'S REPORT as of FEBRUARY 5, 2019

### 2018 TAX COLLECTION

#### Thornton 2018 Taxes

Date Received	Check #	Principal	Interest	Balance Owed	Appropriation
7/23/2018	34222	110,194.02		214,495.98	324,690.00
10/31/2018	34538	39,961.98	97.25	174,534.00	
1/18/2019	34871	135,441.56		39,092.44	
1/18/2019	34816		1,485.25	39,092.44	
<b>Totals</b>		<b>285,597.56</b>	<b>1,582.50</b>	<b>39,092.44</b>	

#### Campton 2018 Taxes

Date Received	Check #	Principal	Interest	Balance Owed	Appropriation
6/14/2018	38483	\$5,324.40	\$0.00	\$1,064,630.60	\$1,069,955.00
7/10/2018	38599	\$300,708.95	\$0.00	\$763,921.65	
8/7/2018	38720	\$137,874.00	\$31.28	\$626,047.65	
9/19/2018	38869	\$9,739.55	\$104.83	\$616,308.10	
10/10/2018	38942	\$9,374.76	\$216.24	\$606,933.34	
11/20/2018	39116	\$5,161.05	\$184.12	\$601,772.29	
12/14/2018	39232	\$78,108.66	\$8.32	\$523,663.63	
1/18/2019	39360	\$428,149.00	\$466.78	\$95,514.63	
<b>Total</b>		<b>\$974,440.37</b>	<b>\$1,011.57</b>	<b>\$95,514.63</b>	

# WATERVILLE ESTATES VILLAGE DISTRICT 2018

## Income

	2018	budget	\$ Over Budget
1100.0 · WE Village District Income			
1106 · TAXES			
1105 · Campton Taxes			
1105.5 · Campton Interest	6,245.98		
1105.6 · Prior Campton Taxes	256,211.33		
1105.7 · Current YR Campton Taxes	543,720.28		
Total 1105 · Campton Taxes	806,177.59		
1106.6 · Thornton Taxes			
1106.4 · Thornton Interest	1,136.17		
1106.5 · Prior Thornton Taxes	81,563.33		
1106.7 · Current YR Thornton Taxes	150,156.00		
Total 1106.6 · Thornton Taxes	232,855.50		
Total 1106 · TAXES	1,039,033.09		
Total 1100.0 · WE Village District Income	1,039,033.09		

## 1300 · MISCELLANEOUSE REVENUES

1307 · Northway Interest	41.35		
1315 · Miscellaneous income	11.61		
1316 · Meredith Bank Interest	240.17		
Total 1300 · MISCELLANEOUSE REVENUES	293.13		

## Total Income

1,039,326.22

## Gross Profit

1,039,326.22

## Expense

2010 · Debt Service			
2010.23 · TAN Interest	1,247.17		
Total 2010 · Debt Service	1,247.17		

## 3000.0 · WE Village District Expenses

3315.1 · Cap - Paving	0.00	42,177.00	(42,177.00)
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# WATERVILLE ESTATES VILLAGE DISTRICT 2018

	2018	budget	\$ Over Budget
1100.0 · WE Village District Income			
1106 · TAXES			
1105 · Campton Taxes			
1105.5 · Campton Interest	6,245.98		
1105.6 · Prior Campton Taxes	256,211.33		
1105.7 · Current YR Campton Taxes	543,720.28		
Total 1105 · Campton Taxes	806,177.59		
1106.6 · Thornton Taxes			
1106.4 · Thornton Interest	1,136.17		
1106.5 · Prior Thornton Taxes	81,563.33		
1106.7 · Current YR Thornton Taxes	150,156.00		
Total 1106.6 · Thornton Taxes	232,855.50		
Total 1106 · TAXES	1,039,033.09		
Total 1100.0 · WE Village District Income	1,039,033.09		
1300 · MISCELLANEOUSE REVENUES			
1307 · Northway Interest	41.35		
1315 · Miscellaneous income	11.61		
1316 · Meredith Bank Interest	240.17		
Total 1300 · MISCELLANEOUSE REVENUES	293.13		
Total Income	1,039,326.22		

# WATERVILLE ESTATES VILLAGE DISTRICT 2018

	2018	budget	\$ Over Budget
Gross Profit	1,039,326.22		
Expense			
2010 · Debt Service			
2010.23 · TAN Interest	1,247.17		
Total 2010 · Debt Service	1,247.17		
3000.0 · WE Village District Expenses			
3315.1 · Cap - Paving	0.00	42,177.00	(42,177.00)
3316 · Capital Pres/ Growth & New			
3001.01 · G & N - Parking Expansion	0.00		
3315.08 · Cap - Ski Lif, Polls, Repining	0.00		
3315.10 · Cap - Exterior Ren. Fence (walls, paint finishes, exterior, recreation center)	1,383.36	5,000.00	(3,616.64)
3315.11 · Cap - Rec. Center Security Syst	14,651.57	16,000.00	(1,348.43)
3315.12 · Cap - Mens Locker Room Shower	57.47	8,000.00	(7,942.53)
3315.13 · Cap - Ladies Locker Room Floor	0.00	16,000.00	(16,000.00)
3315.14 · Cap - Repair Kitchen Floor	5,099.63	10,000.00	(4,900.37)
3315.15 · Cap - Dam Repairs	76,260.56	70,000.00	6,260.56
3315.16 · Cap - Repair Pool Floor	170.13	5,000.00	(4,829.87)
3315.17 · Cap - Septic System Pumps	0.00	15,005.00	(15,005.00)
3315.18 · Cap-Exterior Finish - Painting	135.74	15,000.00	(14,864.26)
3315.4 · Cap - Pool Cover Repair	168.99		
3315.6 · Cap - HVAC Repairs	3,565.05	20,000.00	(16,434.95)

# WATERVILLE ESTATES VILLAGE DISTRICT 2018

	2018	budget	\$ Over Budget
3316.16 · Cap - Expand/Upgrade Kitchens	0.00	0.00	0.00
3317 · Cap - Computer Replacement	7,369.95	3,300.00	4,069.95
Total 3316 · Capital Pres/ Growth & New	108,862.45	183,305.00	(74,442.55)
3316.2 · Rec Fund Contingency	0.00	68,611.00	(68,611.00)
3316.3 · One Time Rec. Funding	0.00		
3326 · Ski Area Operation Off Set	0.00	32,000.00	(32,000.00)
3400 · GENERAL GOVERNMENT			
2105.1 · WEVD Manager			
2105.01 · WEVD Admin	81,219.61	81,595.00	(375.39)
2105.02 · Assist Admin	62,479.76	58,571.00	3,908.76
Total 2105.1 · WEVD Manager	143,699.37	140,166.00	3,533.37
3200 · Employee Benefits			
2341 · Retirement Contribution	16,202.59	16,432.00	(229.41)
3200.1 · Other Deductible Reimbursements	0.00	16,850.00	(16,850.00)
3210 · Social Security	9,714.91	9,044.00	670.91
3211 · Medicare	2,611.26	2,109.00	502.26
3220 · Health Insurance	25,464.29	25,192.00	272.29
3231 · NH Unemployment	10.95	140.00	(129.05)
3240 · Workers Comp Ins	19,416.53	19,952.00	(535.47)



# WATERVILLE ESTATES VILLAGE DISTRICT 2018

	2018	budget	\$ Over Budget
3250 · Travel Reimbursement	175.50	136.00	39.50
3260 · Dental Ins	1,473.18	1,356.00	117.18
3270 · Health Reimbursement	6,935.56	7,156.00	(220.44)
3280 · Bonuses			
3281 · Payroll Taxes	746.21	789.00	(42.79)
3280 · Bonuses - Other	9,578.58	9,677.00	(98.42)
Total 3280 · Bonuses	10,324.79	10,466.00	(141.21)
Total 3200 · Employee Benefits	92,329.56	108,833.00	(16,503.44)
3336 · Cellular Phones	1,080.00	1,080.00	0.00
3405 · Commissioners Stipend & Expense	4,026.34	3,638.00	388.34
3410 · Accounting/Taxes/Audit	0.00	7,723.00	(7,723.00)
3415 · Legal / Consulting	11,091.20	12,935.00	(1,843.80)
3416 · Licenses/Fees	73.25		
3425 · Insurances	25,519.00	25,977.00	(458.00)
3430 · Telephones	1,429.74	1,539.00	(109.26)
3435 · Repeaters /Radios	0.00	1,591.00	(1,591.00)
3440 · Computer Services	5,714.94	4,398.00	1,316.94
3445 · Advertisements	50.55	55.00	(4.45)
3455 · Postage	662.42	721.00	(58.58)

# WATERVILLE ESTATES VILLAGE DISTRICT 2018

	2018	budget	\$ Over Budget
3456 · Uniforms	638.28	530.00	108.28
3810 · Bank/Finance Charge	510.00	1,099.00	(589.00)
6560 · Payroll Expenses	710.90	721.00	(10.10)
Total 3400 · GENERAL GOVERNMENT	287,535.55	311,006.00	(23,470.45)
3600 · Supplies			
3610 · Office Supplies	3,688.45	2,000.00	1,688.45
Total 3600 · Supplies	3,688.45	2,000.00	1,688.45
3800 · Taxes/Fees/Charges	1,886.67	1,374.00	512.67
Total 3000.0 · WE Village District Expenses	401,973.12	640,473.00	(238,499.88)
3310 · HIGHWAYS & STREETS			
2105.5 · Roads	42,735.28	74,005.00	(31,269.72)
2105.7 · Seasonal Plowing	9,755.30	9,537.00	218.30
2105.9 · Consulting	0.00	25,000.00	(25,000.00)
2105.99 · Contractor Plowing	28,817.50	16,481.00	12,336.50
2106.1 · Payroll Taxes	3,903.34	6,473.00	(2,569.66)
2106.2 · Health Insurance	8,431.97	8,342.00	89.97
2106.3 · Dental Insurance	736.59	678.00	58.59
2106.4 · Retirement	4,864.03	4,660.00	204.03
2106.5 · Travel Expense	320.49	400.00	(79.51)

# WATERVILLE ESTATES VILLAGE DISTRICT 2018

	2018	budget	\$ Over Budget
2106.6 · Cell Phone	300.00	300.00	0.00
3310.11 · Misc Material & Supplies	2,868.49	18,690.00	(15,821.51)
3310.2 · Calcium/Magnesium Chloride	0.00	3,183.00	(3,183.00)
3310.3 · Cold Patch	2,816.35	2,748.99	67.36
3310.4 · Roadside Mowing/Sweeping	6,050.00	4,398.00	1,652.00
3310.5 · Culvert Expense	3,470.00	2,199.00	1,271.00
3310.6 · Road Sand & Salt	18,556.14	18,035.00	521.14
3310.8 · Equipment Rental	3,939.59	3,848.00	91.59
3310.9 · Equipment Repair	1,092.27	1,374.00	(281.73)
3315.2 · Misc. Projects	431.07	3,298.00	(2,866.93)
3351 · Diesel Fuel	17,820.54	21,988.00	(4,167.46)
3352 · Plow Gear & Sanders	9,489.10	4,244.00	5,245.10
3353 · Oil & Filters	777.32	550.00	227.32
3354 · Maintenance & Tune-ups	99.80	5,305.00	(5,205.20)
3355 · Osh Kosh Repairs	0.00	2,199.00	(2,199.00)
3356 · Truck Repairs	9,541.94	6,365.00	3,176.94
3357 · Back Hoe Repair	2,113.55	7,426.00	(5,312.45)
3359 · Body Maintenance	0.00	110.00	(110.00)
3360 · Tires	0.00	3,713.00	(3,713.00)
3361 · Shop supplies	5,992.80	4,398.00	1,594.80
3362.1 · Small Tools/Equipment	7,716.48	3,713.00	4,003.48

## WATERVILLE ESTATES VILLAGE DISTRICT 2018

	2018	budget	\$Over Budget
3362.2 · Large Equipment/Tools	5,829.99	1,485.00	4,344.99
3367 · Grader Repairs	0.00	3,298.00	(3,298.00)
3511 · Shop Electricity	2,588.38	3,298.00	(709.62)
8921 · Shop Heat	1,661.62	3,183.00	(1,521.38)
Total 3310 · HIGHWAYS & STREETS	202,719.93	274,924.99	(72,205.06)
3320 · WATER DIST & TREATMENT			
3402 · Contribution to Water Dep	81,186.59		
3320 · WATER DIST & TREATMENT - Other	0.00		
Total 3320 · WATER DIST & TREATMENT	81,186.59		
3350 · PUBLIC SAFETY			
3320.4 · Alarm, Fire & Water	4,413.16	4,398.00	15.16
3363 · Safety Supplies	2,567.11	1,704.00	863.11
4030 · Fire & Security	8,270.11	7,696.00	574.11
Total 3350 · PUBLIC SAFETY	15,250.38	13,798.00	1,452.38
3500 · CULTURE & RECREATION			
2105.6 · Building Wages	66,331.37	46,434.00	19,897.37
2107.1 · Payroll Taxes	4,768.74	3,632.00	1,136.74
2107.2 · Health Insurance	8,431.97	8,342.00	89.97
2107.3 · Dental Insurance	736.59	678.00	58.59
2107.4 · Retirement	4,838.65	4,352.00	486.65
2107.5 · Travel	236.90	219.00	17.90

## WATERVILLE ESTATES VILLAGE DISTRICT 2018

	2018	budget	\$ Over Budget
2107.6 · Cell Phone	300.00	300.00	0.00
3031 · Ski Area Insurance	9,999.00	18,025.00	(8,026.00)
3032 · Snowcat Repairs & Maint	18,580.38	20,861.00	(2,280.62)
3033 · Ski Area Repiars and Maintenanc	35,768.95	11,000.00	24,768.95
3501 · Building Infrastructure	26,357.54	29,705.00	(3,347.46)
3502 · Employee Training	788.48	323.00	465.48
3520 · Kitchen Equipment Repairs	1,147.96	5,000.00	(3,852.04)
4060 · Pool Repair & Maint	10,291.75	5,112.00	5,179.75
4061 · Building Equipment Repairs	20,233.16	15,000.00	5,233.16
8680 · Maintenance Supplies	5,003.18	3,000.00	2,003.18
8911 · Outdoor Lighting	1,418.94	743.00	675.94
8912 · Building Elec	65,617.47	64,890.00	727.47
8920 · building heat	49,537.96	65,920.00	(16,382.04)
Total 3500 · CULTURE & RECREATION	330,388.99	303,536.00	26,852.99
Total Expense	1,032,766.8	1,232,731.99	(199,965.81)
Net Ordinary Income	6,560.04	(1,232,731.99)	1,239,292.03

## WATER DEPARTMENT 2018

		2018	Budget	\$Over Budget
Income				
3300 · Water Fee	100,783.96	102,600.00		-1,816.04
3302 · Interest Income	1.49			
3401 · Finance Charges	594.65			
3402 · Contribution from General Fund	81,186.59			
Total Income	182,566.69	102,600.00		79,966.69
Gross Profit	182,566.69	102,600.00		79,966.69
Expense				
2010 · Debt Service				
2010.20 · Water Upgrade Principle	37,081.46	37,081.00		0.46
2010.21 · Water Upgrade Interest	1,846.80	1,839.00		7.80
Total 2010 · Debt Service	38,928.26	38,920.00		8.26
2011 · Growth & New				
2011.1 · G & N - New Wells	4,397.87	53,550.00		-49,152.13
Total 2011 · Growth & New	4,397.87	53,550.00		-49,152.13
3320 · Water Dist & Treatment				
3320.2 · System Repairs,Materials,Supply	34,786.70	42,628.00		-7,841.30
3320.3 · Water Testing - DES	1,088.00	2,502.00		-1,414.00
3320.5 · Leak Repairs	6.50	16,974.00		-16,967.50
3320.6 · Water Treatment Chemicals	3,917.44	8,795.00		-4,877.56

## WATER DEPARTMENT 2018

		2018	Budget	\$Over Budget
3320.7 · Engineering	260.00		7,957.00	-7,697.00
3320.8 · Equipment Rental	0.00		1,099.00	-1,099.00
3321 · Telemetry	6,288.16		8,487.00	-2,198.84
3325.2 · Misc. Projects	0.00		8,487.00	-8,487.00
3465 · Subscriptions/ Dues	1,113.08		1,374.00	-260.92
3510 · Water System Electricity	83,703.42		70,040.00	13,663.42
3540 · Water System Propane	0.00		605.00	-605.00
3541 · Generator Maintenance	5,437.01		5,305.00	132.01
3830 · Licenses/fees/education	820.55		1,539.00	-718.45
3320 · Water Dist & Treatment - Other	756.25			
Total 3320 · Water Dist & Treatment	138,177.11		175,792.00	-37,614.89
Total Expense	181,503.24		268,262.00	-86,758.76
Net Income	1,063.45		-165,662.00	166,725.45

## REC. FUND 2018

	2018	Budget	\$Over Budget
Income			
9000.1 · Facility Rental	372,000.00	372,000.00	0.00
9000.2 · Facility Services	37,586.09	35,000.00	2,586.09
9000.3 · Tax Supplement Income	0.00	68,611.00	-68,611.00
9000.4 · Ski Area Offset	0.00	32,000.00	-32,000.00
9000.5 · Bank Interest	11.21	10.00	1.21
9001 · Recreation Income			
9001.01 · CC Processing Fee Income	258.21		
9001.3 · Vending - Games	499.25	800.00	-300.75
9001.4 · Vending - Soda	697.45	800.00	-102.55
9001.5 · Vending - Snacks	249.00	100.00	149.00
9001.6 · GM Income	5,173.29	2,000.00	3,173.29
9001.7 · Tanning	250.92	250.00	0.92
9001.8 · Misc. Income	523.02	50.00	473.02
9001.9 · Movie Rental	39.00	50.00	-11.00
Total 9001 · Recreation Income	7,690.14	4,050.00	3,640.14
9002 · Food & Beverage Income			
9002.1 · Soda & Non Alocoholic Bev Income	5,420.77	5,820.00	-399.23



## REC. FUND 2018

		2018	Budget	\$Over Budget
9002.2 · Food Income	38,768.40	37,939.00	829.40	
9002.3 · Liquor Income	54,102.58	49,843.00	4,259.58	
9002.4 · Beer Income	46,879.14	30,725.00	16,154.14	
9002.5 · Wine Income	6,768.84	6,246.00	522.84	
Total 9002 · Food & Beverage Income	151,939.73	130,573.00	21,366.73	
9003 · Campton Mt. Income				
9003.1 · Campton Mt. Fund Raiser	14,905.00	8,000.00	6,905.00	
9003.2 · Ski Tickets	29,055.08	36,500.00	-7,444.92	
9003.3 · Ski Lessons	250.00			
9003.4 · Food	49,937.94	36,000.00	13,937.94	
9003.5 · Non Alcohol Beverages	5,150.74	2,000.00	3,150.74	
9003.6 · Liquor	34,010.51	16,000.00	18,010.51	
9003.7 · Beer	37,512.50	22,000.00	15,512.50	
9003.8 · Wine	10,145.62	5,000.00	5,145.62	
9003.9 · Campton Mt. Bank Interest	2.59			
Total 9003 · Campton Mt. Income	180,969.98	125,500.00	55,469.98	
9004 · Events & Functions Income				
9004.1 · Events Income	2,496.00	6,000.00	-3,504.00	
9004.2 · Catering & Function Income				

## REC. FUND 2018

	2018	Budget	\$Over Budget
9004.01 · Room Rental	5,625.00	6,000.00	-375.00
9004.02 · General Income	58,117.55	80,000.00	-21,882.45
9004.03 · Wedding Vendor Debt	0.00		
9004.04 · Food	55,663.67	79,000.00	-23,336.33
9004.05 · Beer	11,945.56	9,000.00	2,945.56
9004.06 · Liquor	9,788.45	19,900.00	-10,111.55
9004.07 · Wine	4,006.07	6,000.00	-1,993.93
9004.08 · Non Alcohol Beverages	347.17	390.00	-42.83
9004.09 · Wedding CC Processing Fee	0.00	12.00	-12.00
Total 9004.2 · Catering & Function Income	145,493.47	200,302.00	-54,808.53
Total 9004 · Events & Functions Income	147,989.47	206,302.00	-58,312.53
Total Income	898,186.62	974,046.00	-75,859.38
Cost of Goods Sold			
9005 · Cost of Goods Sold			
9005.01 · Special Events - Comped Food	0.00	400.00	-400.00
9005.02 · Events Food	0.00	60.00	-60.00
9005.03 · Campton Mt. Fund Raiser Food	1,573.03	1,100.00	473.03
9005.04 · General Merchandise	7,158.31	500.00	6,658.31

## REC. FUND 2018

	2018	Budget	\$Over Budget
9005.06 · Vending - Soda	410.28	1,500.00	-1,089.72
9005.07 · Food	41,156.09	26,000.00	15,156.09
9005.08 · Non Alcohol Beverages	9,457.06	4,500.00	4,957.06
9005.09 · Beer	27,376.59	18,500.00	8,876.59
9005.10 · Liquor	27,019.16	21,000.00	6,019.16
9005.11 · Wine	9,168.80	6,800.00	2,368.80
9005.12 · Bar Supplies	3,608.43	5,000.00	-1,391.57
9005.13 · Catering & Functions			
9005.14 · Food	14,859.01	30,000.00	-15,140.99
9005.15 · Bar Supplies	71.45	150.00	-78.55
9005.16 · Other Supplies	95.38	100.00	-4.62
Total 9005.13 · Catering & Functions	15,025.84	30,250.00	-15,224.16
Total 9005 · Cost of Goods Sold	141,953.59	115,610.00	26,343.59
Total COGS	141,953.59	115,610.00	26,343.59
Gross Profit	756,233.03	858,436.00	-102,202.97
Expense			
9101 · Business Expenses			
9101.01 · Rec. Admin Wages			
9101.02 · Admin Wages	26,105.08	27,560.00	-1,454.92
9101.03 · Workman Comp	2,419.53	2,200.00	219.53

## REC. FUND 2018

	2018	Budget	\$Over Budget
9101.05 · Travel	630.35	500.00	130.35
9101.06 · Employee Education	0.00	100.00	-100.00
Total 9101.01 · Rec. Admin Wages	31,202.03	30,925.00	277.03
9101.07 · Copier Lease	1,478.59	3,120.00	-1,641.41
9101.08 · Dues & Subscriptions	1,005.92	2,000.00	-994.08
9101.09 · Office Supplies	3,927.02	6,000.00	-2,072.98
9101.10 · Finance Charges	15,485.12	11,000.00	4,485.12
9101.11 · Licenses & Fees	5,807.35	4,000.00	1,807.35
9101.12 · Misc. Expenses	1,100.27	2,000.00	-899.73
9101.13 · Telephone	5,727.46	4,500.00	1,227.46
9101.14 · Internet Access	3,245.31	3,000.00	245.31
9101.15 · Advertising	209.96	200.00	9.96
9101.16 · Postage	863.44	1,000.00	-136.56
9101.17 · Computer Support	9,694.99	9,000.00	694.99
9101.18 · Computer Supplies	671.63	1,000.00	-328.37
9101.19 · Cable	2,335.32	2,000.00	335.32
9101.20 · Payroll Fee	1,509.00	1,200.00	309.00
Total 9101 · Business Expenses	84,263.41	80,945.00	3,318.41

## REC. FUND 2018

	2018	Budget	\$Over Budget
9200 · Infrastructure Expenses			
9200.0 · Infrastructure Wages			
9200.01 · Cleaning Wages	75,233.96	75,839.00	-605.04
9200.02 · Grounds Wages	11,312.34	12,917.00	-1,604.66
9200.03 · Payroll Taxes	6,481.10	6,902.00	-420.90
9200.04 · Health Insurance	8,431.97	8,342.00	89.97
9200.05 · Dental Insurance	736.59	678.00	58.59
9200.06 · Retirement	3,542.06	3,848.00	-305.94
9200.07 · Travel	176.60	100.00	76.60
9200.08 · Cell Phone	300.00	300.00	0.00
9200.09 · Employee Education	0.00	100.00	-100.00
9200.10 · Criminal Record	75.00	75.00	0.00
Total 9200.0 · Infrastructure Wages	106,289.62	109,101.00	-2,811.38
9200.11 · Equipment Rental	0.00	200.00	-200.00
9200.12 · Cleaning Supplies	5,977.53	6,000.00	-22.47
9200.13 · Pool Chemicals & Supplies	21,589.99	20,000.00	1,589.99
9200.14 · Other Supplies	859.50	2,000.00	-1,140.50
9200.16 · Pool & Spa Inspection	0.00	250.00	-250.00
9200.18 · Carpet Cleaning	1,510.00	100.00	1,410.00

## REC. FUND 2018

	2018	Budget	\$Over Budget
9200.19 · Pest Control	378.93	600.00	-221.07
9200.20 · Landscaping	5,107.56	5,000.00	107.56
9200.21 · Trash Removal	7,885.13	5,100.00	2,785.13
9200.22 · Outdoor Repairs & Maintenance	376.96	700.00	-323.04
9200.23 · Paddle Boat Repairs	257.20	650.00	-392.80
Total 9200 · Infrastructure Expenses	150,232.42	149,701.00	531.42
9300 · Campton Mt. Expenses			
9300.01 · Ski Area Wages			
9300.02 · Ski Bartender Wages	11,195.66	8,420.00	2,775.66
9300.03 · Cook Wages	25,838.62	15,139.00	10,699.62
9300.04 · Lifties & Patrol Wages	23,032.26	18,923.00	4,109.26
9300.05 · Trail Grooming Wages	2,662.25	3,640.00	-977.75
9300.06 · Ski Instructor Commission	25.00		
9300.07 · Payroll Taxes	6,403.14	3,692.00	2,711.14
9300.08 · Criminal Record	150.00	300.00	-150.00
9300.1 · Ski Cleaning Wages	543.46	1,559.00	-1,015.54
Total 9300.01 · Ski Area Wages	69,850.39	51,673.00	18,177.39
9300.10 · Building Heat	5,165.51	5,000.00	165.51
9300.12 · Cable & Internet	3,862.53	3,000.00	862.53
9300.13 · Bar Supplies	908.33	800.00	108.33

## REC. FUND 2018

	2018	Budget	\$Over Budget
9300.14 · Kitchen Supplies	6,180.28	2,500.00	3,680.28
9300.15 · Cleaning Supplies	2,095.20	2,000.00	95.20
9300.16 · Fund Raising Expenses	7,117.54	5,000.00	2,117.54
9300.17 · Misc. Expenses	15,352.97	2,000.00	13,352.97
9300.18 · Mowing	2,200.00	2,400.00	-200.00
9300.19 · Inspections	937.60	2,000.00	-1,062.40
9300.20 · Tickets	535.55	2,000.00	-1,464.45
9300.21 · Trash Removal	7,362.66	5,000.00	2,362.66
9300.23 · Web Hosting	1,878.00	400.00	1,478.00
9300.24 · Groomer Diesel	2,772.08		
9300.25 · Electric	15,479.02	15,000.00	479.02
9300.26 · Snowmobile Maintenance	329.24		
Total 9300 · Campton Mt. Expenses	142,026.90	98,773.00	43,253.90
9500 · Lounge Expenses			
9500.01 · Lounge Wages			
9500.0. · Summer Recreation Person	1,230.20	7,000.00	-5,769.80
9500.02 · F & B & F Admin Wages	19,175.16	22,313.00	-3,137.84
9500.03 · E & F Assistant	1,132.69	9,600.00	-8,467.31
9500.04 · Bar Admin Wages	5,903.40	6,960.00	-1,056.60

## REC. FUND 2018

	2018	Budget	\$Over Budget
9500.05 · F & B General Support	1,710.53	2,000.00	-289.47
9500.06 · Bartenders	8,632.56	11,400.00	-2,767.44
9500.07 · Kitchen Wages	29,235.21	46,460.00	-17,224.79
9500.08 · Pool Side Servers	879.53	2,340.00	-1,460.47
9500.09 · Event Staff	1,136.20	2,020.00	-883.80
9500.10 · Health Insurance	19,644.54	25,025.00	-5,380.46
9500.11 · Dental Insurance	1,755.63	2,034.00	-278.37
9500.12 · Retirement	9,027.82	12,634.00	-3,606.18
9500.13 · Payroll Taxes	7,281.54	10,536.00	-3,254.46
9500.14 · Cell Phone	700.00	900.00	-200.00
9500.15 · Employee Education	0.00	750.00	-750.00
9500.16 · Criminal Record	200.00	200.00	0.00
9500.17 · Travel	1,191.40	1,500.00	-308.60
Total 9500.01 · Lounge Wages	108,836.41	163,672.00	-54,835.59
9500.19 · Comped & House Charges	292.31	400.00	-107.69
9500.20 · Waste Product	2,014.47	1,500.00	514.47
9500.21 · Bar Supplies	2,384.98	4,000.00	-1,615.02
9500.22 · Kitchen Supplies	3,005.46	6,000.00	-2,994.54



## REC. FUND 2018

	2018	Budget	\$Over Budget
9500.24 · Casual Labor	0.00	300.00	-300.00
9500.25 · Meals Tax	30,122.00	29,328.00	794.00
9500.26 · Entertainment	20,150.00	18,000.00	2,150.00
9500.27 · Event Expenses	9,884.76	12,000.00	-2,115.24
9500.28 · Lounge Supplies	3,546.36	2,400.00	1,146.36
9500.29 · Laundry & Uniforms	7,829.54	9,000.00	-1,170.46
9500.30 · Rec. Supplies	989.29	2,000.00	-1,010.71
9501 · Catering & Function			
9501.01 · Catering & Function Staff	16,530.84	32,070.00	-15,539.16
9501.02 · Payroll Taxes	2,907.10	3,762.00	-854.90
9501.03 · Catering & Function Expenses	6,935.67	19,000.00	-12,064.33
9501.04 · Wedding Commission	6,610.55	11,000.00	-4,389.45
9501.05 · Function Rental Expenses	3,944.50	9,750.00	-5,805.50
9501.06 · Advertisement	16,674.03	10,000.00	6,674.03
9501.07 · Web Hosting	5,350.99	400.00	4,950.99
9501.08 · Catering/Function Vendor	46,133.30	60,000.00	-13,866.70
9501.09 · Wedding Coordinator Allowance	2,198.84	1,800.00	398.84
Total 9501 · Catering & Function	107,285.82	147,782.00	-40,496.18
Total 9500 · Lounge Expenses	296,341.40	396,382.00	-100,040.60

## REC. FUND 2018

	2018	Budget	\$Over Budget
9600 · Front Desk Expenses			
9600.01 · Front Desk Wages			
9600.02 · Front Desk	67,717.69	74,810.00	-7,092.31
9600.03 · Payroll Taxes	5,470.22	5,798.00	-327.78
9600.04 · Travel	0.00	50.00	-50.00
9600.05 · Criminal Record	0.00	50.00	-50.00
9600.06 · Cell Phone	300.00	300.00	0.00
Total 9600.01 · Front Desk Wages	73,487.91	81,008.00	-7,520.09
9600.07 · Purchased Movies	0.00	25.00	-25.00
9600.08 · Front Desk Expense	1,122.38	15,000.00	-13,877.62
Total 9600 · Front Desk Expenses	74,610.29	96,033.00	-21,422.71
Total Expense	747,474.42	821,834.00	-74,359.58
Net Income	8,758.61	36,602.00	-27,843.39

## Waterville Estates Village District Warrant Articles

February 12, 2019 Meeting Minutes

Attendees: Lloyd Willey, Art Marks, Ten Kunz, Judy Kinney, Corey Smith and Andy Griffiths via phone

Guest: Harry Bertino, Jim Murphy

Lloyd called the meeting to order at 9:07 am

There was an over viewed of the rules for the warrant articles.

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**Article 1      To choose one Commissioner for the three- year term**

To choose one Commissioner for the three-year term: Clerk and Treasurer for the ensuing year

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**Article 2      To see if the Village District will raise and appropriate need to add article 4 and 1. Lloyd does not anticipate the paving to take longer then a year to complete**

To see if the Village District will vote to raise and appropriate the sum of One Million Three Hundred Seventy-Nine Thousand One Hundred Thirty Dollars (\$1,379,130) for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. Commissioner recommend

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**Article 3      To raise and appropriate for interdepartmental**

To see if the Village District will vote to raise and appropriate the sum of Three Hundred Ninety-Eight Thousand Seven Hundred Fifty-Eight Dollars (\$398,758) for the interdepartmental water department operations. With an off set of One Hundred Two Thousand Dollars (\$102,000) from water fee. Commissioners recommend

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**Article 4      To appropriate for the purpose of capital paving This article will be included in article 2**

To see if the Village District will vote to raise and appropriate the sum of Fifty-Eight Thousand Dollars (58,000) for the purpose of non-lapsing paving projects. This special article is a special warrant article per RSA 32:3 VI (d) and RSA 32:7 V. The Commissioners recommend this appropriation. (Majority vote required).

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**Article 4    To raise and appropriate for recreational center improvements**

To see if the Village District will vote to raise and appropriate the sum of One Hundred Eighty-Six Thousand Nine Hundred Fourteen Dollars (\$186,914) for the purpose of non-lapsing 3 years recreational projects. This special article is a special warrant article per RSA 32:3 VI (d) and RSA 32:7 V. The Commissioners recommend this appropriation. Majority voted

Some wording was changed  
The commission would like to have a sheet detailing the amounts in this article

Art made a motion to recommend article 1-4 as corrected and Lloyd second

The meeting then moved to the items that were left from the February 8<sup>th</sup> meeting.

The Commissioners reviewed the audit cost and the email response from Scott to Corey's request for more information. Discussion followed

Horizon Drive's bond and Weeping Birches Lane were discussed

Art made a motion to adjourn to executive session to speak to the Village District's attorney at 11:15 am, Lloyd second the motion

The meeting re-convened at 11:31 am

Art made a motion to adjourned the meeting at 11:32 am, Lloyd second

Next meeting February 19, 2019 at 9 AM



Waterville Estates Village District February 19, 2019

## Meeting Minutes

Attendees: Art Marks, Lloyd Willey, Ted Kunz, Judy Kinney and Corey Smith

Lloyd called the meeting to order at 9:15 am

Corey went through the warrant articles a discussion of the language in the warrant was discussed

An over view the budget was done with discussion of how it will be shown to the voters

Lloyd would like the 2018 appropriation shown for the annual meeting – the 2018 appropriation will be highlighted

It was decided to meet with the moderator before the annual meeting so the moderator understands the warrant articles

Article 1) A call to legal was made in regards to the yes or no on warrant article one was made, legal said it does not need to be there. The yes and no box for this article will not be shown

Article 2) will be presented after three and four have been discussed.

Article 3) reviewed, no discussion followed

Article 4) Art made a motion to have a special non-lapsing warrant article, Lloyd second. All in favor

The commissioners have reviewed the budget and warrant articles and have approved.

Art made a motion to accept the warrant articles as presented, Lloyd second.

Corey is concerned that there is a 30k that isn't being picked up for new growth, discussion followed. The budget was adjusted to have an adjustment for new growth so that the new growth amount is picked up.

Art made a motion to change article 2 change – appropriations to 1,170,372, Lloyd second the motion

Lloyd closed the meeting at 10:56 AM

Waterville Estates Village District Meeting Minutes  
March 16, 2019

Attendees: Art Marks, Lloyd Willey, Andy Griffiths, Judy Kinney, Alison Wilder (clerk), Ted Kunz (treasurer), Corey Smith

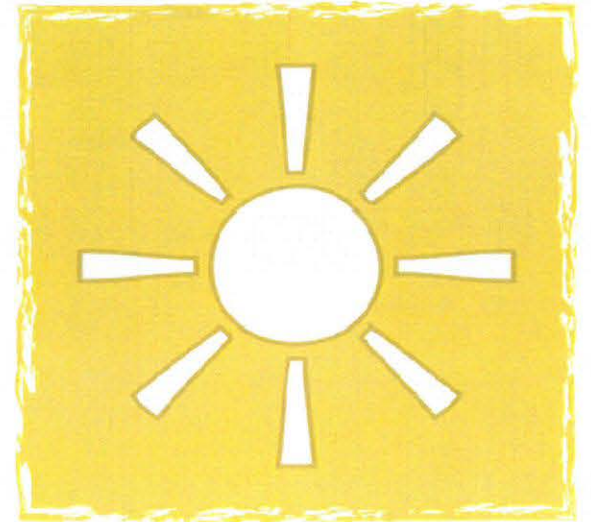
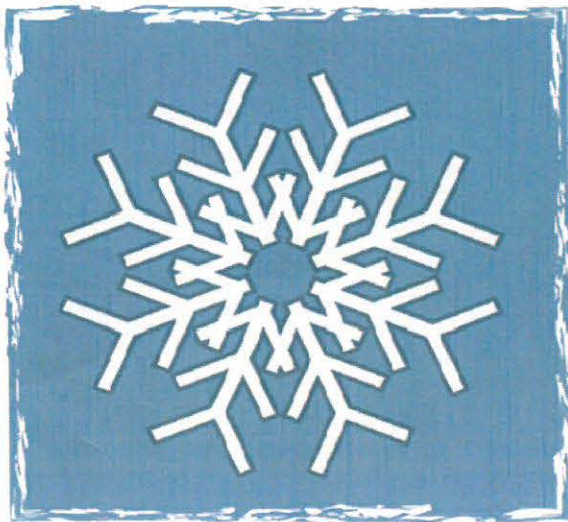
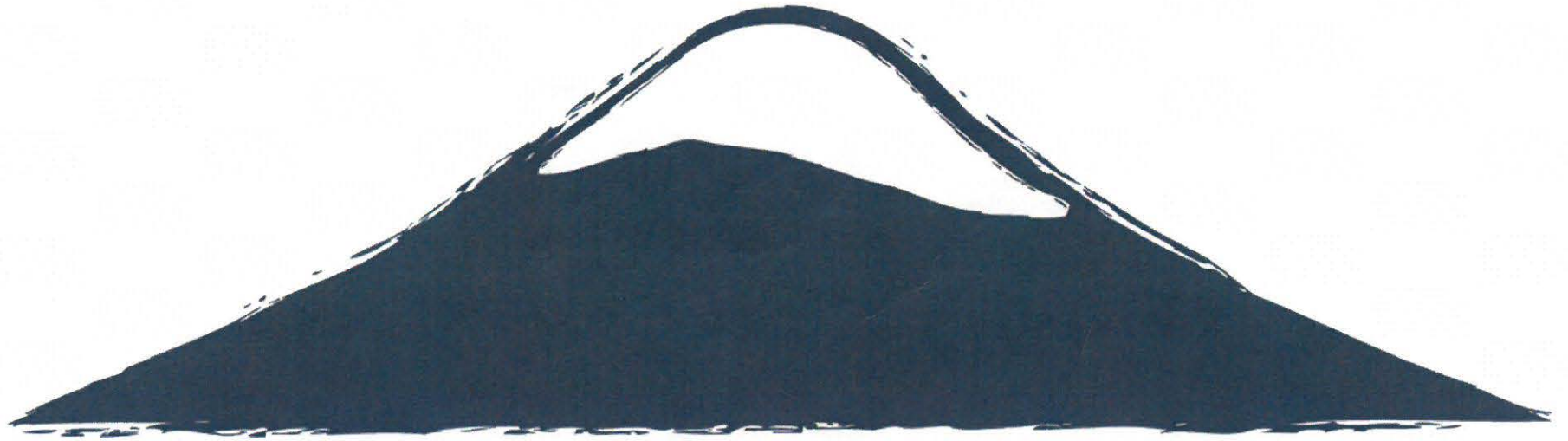
- Sam called meeting to order at 9:12am
- Review of 2018 budget vs. actual (Corey Smith)
  - Income: all but \$58K of taxes from Campton; all but \$39K from Thornton
  - Expenses: \$199K under budget
    - budget surplus - adjustment for cashflow issue
    - the nature of the issue was questioned by attendees and answered by management and commissioners
    - Question from an attendee regarding the cost of the most recent audits, and the discrepancy between the two most recent audits.
- Structure and long-term planning (Lloyd Willey)
  - Mr. Willey summarized his last ten years with the commission.
    - Accomplishments include improved finances, improved roads, resurrection of ski area, dam updates, improved town relations.
    - Ongoing challenges include staffing, priority of use for facilities.
    - Proper management requires 1) good management team, 2) community input.
  - How does structure need to change over time, vis a vis the relationship between the WEA and the Village District?
  - Mr. Willey thanked the community for the opportunity to be part of WE.
  - Mr. Willey received a standing ovation for his service.
  - Mr. Smith discussed the history of major problems in WE, esp. roads and water, which have largely been addressed after years of neglect. The next major project is the community center.
  - Attendee brought up the difference in renters vs. owners vs. residents, and questioned the responsibility of the Commission to serve each group.
  - Attendee questioned how the acceptance of gifts (specifically, the CIF) and land from the WEA to the Commission works with regard to input from voters. The District is able to accept those gifts per a Warrant that was passed.
- Warrant Article I Election of officers
  - Election of one commissioner
    - **Sean** Toll made a motion to run for commissioner.
    - Lynn Willey seconded the motion.
    - An attendee brought up a potential conflict of interest in Mr. Toll acting as both a WEA board member and a district commissioner, and asked Mr. Toll whether he will resign from the WEA board if elected.
    - Ms. Ciaston points out that serving on both the Commission and the Board is legal and doesn't violate Association bylaws.
    - An attendee asks whether there is infrastructure to deal with conflicts of interest. Mr. Marks answers that board members are able to abstain from voting if they feel a potential conflict of interest. Legally, there is no infrastructure. There are policies in place on both sides, but no District bylaws.

- Mr. Marks points out that only one Commissioner can serve on the Board, as multiple Commissioners meeting together automatically makes a District meeting.
- Mr. Toll says that, if everyone agrees that there is a potential for conflict of interest, he'll resign from the Board if elected to the Commission.
- Matt Smith says that, if Mr. Toll doesn't agree to resign from the Board if elected to the Commission, he will run for the Commission against Mr. Toll.
- Mrs. Willey argues that there is benefit to having a single person serve as both a Board member and Commissioner.
- Matt Smith made a motion to run for Commissioner. It was seconded by another attendee.
- Mr. Toll says that he will step off the WEA Board if elected as a Commissioner.
- Motion was made and seconded to give each candidate the floor to discuss their own interests.
  - Matt Smith doesn't believe that he should benefit at the expense of any other type of homeowner.
  - Mr. Smith withdraws from the commissioner election.
  - Mr. Toll wants to bring his skills in finance and planning to the Commission.
- Ms. Ciaston called for a vote.
- Mr. Toll won by unanimous vote and will serve as District Commissioner.
- Election of clerk
  - Mr. Matt Smith made a motion to run for clerk. The motion was seconded. By unanimous vote, Mr. Smith will serve as clerk.
- Election of treasurer
  - Mr. Matt Smith nominated Mr. Kunz for treasurer. The motion was seconded. By unanimous vote, Mr. Kunz will continue to serve as treasurer.
- Swearing in of officers
  - Ms. Kinney swore in the clerk, treasurer, and new Commissioner.
- Review and passage of Warrant Article 3 for the 2019 Water Department budget
  - Mr. Marks made a motion that we accept Article 3. Mr. Griffiths seconded.
  - Ross (attendee) asked about the storage tank liner at Ski Bowl. Mr. Smith clarified that that capital item has already been completed. The primary purpose of that tank is to distribute water to households.
  - An attendee asked whether the December water shortage had to do with snowmaking. Corey Smith said that the two were not related.
  - Mark (attendee) asked whether the proposed Warrant articles require a tax rate increase. Corey Smith said that these articles have no effect on the tax rate.
  - Stan Bujowski (attendee) asked for clarification on 'Water Elements' line item on p. 25. Mr. Smith clarified that it's the summary of the two items above ('New Wells' and 'Total Water Elements.')
  - Mr. Bujowski asked for further clarification on the 'Telemetry' item on the same page. Mr. Smith said that telemetry is more sophisticated now than it was 5 years ago.
  - Ross (attendee) asked whether there were reserves for water. Mr. Smith explained that there is an unreserved fund balance for use if necessary.
  - An attendee asked if there is a long-term planning document available for water systems. Mr. Smith said that it's not made available at meetings, but is happy to provide those documents.



- Ned (attendee) objects to using the water system for making snow. He made a motion to amend the Warrant to exclude snowmaking from the public water service. Ross seconded the motion.
- Proposed: Amended Warrant 3:
  - To raise and appropriate for interdepartmental
  - To see if the Village District will vote to raise and appropriate the sum of Three Hundred Ninety-Eight Thousand Seven Hundred Fifty-Eight Dollars (\$398,758) for the interdepartmental water department operations, and to exclude snowmaking from the public water service. With an off set of One Hundred Three Thousand Two Hundred Dollars (\$103,200) from water fee. Commissioners recommended.
- 20 vote in favor of amendment, 9 opposed. Amendment carries.
- Motion was made and seconded for further discussion of Warrant Article 3.
  - Attendee asked about financing for the cost of the new water system. Lloyd clarified that the Commission is always weighing the options for financing.
  - Ross (attendee) asked whether the new well falls to WEA as a capital improvement project. Corey said that the answer to that is unclear, and that the District accounts for both the possibility that the WEA will pay, and that they won't.
- A motion and second for closing discussion were made. A vote to close discussion passed.
- 24 voted in favor of the Warrant, 4 opposed to Warrant. Warrant Article 3 passed.
- Review and passage of Warrant Article 4 for the 2019 Recreational Improvements
  - Mr. Toll moved to approve the Warrant. The motion was seconded.
  - Warrant Article 4 was unanimously approved.
  - Warrant Article 4 passed.
- Review and passage of Warrant Article 2 for the 2019 Operation Budget
  - A motion was made and seconded for discussion.
  - An attendee asked how the article affects the current tax rate. Corey said that there is no increase except inflation. This holds true across all proposed Warrants.
  - A motion was made and seconded to end discussion.
  - Warrant Article 2 passed unanimously.
- Old business
  - Mr. Marks wanted to publicly recognize Mr. Willey again for his service, particularly with regard to the roadway improvements and relations with the towns.
- Review, Corrections and approval of February 8, 12, & 19 meeting minutes
  - Mr. Griffith made a motion to approve all three meeting minutes. Mr. Marks seconded. The Commission approved the minutes.
- Resident Input
  - Ross requested that the dates for Commission meetings could be emailed as soon as the meetings are scheduled, as well as the Thursday before the meetings. It's suggested that an email list for only interested parties be created, and that the meetings will be added to the website calendar early.
  - One homeowner is concerned about single-bedroom rentals for low prices (e.g. \$25, \$50/night) via short-term rental sites like AirBNB. Mr. Marks discussed laws proposed at the state level to eliminate short-term rentals.
- The next meeting is set for Friday, April 26th at 5pm.
- Adjournment

- Andy Griffiths moved to adjourn. Art Marks seconded. Motion passed. Meeting is adjourned.



**WATERVILLE ESTATES**



# WATERVILLE ESTATES VILLAGE DISTRICT ANNUAL MEETING MARCH 16, 2019 AGENDA

- I. Pledge of allegiance
- II. Introduction of officers
- III. Meeting called to order at 9 AM
- IV. Review of 2018 budget vs. actual
- V. Structure and long- term planning
- VI. Warrant Article 1 Election of officers
  - A. Election of One Commissioner
  - B. Election of Clerk
  - C. Election of Treasurer
- VII. Swearing in of Officers
- VIII. Review and passage of Warrant Article 3 for the 2019 Water Department budget
- IX. Review and passage of Warrant Article 4 for the 2019 Recreational Improvements
- X. Review and passage of Warrant Article 2 for the 2019 Operation Budget
- XI. Old Business
- XII. Review, Corrections and approval of February 8, 12 & 19 meeting minutes
- XIII. Resident Input
- XIV. Adjournment



# WATERVILLE ESTATES VILLAGE DISTRICT ANNUAL MEETING MARCH 16, 2019 AGENDA

2

## **Waterville Estates Village District Board Meeting Policy**

The commissioners will continue to post an agenda at least 48 hours prior to holding meetings.

You may request to be placed on the agenda:

Request must be submitted to Judy Kinney or Corey Smith at least 10 days prior to a scheduled meeting.

The request must contain the subject matter of the request.

Any discussion pertaining to the WEA not pertaining to the Village District will not be discussed.

The final decision to allow such requests resides with the commission.

Any attendee will be granted up to three (3) minutes to make a statement at the end of the meeting.

Video recording equipment shall only be placed at designated locations determined by the commission.

The commissioners reserve the right to allow exceptions to this policy

Lloyd Willey

Chairman WEVD





## DISTRICT 2018 ACTUAL VS. BUDGET

3

	ACTUAL	BUDGET	VARIANCE
1100.0 · WE Village District Income			
1106 · TAXES			
1105 · Campton Taxes			
1105.5 · Campton Interest	6,245.98		
1105.6 · Prior Campton Taxes	256,211.33		
1105.7 · Current YR Campton Taxes	543,720.28		
Total 1105 · Campton Taxes	806,177.59		
1106.6 · Thornton Taxes			
1106.4 · Thornton Interest	1,136.17		
1106.5 · Prior Thornton Taxes	81,563.33		
1106.7 · Current YR Thornton Taxes	150,156.00		
Total 1106.6 · Thornton Taxes	232,855.50		
Total 1106 · TAXES	1,039,033.09		
Total 1100.0 · WE Village District Income	1,039,033.09		
1300 · MISCELLANEOUSE REVENUES			
1307 · Northway Interest	41.35		
1315 · Miscellaneous income	11.61		
1316 · Meredith Bank Interest	240.17		
Total 1300 · MISCELLANEOUSE REVENUES	293.13		
Total Income	1,039,326.22		
Gross Profit	1,039,326.22		



## DISTRICT 2018 ACTUAL VS. BUDGET

4

### 2010 · Debt Service

2010.23 · TAN Interest

Total 2010 · Debt Service

### 3000.0 · WE Village District Expenses

3315.1 · Cap - Paving

3316 · Capital Pres/ Growth & New

3001.01 · G & N - Parking Expansion

3315.08 · Cap - Ski Lif, Polls, Repining

3315.10 · Cap - Exterior Ren. Fence (walls, paint finishes, exterior, recreation center)

3315.11 · Cap - Rec. Center Security Syst

3315.12 · Cap - Men's Locker Room Shower

3315.13 · Cap - Ladies Locker Room Floor

3315.14 · Cap - Repair Kitchen Floor

3315.15 · Cap - Dam Repairs

3315.16 · Cap - Repair Pool Floor

3315.17 · Cap - Septic System Pumps

3315.18 · Cap-Exterior Finish - Painting (Painting the fence)

3315.4 · Cap - Pool Cover Repair

3315.6 · Cap - HVAC Repairs

3316.16 · Cap - Expand/Upgrade Kitchens

3317 · Cap - Computer Replacement

Total 3316 · Capital Pres/ Growth & New

3316.2 · Rec Fund Contingency

ACTUAL BUDGET VARIANCE

1,247.17

1,247.17

0.00

42,177.00

(42,177.00)

0.00

0.00

1,383.36

5,000.00

(3,616.64)

14,651.57

16,000.00

(1,348.43)

57.47

8,000.00

(7,942.53)

0.00

16,000.00

(16,000.00)

5,099.63

10,000.00

(4,900.37)

76,260.56

70,000.00

6,260.56

170.13

5,000.00

(4,829.87)

0.00

15,005.00

(15,005.00)

135.74

15,000.00

(14,864.26)

168.99

3,565.05

20,000.00

(16,434.95)

0.00

0.00

0.00

7,369.95

3,300.00

4,069.95

108,862.45

183,305.00

(74,442.55)

0.00

68,611.00

(68,611.00)



## DISTRICT 2018 ACTUAL VS. BUDGET

5

	ACTUAL	BUDGET	VARIANCE
3316.3 · One Time Rec. Funding	0.00		
3326 · Ski Area Operation Off Set	0.00	32,000.00	(32,000.00)
3400 · GENERAL GOVERNMENT			
2105.1 · WEVD Manager			
2105.01 · WEVD Admin	81,219.61	81,595.00	(375.39)
2105.02 · Assist Admin	62,479.76	58,571.00	3,908.76
Total 2105.1 · WEVD Manager	143,699.37	140,166.00	3,533.37
3200 · Employee Benefits			
2341 · Retirement Contribution	16,202.59	16,432.00	(229.41)
3200.1 · Other Deductible Reimbursements	0.00	16,850.00	(16,850.00)
3210 · Social Security	9,714.91	9,044.00	670.91
3211 · Medicare	2,611.26	2,109.00	502.26
3220 · Health Insurance	25,464.29	25,192.00	272.29
3231 · NH Unemployment	10.95	140.00	(129.05)
3240 · Workers Comp Ins	19,416.53	19,952.00	(535.47)
3250 · Travel Reimbursement	175.50	136.00	39.50
3260 · Dental Ins	1,473.18	1,356.00	117.18
3270 · Health Reimbursement	6,935.56	7,156.00	(220.44)
3280 · Bonuses			
3281 · Payroll Taxes	746.21	789.00	(42.79)
3280 · Bonuses - Other	9,578.58	9,677.00	(98.42)
Total 3280 · Bonuses	10,324.79	10,466.00	(141.21)
Total 3200 · Employee Benefits	92,329.56	108,833.00	(16,503.44)
3336 · Cellular Phones	1,080.00	1,080.00	0.00





## DISTRICT 2018 ACTUAL VS. BUDGET

6

	ACTUAL	BUDGET	VARIANCE
3405 · Commissioners Stipend & Expense	4,026.34	3,638.00	388.34
3410 · Accounting/Taxes/Audit	0.00	7,723.00	(7,723.00)
3415 · Legal / Consulting	11,091.20	12,935.00	(1,843.80)
3416 · Licenses/Fees	73.25		
3425 · Insurances	25,519.00	25,977.00	(458.00)
3430 · Telephones	1,429.74	1,539.00	(109.26)
3435 · Repeaters /Radios	0.00	1,591.00	(1,591.00)
3440 · Computer Services	5,714.94	4,398.00	1,316.94
3445 · Advertisements	50.55	55.00	(4.45)
3455 · Postage	662.42	721.00	(58.58)
3456 · Uniforms	638.28	530.00	108.28
3810 · Bank/Finance Charge	510.00	1,099.00	(589.00)
6560 · Payroll Expenses	710.90	721.00	(10.10)
Total 3400 · GENERAL GOVERNMENT	287,535.55	311,006.00	(23,470.45)
3600 · Supplies			
3610 · Office Supplies	3,688.45	2,000.00	1,688.45
Total 3600 · Supplies	3,688.45	2,000.00	1,688.45
3800 · Taxes/Fees/Charges	1,886.67	1,374.00	512.67
Total 3000.0 · WE Village District Expenses	401,973.12	640,473.00	(238,499.88)



## DISTRICT 2018 ACTUAL VS. BUDGET

7

	ACTUAL	BUDGET	VARIANCE
3310 · HIGHWAYS & STREETS			
2105.5 · Roads	42,735.28	74,005.00	(31,269.72)
2105.7 · Seasonal Plowing	9,755.30	9,537.00	218.30
2105.9 · Consulting	0.00	25,000.00	(25,000.00)
2105.99 · Contractor Plowing	28,817.50	16,481.00	12,336.50
2106.1 · Payroll Taxes	3,903.34	6,473.00	(2,569.66)
2106.2 · Health Insurance	8,431.97	8,342.00	89.97
2106.3 · Dental Insurance	736.59	678.00	58.59
2106.4 · Retirement	4,864.03	4,660.00	204.03
2106.5 · Travel Expense	320.49	400.00	(79.51)
2106.6 · Cell Phone	300.00	300.00	0.00
3310.11 · Misc. Material & Supplies	2,868.49	18,690.00	(15,821.51)
3310.2 · Calcium/Magnesium Chloride	0.00	3,183.00	(3,183.00)
3310.3 · Cold Patch	2,816.35	2,748.99	67.36
3310.4 · Roadside Mowing/Sweeping	6,050.00	4,398.00	1,652.00
3310.5 · Culvert Expense	3,470.00	2,199.00	1,271.00
3310.6 · Road Sand & Salt	18,556.14	18,035.00	521.14
3310.8 · Equipment Rental	3,939.59	3,848.00	91.59
3310.9 · Equipment Repair	1,092.27	1,374.00	(281.73)
3315.2 · Misc. Projects	431.07	3,298.00	(2,866.93)



## DISTRICT 2018 ACTUAL VS. BUDGET

8

	ACTUAL	BUDGET	VARIANCE
3351 · Diesel Fuel	17,820.54	21,988.00	(4,167.46)
3352 · Plow Gear & Sanders	9,489.10	4,244.00	5,245.10
3353 · Oil & Filters	777.32	550.00	227.32
3354 · Maintenance & Tune-ups	99.80	5,305.00	(5,205.20)
3355 · Osh Kosh Repairs	0.00	2,199.00	(2,199.00)
3356 · Truck Repairs	9,598.47	6,365.00	3,233.47
3357 · Back Hoe Repair	2,113.55	7,426.00	(5,312.45)
3359 · Body Maintenance	0.00	110.00	(110.00)
3360 · Tires	0.00	3,713.00	(3,713.00)
3361 · Shop supplies	6,018.78	4,398.00	1,620.78
3362.1 · Small Tools/Equipment	7,756.47	3,713.00	4,043.47
3362.2 · Large Equipment/Tools	5,829.99	1,485.00	4,344.99
3367 · Grader Repairs	0.00	3,298.00	(3,298.00)
3511 · Shop Electricity	2,588.38	3,298.00	(709.62)
8921 · Shop Heat	1,661.62	3,183.00	(1,521.38)
Total 3310 · HIGHWAYS & STREETS	202,842.43	274,924.99	(72,082.56)
3320 · WATER DIST & TREATMENT			
3402 · Contribution to Water Dep	81,186.59		
Total 3320 · WATER DIST & TREATMENT	81,186.59		



## DISTRICT 2018 ACTUAL VS. BUDGET

9

	ACTUAL	BUDGET	VARIANCE
<b>3350 · PUBLIC SAFETY</b>			
3320.4 · Alarm, Fire & Water	4,413.16	4,398.00	15.16
3363 · Safety Supplies	2,567.11	1,704.00	863.11
4030 · Fire & Security	8,270.11	7,696.00	574.11
<b>Total 3350 · PUBLIC SAFETY</b>	<b>15,250.38</b>	<b>13,798.00</b>	<b>1,452.38</b>
<b>3500 · CULTURE &amp; RECREATION</b>			
2105.6 · Building Wages	66,331.37	46,434.00	19,897.37
2107.1 · Payroll Taxes	4,768.74	3,632.00	1,136.74
2107.2 · Health Insurance	8,431.97	8,342.00	89.97
2107.3 · Dental Insurance	736.59	678.00	58.59
2107.4 · Retirement	4,838.65	4,352.00	486.65
2107.5 · Travel	236.90	219.00	17.90
2107.6 · Cell Phone	300.00	300.00	0.00
3031 · Ski Area Insurance	9,999.00	18,025.00	(8,026.00)
3032 · Snow cat Repairs & Maint	18,770.43	20,861.00	(2,090.57)
3033 · Ski Area Repairs and Maintenance	35,792.69	11,000.00	24,792.69
3501 · Building Infrastructure	26,357.54	29,705.00	(3,347.46)
3502 · Employee Training	788.48	323.00	465.48
3520 · Kitchen Equipment Repairs	1,418.76	5,000.00	(3,581.24)
4060 · Pool Repair & Maint	10,291.75	5,112.00	5,179.75





## DISTRICT 2018 ACTUAL VS. BUDGET

10

	ACTUAL	BUDGET	VARIANCE
4061 · Building Equipment Repairs	20,233.16	15,000.00	5,233.16
8680 · Maintenance Supplies	5,003.18	3,000.00	2,003.18
8911 · Outdoor Lighting	1,418.94	743.00	675.94
8912 · Building Elec	65,617.47	64,890.00	727.47
8920 · building heat	49,537.96	65,920.00	(16,382.04)
Total 3500 · CULTURE & RECREATION	330,873.58	303,536.00	27,337.58
Total Expense	1,033,373.27	1,232,731.99	(199,358.72)
Net Ordinary Income	5,952.95	(1,232,731.99)	1,238,684.94
Net Income	5,952.95	(1,232,731.99)	1,238,684.94



## WATER DEPARTMENT 2018 ACTUAL VS. BUDGET

11

	ACTUAL	BUDGET	VARIANCE
Income			
3401 · Finance Charges	594.65		
3401.1 · Contribution from General Fund	81,186.59		
3503.1 · Interest Income	1.49		
3914W · Water Fee	100,783.96	102,600.00	-1,816.04
Total Income	182,566.69	102,600.00	79,966.69
Gross Profit	182,566.69	102,600.00	79,966.69
Expense			
2011 · Growth & New			
4338 · G & N - New Wells	4,397.87	53,550.00	-49,152.13
Total 2011 · Growth & New	4,397.87	53,550.00	-49,152.13
4300 · Water Dist & Treatment			
4332.1 · System Repairs, Materials, Supply	34,786.70	42,628.00	-7,841.30
4332.10 · Water System Propane	0.00	605.00	-605.00
4332.11 · Generator Maintenance	5,437.01	5,305.00	132.01
4332.12 · Licenses/fees/education	820.55	1,539.00	-718.45
4332.2 · Water Testing - DES	1,088.00	2,502.00	-1,414.00
4332.3 · Leak Repairs	6.50	16,974.00	-16,967.50
4332.4 · Engineering	260.00	7,957.00	-7,697.00
4332.5 · Equipment Rental	0.00	1,099.00	-1,099.00
4332.6 · Telemetry	6,288.16	8,487.00	-2,198.84
4332.7 · Misc. Projects	0.00	8,487.00	-8,487.00



## WATER DEPARTMENT 2018 ACTUAL VS. BUDGET

12

	ACTUAL	BUDGET	VARIANCE
4332.8 · Subscriptions/ Dues	1,113.08	1,374.00	-260.92
4332.9 · Water System Electricity	83,703.42	70,040.00	13,663.42
4335.1 · Water Treatment Chemicals	3,917.44	8,795.00	-4,877.56
4300 · Water Dist & Treatment - Other	756.25		
Total 4300 · Water Dist & Treatment	138,177.11	175,792.00	-37,614.89
4700 · Debt Service			
4711 · Water Upgrade Principle	37,081.46	37,081.00	0.46
4721 · Water Upgrade Interest	1,846.80	1,839.00	7.80
Total 4700 · Debt Service	38,928.26	38,920.00	8.26
Total Expense	181,503.24	268,262.00	-86,758.76
Net Income	1,063.45	-165,662.00	166,725.45



## REC. FUND 2018 ACTUAL VS. BUDGET

13

	ACTUAL	BUDGET	VARIANCE
Income			
9000.1 · Facility Rental	372,000.00	372,000.00	0.00
9000.2 · Facility Services	37,586.09	35,000.00	2,586.09
9000.3 · Tax Supplement Income	0.00	68,611.00	-68,611.00
9000.4 · Ski Area Offset	0.00	32,000.00	-32,000.00
9000.5 · Bank Interest	11.21	10.00	1.21
9001 · Recreation Income			
9001.01 · CC Processing Fee Income	258.21		
9001.3 · Vending - Games	499.25	800.00	-300.75
9001.4 · Vending - Soda	697.45	800.00	-102.55
9001.5 · Vending - Snacks	249.00	100.00	149.00
9001.6 · GM Income	5,173.29	2,000.00	3,173.29
9001.7 · Tanning	250.92	250.00	0.92
9001.8 · Misc. Income	523.02	50.00	473.02
9001.9 · Movie Rental	39.00	50.00	-11.00
Total 9001 · Recreation Income	7,690.14	4,050.00	3,640.14
9002 · Food & Beverage Income			
9002.1 · Soda & Non Alocholic Bev Income	5,420.77	5,820.00	-399.23
9002.2 · Food Income	38,768.40	37,939.00	829.40





## REC. FUND 2018 ACTUAL VS. BUDGET

14

	ACTUAL	BUDGET	VARIANCE
9002.3 · Liquor Income	54,102.58	49,843.00	4,259.58
9002.4 · Beer Income	46,879.14	30,725.00	16,154.14
9002.5 · Wine Income	6,768.84	6,246.00	522.84
Total 9002 · Food & Beverage Income	151,939.73	130,573.00	21,366.73
9003 · Campton Mt. Income			
9003.1 · Campton Mt. Fund Raiser	14,905.00	8,000.00	6,905.00
9003.2 · Ski Tickets	29,055.08	36,500.00	-7,444.92
9003.3 · Ski Lessons	250.00		
9003.4 · Food	49,937.94	36,000.00	13,937.94
9003.5 · Non Alcohol Beverages	5,150.74	2,000.00	3,150.74
9003.6 · Liquor	34,059.75	16,000.00	18,059.75
9003.7 · Beer	37,512.50	22,000.00	15,512.50
9003.8 · Wine	10,145.62	5,000.00	5,145.62
9003.9 · Campton Mt. Bank Interest	2.59		
Total 9003 · Campton Mt. Income	181,019.22	125,500.00	55,519.22
9004 · Events & Functions Income			
9004.1 · Events Income	2,496.00	6,000.00	-3,504.00
9004.2 · Catering & Function Income			
9004.01 · Room Rental	5,625.00	6,000.00	-375.00
9004.02 · General Income	58,117.55	80,000.00	-21,882.45



## REC. FUND 2018 ACTUAL VS. BUDGET

15

	ACTUAL	BUDGET	VARIANCE
9004.04 · Food	55,663.67	79,000.00	-23,336.33
9004.05 · Beer	11,945.56	9,000.00	2,945.56
9004.06 · Liquor	9,788.45	19,900.00	-10,111.55
9004.07 · Wine	4,006.07	6,000.00	-1,993.93
9004.08 · Non Alcohol Beverages	347.17	390.00	-42.83
9004.09 · Wedding CC Processing Fee	0.00	12.00	-12.00
Total 9004.2 · Catering & Function Income	145,493.47	200,302.00	-54,808.53
Total 9004 · Events & Functions Income	147,989.47	206,302.00	-58,312.53
Total Income	898,235.86	974,046.00	-75,810.14
Cost of Goods Sold			
9005 · Cost of Goods Sold			
9005.01 · Special Events - Comped Food	0.00	400.00	-400.00
9005.02 · Events Food	0.00	60.00	-60.00
9005.03 · Campton Mt. Fund Raiser Food	1,573.03	1,100.00	473.03
9005.04 · General Merchandise	7,158.31	500.00	6,658.31
9005.06 · Vending - Soda	410.28	1,500.00	-1,089.72
9005.07 · Food	41,156.09	26,000.00	15,156.09
9005.08 · Non Alcohol Beverages	9,457.06	4,500.00	4,957.06
9005.09 · Beer	27,376.59	18,500.00	8,876.59
9005.10 · Liquor	27,019.16	21,000.00	6,019.16



## REC. FUND 2018 ACTUAL VS. BUDGET

16

	ACTUAL	BUDGET	VARIANCE
9005.11 · Wine	9,168.80	6,800.00	2,368.80
9005.12 · Bar Supplies	3,608.43	5,000.00	-1,391.57
9005.13 · Catering & Functions			
9005.14 · Food	14,859.01	30,000.00	-15,140.99
9005.15 · Bar Supplies	71.45	150.00	-78.55
9005.16 · Other Supplies	95.38	100.00	-4.62
Total 9005.13 · Catering & Functions	15,025.84	30,250.00	-15,224.16
Total 9005 · Cost of Goods Sold	141,953.59	115,610.00	26,343.59
Total COGS	141,953.59	115,610.00	26,343.59
Gross Profit	756,282.27	858,436.00	-102,153.73
Expense			
9101 · Business Expenses			
9101.01 · Rec. Admin Wages			
9101.02 · Admin Wages	26,105.08	27,560.00	-1,454.92
9101.03 · Workman Comp	2,419.53	2,200.00	219.53
9101.04 · Payroll Taxes	2,047.07	565.00	1,482.07
9101.05 · Travel	630.35	500.00	130.35
9101.06 · Employee Education	0.00	100.00	-100.00
Total 9101.01 · Rec. Admin Wages	31,202.03	30,925.00	277.03



## REC. FUND 2018 ACTUAL VS. BUDGET

17

	ACTUAL	BUDGET	VARIANCE
9101.07 · Copier Lease	1,478.59	3,120.00	-1,641.41
9101.08 · Dues & Subscriptions	1,005.92	2,000.00	-994.08
9101.09 · Office Supplies	3,927.02	6,000.00	-2,072.98
9101.10 · Finance Charges	15,485.12	11,000.00	4,485.12
9101.11 · Licenses & Fees	5,807.35	4,000.00	1,807.35
9101.12 · Misc. Expenses	1,100.27	2,000.00	-899.73
9101.13 · Telephone	5,727.46	4,500.00	1,227.46
9101.14 · Internet Access	3,245.31	3,000.00	245.31
9101.15 · Advertising	209.96	200.00	9.96
9101.16 · Postage	863.44	1,000.00	-136.56
9101.17 · Computer Support	9,694.99	9,000.00	694.99
9101.18 · Computer Supplies	671.63	1,000.00	-328.37
9101.19 · Cable	2,335.32	2,000.00	335.32
9101.20 · Payroll Fee	1,509.00	1,200.00	309.00
Total 9101 · Business Expenses	84,263.41	80,945.00	3,318.41
9200 · Infrastructure Expenses			
9200.0 · Infrastructure Wages			
9200.01 · Cleaning Wages	75,233.96	75,839.00	-605.04
9200.02 · Grounds Wages	11,312.34	12,917.00	-1,604.66
9200.03 · Payroll Taxes	6,481.10	6,902.00	-420.90
9200.04 · Health Insurance	8,431.97	8,342.00	89.97





## REC. FUND 2018 ACTUAL VS. BUDGET

18

	ACTUAL	BUDGET	VARIANCE
9200.05 · Dental Insurance	736.59	678.00	58.59
9200.06 · Retirement	3,542.06	3,848.00	-305.94
9200.07 · Travel	176.60	100.00	76.60
9200.08 · Cell Phone	300.00	300.00	0.00
9200.09 · Employee Education	0.00	100.00	-100.00
9200.10 · Criminal Record	75.00	75.00	0.00
Total 9200.0 · Infrastructure Wages	106,289.62	109,101.00	-2,811.38
9200.11 · Equipment Rental	0.00	200.00	-200.00
9200.12 · Cleaning Supplies	5,977.53	6,000.00	-22.47
9200.13 · Pool Chemicals & Supplies	21,589.99	20,000.00	1,589.99
9200.14 · Other Supplies	859.50	2,000.00	-1,140.50
9200.16 · Pool & Spa Inspection	0.00	250.00	-250.00
9200.18 · Carpet Cleaning	1,510.00	100.00	1,410.00
9200.19 · Pest Control	378.93	600.00	-221.07
9200.20 · Landscaping	5,107.56	5,000.00	107.56
9200.21 · Trash Removal	7,885.13	5,100.00	2,785.13
9200.22 · Outdoor Repairs & Maintenance	376.96	700.00	-323.04
9200.23 · Paddle Boat Repairs	257.20	650.00	-392.80
Total 9200 · Infrastructure Expenses	150,232.42	149,701.00	531.42
9300 · Campton Mt. Expenses			



## REC. FUND 2018 ACTUAL VS. BUDGET

19

	ACTUAL	BUDGET	VARIANCE
9300.01 · Ski Area Wages			
9300.02 · Ski Bartender Wages	11,195.66	8,420.00	2,775.66
9300.03 · Cook Wages	25,838.62	15,139.00	10,699.62
9300.04 · Lifties & Patrol Wages	23,032.26	18,923.00	4,109.26
9300.05 · Trail Grooming Wages	2,662.25	3,640.00	-977.75
9300.06 · Ski Instructor Commission	25.00		
9300.07 · Payroll Taxes	6,403.14	3,692.00	2,711.14
9300.08 · Criminal Record	150.00	300.00	-150.00
9300.1 · Ski Cleaning Wages	543.46	1,559.00	-1,015.54
Total 9300.01 · Ski Area Wages	69,850.39	51,673.00	18,177.39
9300.10 · Building Heat	5,165.51	5,000.00	165.51
9300.12 · Cable & Internet	3,862.53	3,000.00	862.53
9300.13 · Bar Supplies	908.33	800.00	108.33
9300.14 · Kitchen Supplies	6,180.28	2,500.00	3,680.28
9300.15 · Cleaning Supplies	2,095.20	2,000.00	95.20
9300.16 · Fund Raising Expenses	7,117.54	5,000.00	2,117.54
9300.17 · Misc. Expenses	15,352.97	2,000.00	13,352.97
9300.18 · Mowing	2,200.00	2,400.00	-200.00
9300.19 · Inspections	937.60	2,000.00	-1,062.40
9300.20 · Tickets	535.55	2,000.00	-1,464.45



## REC. FUND 2018 ACTUAL VS. BUDGET

20

	ACTUAL	BUDGET	VARIANCE
9300.21 · Trash Removal	7,362.66	5,000.00	2,362.66
9300.23 · Web Hosting	1,878.00	400.00	1,478.00
9300.24 · Groomer Diesel	2,772.08		
9300.25 · Electric	15,479.02	15,000.00	479.02
9300.26 · Snowmobile Maintenance	329.24		
Total 9300 · Campton Mt. Expenses	142,026.90	98,773.00	43,253.90
9500 · Lounge Expenses			
9500.01 · Lounge Wages			
9500.0. · Summer Recreation Person	1,230.20	7,000.00	-5,769.80
9500.02 · F & B & F Admin Wages	19,175.16	22,313.00	-3,137.84
9500.03 · E & F Assistant	1,132.69	9,600.00	-8,467.31
9500.04 · Bar Admin Wages	5,903.40	6,960.00	-1,056.60
9500.05 · F & B General Support	1,710.53	2,000.00	-289.47
9500.06 · Bartenders	8,632.56	11,400.00	-2,767.44
9500.07 · Kitchen Wages	29,235.21	46,460.00	-17,224.79
9500.08 · Pool Side Servers	879.53	2,340.00	-1,460.47
9500.09 · Event Staff	1,136.20	2,020.00	-883.80
9500.10 · Health Insurance	19,644.54	25,025.00	-5,380.46
9500.11 · Dental Insurance	1,755.63	2,034.00	-278.37
9500.12 · Retirement	9,027.82	12,634.00	-3,606.18
9500.13 · Payroll Taxes	7,281.54	10,536.00	-3,254.46



## REC. FUND 2018 ACTUAL VS. BUDGET

21

	ACTUAL	BUDGET	VARIANCE
9500.14 · Cell Phone	700.00	900.00	-200.00
9500.15 · Employee Education	0.00	750.00	-750.00
9500.16 · Criminal Record	200.00	200.00	0.00
9500.17 · Travel	1,191.40	1,500.00	-308.60
Total 9500.01 · Lounge Wages	108,836.41	163,672.00	-54,835.59
9500.19 · Comped & House Charges	292.31	400.00	-107.69
9500.20 · Waste Product	2,014.47	1,500.00	514.47
9500.21 · Bar Supplies	2,331.06	4,000.00	-1,668.94
9500.22 · Kitchen Supplies	3,005.46	6,000.00	-2,994.54
9500.24 · Casual Labor	0.00	300.00	-300.00
9500.25 · Meals Tax	30,122.00	29,328.00	794.00
9500.26 · Entertainment	20,150.00	18,000.00	2,150.00
9500.27 · Event Expenses	9,884.76	12,000.00	-2,115.24
9500.28 · Lounge Supplies	3,546.36	2,400.00	1,146.36
9500.29 · Laundry & Uniforms	7,829.54	9,000.00	-1,170.46
9500.30 · Rec. Supplies	989.29	2,000.00	-1,010.71
9501 · Catering & Function			
9501.01 · Catering & Function Staff	16,530.84	32,070.00	-15,539.16
9501.02 · Payroll Taxes	2,907.10	3,762.00	-854.90
9501.03 · Catering & Function Expenses	6,935.67	19,000.00	-12,064.33





## REC. FUND 2018 ACTUAL VS. BUDGET

22

	ACTUAL	BUDGET	VARIANCE
9501.04 · Wedding Commission	6,610.55	11,000.00	-4,389.45
9501.05 · Function Rental Expenses	3,944.50	9,750.00	-5,805.50
9501.06 · Advertisement	17,570.66	10,000.00	7,570.66
9501.07 · Web Hosting	5,350.99	400.00	4,950.99
9501.08 · Catering/Function Vendor	46,133.30	60,000.00	-13,866.70
9501.09 · Wedding Coordinator Allowance	2,198.84	1,800.00	398.84
Total 9501 · Catering & Function	108,182.45	147,782.00	-39,599.55
Total 9500 · Lounge Expenses	297,184.11	396,382.00	-99,197.89
9600 · Front Desk Expenses			
9600.01 · Front Desk Wages			
9600.02 · Front Desk	67,717.69	74,810.00	-7,092.31
9600.03 · Payroll Taxes	5,470.22	5,798.00	-327.78
9600.04 · Travel	0.00	50.00	-50.00
9600.05 · Criminal Record	0.00	50.00	-50.00
9600.06 · Cell Phone	300.00	300.00	0.00
Total 9600.01 · Front Desk Wages	73,487.91	81,008.00	-7,520.09
9600.07 · Purchased Movies	0.00	25.00	-25.00
9600.08 · Front Desk Expense	1,122.38	15,000.00	-13,877.62
Total 9600 · Front Desk Expenses	74,610.29	96,033.00	-21,422.71
Total Expense	748,317.13	821,834.00	-73,516.87
Net Income	7,965.14	36,602.00	-28,636.86



## 2019 WARRANT ARTICALS

### Article 1

To choose one Commissioner for the three-year term

To choose one Commissioner for the three-year term: Clerk and Treasurer for the ensuing year

### Article 2

To see if the District will raise and appropriate

To see if the Village District will vote to raise and appropriate the sum of One Million One Hundred Seventy Thousand Three Hundred Seventy-Two Dollars (\$1,170,372) for general municipal operations with an off set of One Hundred Fifty-Nine Thousand One Hundred Forty-Eight Dollars (\$159,148) from unassigned fund balance. This article does not include appropriations contained in special or individual articles addressed separately. Commissioner recommended

### Article 3

To raise and appropriate for interdepartmental

To see if the Village District will vote to raise and appropriate the sum of Three Hundred Ninety-Eight Thousand Seven Hundred Fifty-Eight Dollars (\$398,758) for the interdepartmental water department operations. With an off set of One Hundred Three Thousand Two Hundred Dollars (\$103,200) from water fee. Commissioners recommended

### Article 4

To raise and appropriate for recreational improvements

To see if the Village District will vote to raise and appropriate the sum of One Hundred Eighty-Six Thousand Nine Hundred Fourteen Dollars (\$186,914) for the purpose of recreational projects. This article is non-lapsing until 12/31/2021. This special article is a special warrant article per RSA 32:3 VI (d) and RSA 32:7 V. The Commissioners recommend this appropriation.

## WARRANT ARTICLE 3 2019 WATER BUDGET

WATER DEPARTMENT INCOME	2019 Budget
3300. Water Usage Fee	103,200
3302. Interest	
34401. Finance Charges	
3402. Contribution from General Fund	295,558
Total Income	398,758
Debt Service	
Bond Principle	37,081
Bond Interest	905
Total Debt Service	37,986
3320 · WATER DIST & TREATMENT	
3320.2 · System Repair, Materials, Supply	44,501
3320.3 · Water Testing - DES	2,572
3320.5 · Leak Repairs	17,449
3320.6 · Water Treatment Chemicals	9,041
3320.7 · Engineering	8,180
3320.8 · Equip Rental	1,130

## WARRANT ARTICLE 3 2019 WATER BUDGET

3321 · Telemetry	8,725
3325.2 · Misc. Projects	8,725
3465 · Subscriptions/ Dues	1,412
3510 · Water System Electricity	72,001
3540 · Water System Propane	0
3541. Generator Maint.	5,454
3830 · Licenses/Fees/Education	1,582
Total 3320 · WATER DIST & TREATMENT	180,772
 GROWTH & NEW	
Water Elements	
Water Line Upgrade	90,000
New Wells	90,000
Total Water Elements	180,000
CAPITAL PRESERVATION	
Water Elements	
Equipment, Backhoe, 2008	0
types, domestic water, capital repairs/pump stations	
New Storage Tank liner at Ski Bowl	
New Storage Tank at Sunset/Weetamoo engineering	
pumps, domestic water, they phased replacements, line replacement	
sub-total	0
 Total Expenses	398,758
Net Income	0

## WARRANT ARTICLE 4 RECREATIONAL IMPROVEMENTS

### CAPITAL IMPROVEMENTS

Computer Equipment	9,459
Exercise Equipment, phased replacement	15,000
Fence, mahogany (including the deck)	5,000
Men's locker room showers	8,000
Ladies Locker room floor	16,000
Interior renovations, recreation center, partial	10,000
Pumps, septic system (ski Area)	15,455
HVAC repairs	10,000
Roof, asphalt shingles, recreation center	20,000
Security system, recreation center	10,000
Reconstruct tennis court 1 & 2/pickle ball	50,000
Walls, paint finishes, exterior, recreation center	15,000

### GROWTH & NEW

<u>ADA</u>	<u>3,000</u>
TOTAL OF ALL	186,914

## WARRANT ARTICLE 2 OPERATING BUDGET

2105.1 · WEVD Manager	85,000
2105.01 Assistant Manager	66,000
3200 · Total WEVD Administration	151,000
2341 · Retirement Contribution	8,592
3200.1 · Employee Benefits - Other deductible reimb	17,322
3210 · Social Security	9,457
3211 · Medicare	2,205
3220 · Health Insurance	38,072
3231 · NH Unemployment	140
3240 · Workers Comp Ins	21,700
3250 · Travel Reimbursement	140
3260 · Dental Ins	1,382
3270 · Health Reimbursement	7,356
3280 · Bonuses	9,948
PR Taxes	811
Total 3200 · Employee Benefits	268,125
3336 · Cellular Phones	1,080
3405 · Commissioners Stipend & Expense	3,711
3410 · Accounting/Taxes/Audit	7,877

## WARRANT ARTICLE 2 OPERATING BUDGET

3310 · HIGHWAYS & STREETS	
2105.5 · Roads	66,189
2105.7 · Seasonal Plowing	7,638
2105.9 Consulting	25,000
2105.99. CONTRACTOR PLOWING	16,942
2106.1. Payroll taxes	5,917
2106.2. Health Insurance	9,424
2106.3. Dental Insurance	691
2106.4. Retirement	4,617
2106.5.Travel expense	411
2106.6. cell phone	300
3310.11 · Misc. Material & Supplies	19,213
3310.2 Calcium/Magnesium Chloride	3,272
3310.3 Cold Patch	3,000
3310.4 · Roadside Mowing/Sweeping	6,000
3310.5 · Culvert Expense	2,261

## WARRANT ARTICLE 2 OPERATING BUDGET

3310.6 · Road Sand & Salt	18,540
3310.8 · Equipment Rental	3,956
3310.9 · Equipment Repair	1,412
3315.2 · Misc. Projects	3,390
3351 · Diesel Fuel	22,604
3352 · Plow Gears & Sanders	5,000
3353. Oil & Filters	565
3354 · Maintenance & Tune-ups	5,454
3355 · Osh Kosh Repairs	2,261
3356 · Truck Repairs	6,543
3357 · Back Hoe Repair	7,634
3359 · Body Maintenance	2,500
3360 · Tires	3,817
3361 · Shop supplies	4,521
3362.1 · Small Tools/Equipment	3,817
3362.2 · Large Equipment/Tools	1,527
3367 · Grader Repairs	3,390
3511 · Shop Electricity	3,390



## WARRANT ARTICLE 2 OPERATING BUDGET

8921 · Shop Heat	3,272
Total 3310 · HIGHWAYS & STREETS	274,468
3350 · PUBLIC SAFETY	
3320.4 · Alarm, Fire & Water	4,521
3363 · Safety Supplies	2,755
4030 · Fire & Security	7,911
Total 3350 · PUBLIC SAFETY	15,188
3500 · CULTURE & RECREATION	
2105.6 · Building Wages	62,462
2107.1. Payroll Taxes	4,961
2107.2. Health Insurance	9,424
2107.3. Dental Insurance	691
2107.4. Retirement	5,029
2107.5. Travel	225
Ski area Repairs & Maintenance	43,100
Kitchen Equipment Repairs	5,140
Maintenance Supplies	3,084
Building Equipment Repairs	15,420
2107.6. Cell Phone	300
3031. ski area insurance	18,530

## WARRANT ARTICLE 2 OPERATING BUDGET

3032. Snow Cat Maintenance	21,445
3501 · Building Infrastructure	30,537
3502. Employee Training	332
4060 · Pool Repair & Maint	5,255
8911 · Outdoor Lighting	764
8912 · Building Elec	66,707
8920 · building heat	67,766
 Total 3500 · CULTURE & RECREATION	 361,171
 CAPITAL Preservation Plan	
road elements	58,000
water elements	
recreation elements and major building	0
 TOTAL CAPITAL Preservation Plan (deferred Maint.)	 58,000
rec fund contingency	61,000
Ski Area operational off-set	33,000
Total Expenses	1,170,372



**DRAFT**

32

## Waterville Estates Village District Meeting Minutes February 8, 2019

Attendees: Lloyd Willey, Ted Kuntz, Art Marks, Corey Smith, Judy Kinney

Guest: Matt Smith, Dan Boynton, Mike Hering, Harry Bertino

Lloyd called to order at 3 pm

Dan Boynton was introduced to the group, he is the newly elected interim selectman for the town of Campton

Meeting minutes from January 4 and January 9 meeting minutes were reviewed, Lloyd and Art made some corrections to the January minutes - Art made a motion to except Lloyd second

Lloyd asked our guest to talk about what brought them to our meeting:

Dan introduced himself, he came to the meeting to introduce himself, to see how our meetings are and to talk about our relations with the town and just to get to know Waterville Estates Village District

Matt spoke to the group of home evaluations and tax structure of the evaluations – Discussion followed

Treasurer's Report

### **Account balances**

#### **District Operating Accounts**

Northway Operating Account	346,939.42
<u>MVSB Operating Account</u>	<u>144,024.96</u>
Total Operating Accounts	490,964.38



**DRAFT**

33

## Waterville Estates Village District Meeting Minutes February 8, 2019

### **Water Department Account**

Northway Operating Account	18,945.92
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### **Rec. Fund Operating Account**

Northway Operating Account	75,387.56
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### **Friends of Campton Mt**

Northway Operating Account	28,849.46
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Tax collections for Campton and Thornton were reviewed

### **Manager's Report**

Water system updates – There was a break on Taylor in a home owner's home that has not been fixed.

The rate of flow and changing of some piping size was discussed to help the water pressure, the hope is to have the flow improved before the February vacation

Ski Area updates – There was a deropement on Sunday due to someone pushing off from the chair cased the derailment from the bull wheel.

Feb 20<sup>th</sup> Ross Stevens are going to come and observe operations. The state has come and inspected. Lloyd ask about the electric cost to run the snow gun – about \$600 for 60 hours.



**DRAFT**

34

## Waterville Estates Village District Meeting Minutes February 8, 2019

Building/ hot tub update – we had some water coming into the building due to the heavy rains we had.

The hot tub was discussed, Corey found that a pump was way off and there was an issue with a probe, the hot tub is working now

After a threat of a law suit Spectrum finally came and has done most of the work needed, they just have a few things left to take care of.

The meting was called to a close at 5 pm

Next Meeting February 12<sup>th</sup> Warrant Articles @ 9 am



**DRAFT**

**35**

## Waterville Estates Village District Warrant Articles February 12, 2019 Meeting Minutes

Attendees: Lloyd Willey, Art Marks, Ten Kunz, Judy Kinney, Corey Smith and Andy Griffiths via phone

Guest: Harry Bertino, Jim Murphy

Lloyd called the meeting to order at 9:07 am

There was an over viewed of the rules for the warrant articles.

### Article 1

To choose one Commissioner for the three- year term

To choose one Commissioner for the three-year term: Clerk and Treasurer for the ensuing year

### Article 2

To see if the Village District will raise and appropriate need to add article 4 and 1.  
Lloyd does not anticipate the paving to take longer then a year to complete

To see if the Village District will vote to raise and appropriate the sum of One Million Three Hundred Seventy-Nine Thousand One Hundred Thirty Dollars (\$1,379,130) for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately.  
Commissioner recommend





Article 3

## **DRAFT**

# Waterville Estates Village District Warrant Articles February 12, 2019 Meeting Minutes

36

To raise and appropriate for interdepartmental

To see if the Village District will vote to raise and appropriate the sum of Three Hundred Ninety-Eight Thousand Seven Hundred Fifty-Eight Dollars (\$398,758) for the interdepartmental water department operations. With an off set of One Hundred Two Thousand Dollars (\$102,000) from water fee. Commissioners recommend

Article 4

To appropriate for the purpose of capital paving This article will be included in article 2

To see if the Village District will vote to raise and appropriate the sum of Fifty-Eight Thousand Dollars (58,000) for the purpose of non-lapsing paving projects. This special article is a special warrant article per RSA 32:3 VI (d) and RSA 32:7 V. The Commissioners recommend this appropriation. (Majority vote required).

Article 4

To raise and appropriate for recreational center improvements

To see if the Village District will vote to raise and appropriate the sum of One Hundred Eighty-Six Thousand Nine Hundred Fourteen Dollars (\$186,914) for the purpose of non-lapsing 3 years recreational projects. This special article is a special warrant article per RSA 32:3 VI (d) and RSA 32:7 V. The Commissioners recommend this appropriation. Majority voted

Some wording was changed

The commission would like to have a sheet detailing the amounts in this article



**DRAFT**

37

## Waterville Estates Village District Warrant Articles February 12, 2019 Meeting Minutes

Art made a motion to recommend article 1-4 as corrected and Lloyd second

The meeting then moved to the items that were left from the February 8<sup>th</sup> meeting.

The Commissioners reviewed the audit cost and the email response from Scott to Corey's request for more information. Discussion followed  
Horizon Drive's bond and Weeping Birches Lane were discussed

Art made a motion to adjourn to executive session to speak to the Village District's attorney at 11:15 am, Lloyd second the motion

The meeting re-convened at 11:31 am

Art made a motion to adjourned the meeting at 11:32 am, Lloyd second

Next meeting February 19, 2019 at 9 AM





**DRAFT**

**38**

## Waterville Estates Village District February 19, 2019 Meeting Minutes

Attendees: Art Marks, Lloyd Willey, Ted Kunz, Judy Kinney and Corey Smith

Lloyd called the meeting to order at 9:15 am

Corey went through the warrant articles a discussion of the language in the warrant was discussed

An over view the budget was done with discussion of how it will be shown to the voters

Lloyd would like the 2018 appropriation shown for the annual meeting – the 2018 appropriation will be highlighted

It was decided to meet with the moderator before the annual meeting so the moderator understands the warrant articles

Article 1) A call to legal was made in regards to the yes or no on warrant article one was made, legal said it does not need to be there. The yes and no box for this article will not be shown

Article 2) will be presented after three and four have been discussed.

Article 3) reviewed, no discussion followed

Article 4) Art made a motion to have a special non-lapsing warrant article, Lloyd second. All in favor



**DRAFT**

**39**

## Waterville Estates Village District February 19, 2019 Meeting Minutes

The commissioners have reviewed the budget and warrant articles and have approved.

Art made a motion to accept the warrant articles as presented, Lloyd second.

Corey is concerned that there is a 30k that isn't being picked up for new growth, discussion followed. The budget was adjusted to have an adjustment for new growth so that the new growth amount is picked up.

Art made a motion to change article 2 change – appropriations to 1,170,372, Lloyd second the motion

Lloyd closed the meeting at 10:56 AM

# WATERVILLE ESTATES VILLAGE DISTRICT

## April 24, 2019 MEETING MINUTES

Attendees: Andy Griffiths, Art Marks, Corey Smith, Judy Kinney, Matt Smith, Sean Tole

Guests: Harry Bertino, Jim Murphy, Tony LeMenager, Carlos Cabral

Called to order: Art Marks at 5:02 PM

**Review, amendment warrant article 3 from March 2016:** Per village council, amendment not presented to all voters, so not valid. Three choices, hold a village hearing, accept amendment, or reject amendment. Per Mr. C. Smith, state allows use of well water (for snowmaking) with discharge permit. Mr, Tole made a motion to hold a discussion, on the amendment, with registered voters at the next meeting, seconded by Mr. Griffiths, commissioners approved.

**March 16, 2019 meeting minute approval:** Mr. Griffiths motioned to accept with correction, Mr, Tole seconded, commissioners approved.

### **Treasurer Report:**

Account balances

#### **Operating Accounts**

Northway Operating Account	\$155,976.87
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<u>MVSB Operating Account</u>	<u>\$167,306.69</u>
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Total Operating Account	\$323,283.56
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#### **Water Department**

Northway	\$1,715.63
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#### **Rec. Fund Account**

Northway Rec. Fund account	\$ 20,279.08
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#### **Friends of Campton Mt.**

Northway Friends of Campton Mt	\$ 28,850.17
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**Tax Collection as of today's date**

Town of Campton	APPROPRIATION	BALANCE
2016	\$985,552	\$14,594.26
2017	\$976,757	\$5,583.96
2018	\$1,069,955	\$49,086.45
Town of Thornton		
2016	\$290,944	\$1,426
2017	\$299,741	\$0
2018	\$324,690	\$39,092.44

2016 and 2017 balances still being pursued by the towns. 2018 numbers are as of December, 2018.

### **Manager Report:**

**a. Water system updates:** Water samples good. A lot of water breaks this winter addressed by outside contractors because staff consumed with snow and sand management. Over \$16k of \$17k budget spent to date. Upgrading some pump stations.

**b. Ski area updates:** New rope two motor. Ski area shut down for season. Revenues beat budget. Mr. Tole inquired about condition of chair lift and whether a re-build was warranted. Mr. C. Smith thinks getting a budget number is warranted but it's only the safety circuit that is in question. Mr. C Smith is getting a budget number for design cost for a new septic system at the ski area.

**c. Digital and board postings:** Ongoing. Meeting dates are emailed immediately with a reminder before the meeting.

**d. Conflict of interest:** Mr. Marks pointed out that there are no RSA's suggesting whether there is conflict of interest when being on a board or being a district commissioner or a selectman. Rather, that all the RSA's seem to be more concerned with conflict of interest with respect to officials engaging in activities that benefit themselves personally.

**e. Additional items:** Mr. C. Smith has a contract with a roofing company at \$3.85 per square foot to repair parts of Rec Center roof. Mahogany fence work budgeted at \$5k, but numbers are coming in at \$9k. Mr. C Smith will get a price from the roofer for the fence work. Mr. C. Smith reported that tennis court work was budgeted at \$50k but verbal quotes are coming in at \$100k. Mr. C, Smith reported backhoe problems that may require leasing a new machine at \$26k. Buying a new machine was \$93k after \$30k trade in of old backhoe. Maintenance is ongoing at the Rec. Center.

### **Financials:**

**District Operations:** Currently in line with budget.

**Water Department:** Water breaks are challenging the budget and electrical costs are up, but perhaps because of breaks causing increased pump use.

**Rec. Fund:** Currently on budget or a little better because it was a good snow season. The bad news is there are no weddings scheduled for the season. It may prevent us having our fishing derby. Having trouble finding seasonal cleaners and front desk personnel.

**Additional items:** None.

#### **New Business:**

**Vote to update bank accounts:** Mr. Griffiths made a motion to remove Lloyd Wiley from all district bank accounts and add Sean Tole, Mr. Marks seconded, commissioners approved.

**Additional items:** Mr. Marks discussed whether we should be getting a piece of the state 9% short term rental tax back to the village district. 30% of the collected tax currently goes back to the town. He will contact our state representatives.

#### **Old Business:**

**Weeping Birches Lane – Correspondence:** The Town of Thornton sent a letter to John Marsh of Mountain Mapping requesting additional info. This is a point of information and WEVD needs to take no action at this time.

**Additional items:** Gazebo on Armsby Circle is sitting on WEVD property, but no residents are claiming ownership. Discussions took place as to whether to move it or leave it. Mr. C Smith will get input from council on district liability.

#### **Guest Business:**

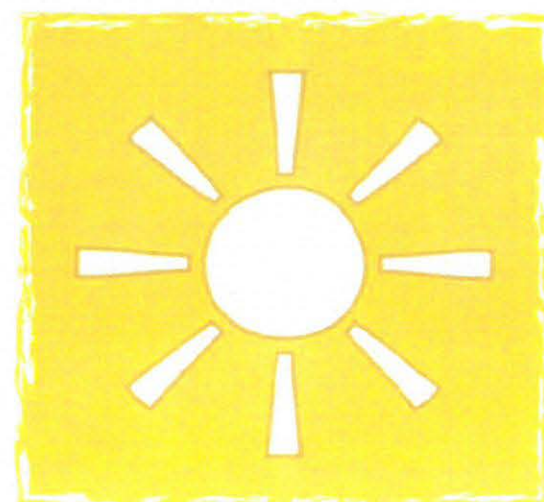
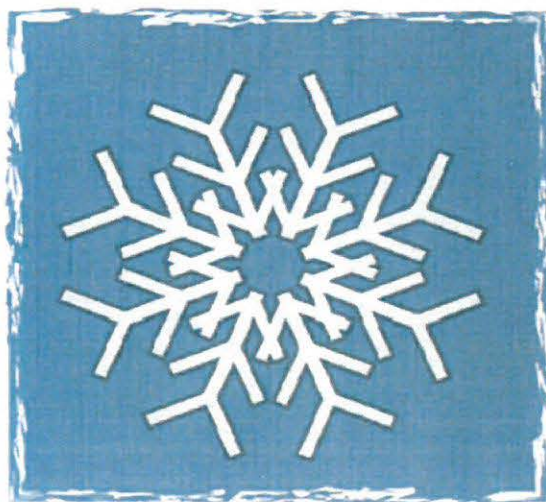
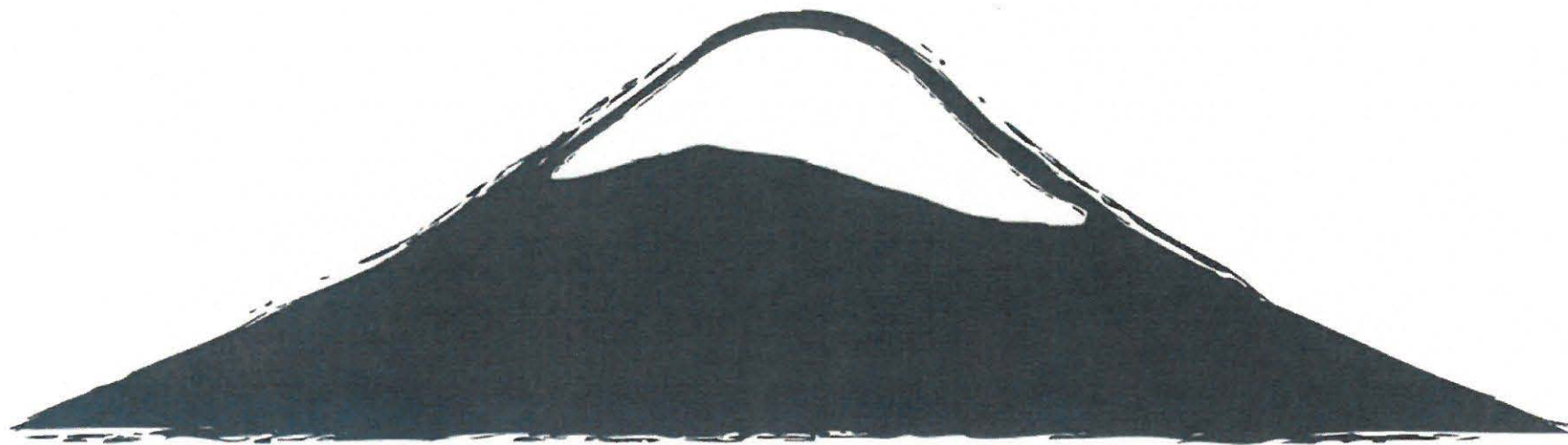
Harry Bertino asked for clarification as to whether a judge had weighed in on the validity of the article 3 amendment. He was advised that village council had offered the only opinion.

Jim Murphy did some research on ski areas and questioned how much Waterville Estates would invest in its' ski area. He offered to provide his findings to the commissioners and they accepted.

**Set next meeting:** May 23rd, 2019, 3:00 PM

**Executive Session:** Mr. Marks made a motion to go into executive session to discuss employee retention matters, Mr. Tole seconded, commissioners approved:

**Adjournment:** Mr. Marks motioned, Mr. Griffiths seconded, commissioners approved 7:18 PM



**WATERVILLE ESTATES**

# WATERVILLE ESTATE VILLAGE DISTRICT

## APRIL 24, 2019

### AGENDA

- I. Meeting called to order at 5 pm
- II. Review, amendment warrant article 3, corrections and acceptance of the March 16 meeting minutes
- III. Treasurer's Report
  - a. Account balances
  - b. Tax collections
- IV. Manager's Report
  - a. Water system updates
  - b. Ski area updates
  - c. Digital and board postings
  - d. Conflict of interest
- V. Financials
  - a. District Operations
  - b. Water Department
  - c. Rec. Fund
- VI. New Business
  - a. Vote to update bank accounts
- VII. Old Business
  - a. Weeping Birches Lane – Correspondence
- VIII. Set next meeting
- IX. Executive session
- X. Adjournment



# WATERVILLE ESTATE VILLAGE DISTRICT

## APRIL 24, 2019

### AGENDA

#### **Waterville Estates Village District Board Meeting Policy**

The commissioners will continue to post an agenda at least 48 hours prior to holding meetings.

You may request to be placed on the agenda:

Request must be submitted to Judy Kinney or Corey Smith at least 10 days prior to a scheduled meeting.

The request must contain the subject matter of the request.

Any discussion pertaining to the WEA not pertaining to the Village District will not be discussed.

The final decision to allow such requests resides with the commission.

Any attendee will be granted up to three (3) minutes to make a statement at the end of the meeting.

Video recording equipment shall only be placed at designated locations determined by the commission.

The commissioners reserve the right to allow exceptions to this policy

Art Marks

Chairman WEVD



**DRAFT**

3

## Waterville Estates Village District Meeting Minutes March 16, 2019

Attendees: Art Marks, Lloyd Willey, Andy Griffiths, Judy Kinney, Alison Wilder (clerk), Ted Kunz (treasurer), Corey Smith

- Sam called meeting to order at 9:12am
- Review of 2018 budget vs. actual (Corey Smith)
  - Income: all but \$58K of taxes from Campton; all but \$39K from Thornton
  - Expenses: \$199K under budget
    - budget surplus - adjustment for cashflow issue
    - the nature of the issue was questioned by attendees and answered by management and commissioners
    - Question from an attendee regarding the cost of the most recent audits, and the discrepancy between the two most recent audits.
- Structure and long-term planning (Lloyd Willey)
  - Mr. Willey summarized his last ten years with the commission.
    - Accomplishments include improved finances, improved roads, resurrection of ski area, dam updates, improved town relations.
    - Ongoing challenges include staffing, priority of use for facilities.
    - Proper management requires 1) good management team, 2) community input.
  - How does structure need to change over time, vis a vis the relationship between the WEA and the Village District?
  - Mr. Willey thanked the community for the opportunity to be part of WE.
  - Mr. Willey received a standing ovation for his service.
  - Mr. Smith discussed the history of major problems in WE, esp. roads and water, which have largely been addressed after years of neglect. The next major project is the community center.
  - Attendee brought up the difference in renters vs. owners vs. residents, and questioned the responsibility of the Commission to serve each group.
  - Attendee questioned how the acceptance of gifts (specifically, the CIF) and land from the WEA to the Commission works with regard to input from voters. The District is able to accept those gifts per a Warrant that was passed.

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4

## Waterville Estates Village District Meeting Minutes March 16, 2019

- Warrant Article I Election of officers
  - Election of one commissioner
    - Sean Toll made a motion to run for commissioner.
    - Lynn Willey seconded the motion.
    - An attendee brought up a potential conflict of interest in Mr. Toll acting as both a WEA board member and a district commissioner, and asked Mr. Toll whether he will resign from the WEA board if elected.
    - Ms. Ciaston points out that serving on both the Commission and the Board is legal and doesn't violate Association bylaws.
    - An attendee asks whether there is infrastructure to deal with conflicts of interest. Mr. Marks answers that board members are able to abstain from voting if they feel a potential conflict of interest. Legally, there is no infrastructure. There are policies in place on both sides, but no District bylaws.
    - Mr. Marks points out that only one Commissioner can serve on the Board, as multiple Commissioners meeting together automatically makes a District meeting.
    - Mr. Toll says that, if everyone agrees that there is a potential for conflict of interest, he'll resign from the Board if elected to the Commission.
    - Matt Smith says that, if Mr. Toll doesn't agree to resign from the Board if elected to the Commission, he will run for the Commission against Mr. Toll.
    - Mrs. Willey argues that there is benefit to having a single person serve as both a Board member and Commissioner.
    - Matt Smith made a motion to run for Commissioner. It was seconded by another attendee.
    - Mr. Toll says that he will step off the WEA Board if elected as a Commissioner.
    - Motion was made and seconded to give each candidate the floor to discuss their own interests.
      - Matt Smith doesn't believe that he should benefit at the expense of any other type of homeowner.
      - Mr. Smith withdraws from the commissioner election.
      - Mr. Toll wants to bring his skills in finance and planning to the Commission.
    - Ms. Ciaston called for a vote.
    - Mr. Toll won by unanimous vote and will serve as District Commissioner.

**DRAFT**

5

## Waterville Estates Village District Meeting Minutes March 16, 2019

- Election of clerk
  - Mr. Matt Smith made a motion to run for clerk. The motion was seconded. By unanimous vote, Mr. Smith will serve as clerk.
- Election of treasurer
  - Mr. Matt Smith nominated Mr. Kunz for treasurer. The motion was seconded. By unanimous vote, Mr. Kunz will continue to serve as treasurer.
- Swearing in of officers
  - Ms. Kinney swore in the clerk, treasurer, and new Commissioner.
- Review and passage of Warrant Article 3 for the 2019 Water Department budget
  - Mr. Marks made a motion that we accept Article 3. Mr. Griffiths seconded.
  - Ross (attendee) asked about the storage tank liner at Ski Bowl. Mr. Smith clarified that that capital item has already been completed. The primary purpose of that tank is to distribute water to households.
  - An attendee asked whether the December water shortage had to do with snowmaking. Corey Smith said that the two were not related.
  - Mark (attendee) asked whether the proposed Warrant articles require a tax rate increase. Corey Smith said that these articles have no effect on the tax rate.
  - Stan Bujowski (attendee) asked for clarification on 'Water Elements' line item on p. 25. Mr. Smith clarified that it's the summary of the two items above ('New Wells' and 'Total Water Elements.')
  - Mr. Bujowski asked for further clarification on the 'Telemetry' item on the same page. Mr. Smith said that telemetry is more sophisticated now than it was 5 years ago.
  - Ross (attendee) asked whether there were reserves for water. Mr. Smith explained that there is an unreserved fund balance for use if necessary.
  - An attendee asked if there is a long-term planning document available for water systems. Mr. Smith said that it's not made available at meetings, but is happy to provide those documents.
  - Ned (attendee) objects to using the water system for making snow. He made a motion to amend the Warrant to exclude snowmaking from the public water service. Ross seconded the motion.



**DRAFT**

6

## Waterville Estates Village District Meeting Minutes March 16, 2019

- Proposed: Amended Warrant 3:
  - To raise and appropriate for interdepartmental
  - To see if the Village District will vote to raise and appropriate the sum of Three Hundred Ninety-Eight Thousand Seven Hundred Fifty-Eight Dollars (\$398,758) for the interdepartmental water department operations, and to exclude snowmaking from the public water service. With an off set of One Hundred Three Thousand Two Hundred Dollars (\$103,200) from water fee. Commissioners recommended.
- 20 vote in favor of amendment, 9 opposed. Amendment carries.
- Motion was made and seconded for further discussion of Warrant Article 3.
  - Attendee asked about financing for the cost of the new water system. Lloyd clarified that the Commission is always weighing the options for financing.
  - Ross (attendee) asked whether the new well falls to WEA as a capital improvement project. Corey said that the answer to that is unclear, and that the District accounts for both the possibility that the WEA will pay, and that they won't.
- A motion and second for closing discussion were made. A vote to close discussion passed.
- 24 voted in favor of the Warrant, 4 opposed to Warrant. Warrant Article 3 passed.
- Review and passage of Warrant Article 4 for the 2019 Recreational Improvements
  - Mr. Toll moved to approve the Warrant. The motion was seconded.
  - Warrant Article 4 was unanimously approved.
  - Warrant Article 4 passed.
- Review and passage of Warrant Article 2 for the 2019 Operation Budget
  - A motion was made and seconded for discussion.
  - An attendee asked how the article affects the current tax rate. Corey said that there is no increase except inflation. This holds true across all proposed Warrants.
  - A motion was made and seconded to end discussion.
  - Warrant Article 2 passed unanimously.
- Old business
  - Mr. Marks wanted to publicly recognize Mr. Willey again for his service, particularly with regard to the roadway improvements and relations with the towns.

**DRAFT**

7

## Waterville Estates Village District Meeting Minutes March 16, 2019

- Review, Corrections and approval of February 8, 12, & 19 meeting minutes
  - Mr. Griffith made a motion to approve all three meeting minutes. Mr. Marks seconded. The Commission approved the minutes.
- Resident Input
  - Ross requested that the dates for Commission meetings could be emailed as soon as the meetings are scheduled, as well as the Thursday before the meetings. It's suggested that an email list for only interested parties be created, and that the meetings will be added to the website calendar early.
  - One homeowner is concerned about single-bedroom rentals for low prices (e.g. \$25, \$50/night) via short-term rental sites like AirBNB. Mr. Marks discussed laws proposed at the state level to eliminate short-term rentals.
- The next meeting is set for Friday, April 26th at 5pm.
- Adjournment
  - Andy Griffiths moved to adjourn. Art Marks seconded. Motion passed. Meeting is adjourned.

## TREASURERS REPORT ACCOUNT BALANCES as of APRIL 17, 2019

### OPERATING ACCOUNTS

Northway	155,976.87
<u>MVSB</u>	<u>167,306.69</u>
Total Operating Account	323,283.56

### WATER DEPARTMENT

Northway	1,715.63
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### REC. FUND

Northway	20,279.08
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### FRIENDS OF CAMPTON MT

Northway	28,850.17
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## TREASURERS REPORT TAX COLLECTION

### THE TOWN OF CAMPTON    APPROPRIATION    BALANCE

2016 –	985,552	14,594.26
2017 –	976,757	5,583.96
2018 –	1,069,955	49,086.45

### THE TOWN OF THORNTON

2016 –	290,944	1,426
2017 –	299,741	0
2018 -	324,690	285,597.52

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
Income			
1100.0 · WE Village District Income			
1106 · TAXES			
1105 · Campton Taxes			
1105.6 · Prior Campton Taxes	475,701.89		
3190.1 · Campton Interest	1,715.95		
Total 1105 · Campton Taxes	477,417.84		
1106.6 · Thornton Taxes			
1106.5 · Prior Thornton Taxes	135,441.56		
3190.2 · Thornton Interest	1,485.25		
Total 1106.6 · Thornton Taxes	136,926.81		
Total 1106 · TAXES	614,344.65		
Total 1100.0 · WE Village District Income	614,344.65		
3502 · MISCELLANEOUSE REVENUES			
3502.1 · Northway Interest	32.11		
3502.2 · Meredith Bank Interest	106.84		
3503 · Miscellaneous income	40,707.81		
Total 3502 · MISCELLANEOUSE REVENUES	40,846.76		
Total Income	655,191.41		
Gross Profit	655,191.41		
Expense			
3000.0 · WE Village District Expenses			
3316 · Capital Pres/ Growth & New			
4520.20 · Cap - Computer Replacement	2,579.00	9,459.00	(6,880.00)
4520.22 · Cap. - Exterior Ren. Fence	0.00	5,000.00	(5,000.00)



## WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4520.23 · Cap - Men's Locker Room Shower	0.00	8,000.00	(8,000.00)
4520.24 · Cap - Ladies Locker Room Floor	0.00	16,000.00	(16,000.00)
4520.26 · Cap - Septic System Pumps	0.00	15,455.00	(15,455.00)
4520.27 · Cap - HVAC Repairs	1,825.00	10,000.00	(8,175.00)
4520.29 · Cap - Rec. Center Security Syst	677.00	10,000.00	(9,323.00)
4520.31 · Cap-Exterior Finish - Painting (Painting the fence)	0.00	15,000.00	(15,000.00)
4520.32 · G & N - ADA	0.00	3,000.00	(3,000.00)
Total 3316 · Capital Pres/ Growth & New	5,081.00	91,914.00	(86,833.00)
4100 · GENERAL GOVERNMENT			
4130 · WEVD Administration			
4130.2 · WEVD Manager	26,153.92	85,000.00	(58,846.08)
4130.3 · Assistant Manager	21,632.06	66,000.00	(44,367.94)
Total 4130 · WEVD Administration	47,785.98	151,000.00	(103,214.02)
4130.1 · Total WEVD Administration			
4130.4 · Retirement Contribution	5,599.37	8,592.00	(2,992.63)
4130.5 · Health Reimbursement	2,201.92	7,356.00	(5,154.08)
4155.1 · Social Security	3,279.97	9,457.00	(6,177.03)
4155.2 · Medicare	896.26	2,205.00	(1,308.74)
4155.3 · NH Unemployment	62.57	140.00	(77.43)
4196.1 · Other Deductible Reimbursements	2,898.31	17,322.00	(14,423.69)
4196.2 · Health Insurance	7,114.98	38,072.00	(30,957.02)
4196.3 · Workers Comp Ins	35.17	21,700.00	(21,664.83)

## WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4196.4 · Dental Ins	345.60	1,382.00	(1,036.40)
4196.5 · Bonuses			
4196.6 · Payroll Taxes	0.00	811.00	(811.00)
4196.5 · Bonuses - Other	150.00	9,948.00	(9,798.00)
Total 4196.5 · Bonuses	150.00	10,759.00	(10,609.00)
4199.12 · Travel Reimbursement	81.55	140.00	(58.45)
Total 4130.1 · Total WEVD Administration	22,665.70	117,125.00	(94,459.30)
4150.1 · Accounting/Taxes/Audit	21,845.00	7,877.00	13,968.00
4153.1 · Legal / Consulting	1,632.40	13,297.00	(11,664.60)
4196.7 · Insurances	0.00	26,497.00	(26,497.00)
4197.1 · Advertisements	(15.55)	57.00	(72.55)
4199.10 · Licenses/Fees	311.00	594.00	(283.00)
4199.11 · Cellular Phones	170.00	1,080.00	(910.00)
4199.2 · Commissioners Stipend & Expense	724.31	3,711.00	(2,986.69)
4199.3 · Telephones	265.07	1,582.00	(1,316.93)
4199.4 · Repeaters /Radios	0.00	1,636.00	(1,636.00)
4199.5 · Computer Services	520.00	6,000.00	(5,480.00)
4199.6 · Postage	189.48	741.00	(551.52)
4199.7 · Uniforms	334.99	545.00	(210.01)
4199.8 · Bank/Finance Charge	82.50	300.00	(217.50)
4199.9 · Payroll Expenses	450.25	91.00	359.25
4311.1 · Office Supplies	572.71	4,000.00	(3,427.29)
4311.2 · Taxes/Fees/Charges	219.75	1,412.00	(1,192.25)
Total 4100 · GENERAL GOVERNMENT	97,753.59	337,545.00	(239,791.41)
4520.33 · Rec Fund Contingency	0.00	61,000.00	(61,000.00)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4520.34 · Ski Area Operation Off Set	0.00	33,000.00	(33,000.00)
Total 3000.0 · WE Village District Expenses	102,834.59	523,459.00	(420,624.41)
4220 · PUBLIC SAFETY			
4220.1 · Alarm, Fire & Water	2,422.05	4,521.00	(2,098.95)
4220.2 · Safety Supplies	39.19	2,755.00	(2,715.81)
4220.3 · Fire & Security	6,162.79	7,911.00	(1,748.21)
Total 4220 · PUBLIC SAFETY	8,624.03	15,187.00	(6,562.97)
4312 · HIGHWAYS & STREETS			
4312.01 · Roads	14,855.32	66,189.00	(51,333.68)
4312.02 · Seasonal Plowing	7,459.66	7,638.00	(178.34)
4312.03 · Contractor Plowing	18,067.00	16,942.00	1,125.00
4312.04 · Payroll Taxes	1,747.00	5,917.00	(4,170.00)
4312.05 · Health Insurance	2,355.96	9,424.00	(7,068.04)
4312.06 · Dental Insurance	172.80	691.00	(518.20)
4312.07 · Retirement	1,444.58	4,617.00	(3,172.42)
4312.08 · Travel Expense	54.00	411.00	(357.00)
4312.10 · Calcium/Magnesium Chloride	0.00	3,272.00	(3,272.00)
4312.11 · Cold Patch	0.00	3,000.00	(3,000.00)
4312.12 · Roadside Mowing/Sweeping	0.00	6,000.00	(6,000.00)
4312.13 · Culvert Expense	0.00	2,261.00	(2,261.00)
4312.14 · Road Sand & Salt	11,841.25	18,540.00	(6,698.75)
4312.15 · Equipment Rental	640.08	3,956.00	(3,315.92)
4312.16 · Equipment Repair	5,679.25	1,412.00	4,267.25
4312.17 · Misc. Projects	3,744.50	3,390.00	354.50
4312.18 · Diesel Fuel	3,542.78	22,604.00	(19,061.22)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4312.19 · Plow Gear & Sanders	0.00	5,000.00	(5,000.00)
4312.20 · Oil & Filters	23.20	565.00	(541.80)
4312.21 · Maintenance & Tune-ups	0.00	5,454.00	(5,454.00)
4312.22 · Osh Kosh Repairs	1,545.70	2,261.00	(715.30)
4312.23 · Truck Repairs	13,588.81	6,543.00	7,045.81
4312.24 · Back Hoe Repair	514.68	7,634.00	(7,119.32)
4312.25 · Body Maintenance	0.00	2,500.00	(2,500.00)
4312.26 · Tires	0.00	3,817.00	(3,817.00)
4312.27 · Shop supplies	2,015.52	4,521.00	(2,505.48)
4312.28 · Small Tools/Equipment	1,196.40	3,817.00	(2,620.60)
4312.29 · Large Equipment/Tools	44.97	1,527.00	(1,482.03)
4312.30 · Grader Repairs	0.00	3,390.00	(3,390.00)
4312.31 · Shop Electricity	0.00	3,390.00	(3,390.00)
4312.32 · Shop Heat	2,841.83	3,272.00	(430.17)
4312.9 · Misc. Material & Supplies	297.00	19,213.00	(18,916.00)
4319.1 · Consulting	181.25	25,000.00	(24,818.75)
4319.2 · Cell Phone	75.00	300.00	(225.00)
Total 4312 · HIGHWAYS & STREETS	93,928.54	274,468.00	(180,539.46)
4520 · CULTURE & RECREATION			
4520.01 · Building Wages	12,750.44	62,462.00	(49,711.56)
4520.02 · Payroll Taxes	1,022.08	4,961.00	(3,938.92)
4520.03 · Health Insurance	2,355.96	9,424.00	(7,068.04)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4520.04 · Dental Insurance	172.80	691.00	(518.20)
4520.05 · Retirement	1,200.49	5,029.00	(3,828.51)
4520.06 · Travel	27.50	225.00	(197.50)
4520.10 · Building Equipment Repairs	2,448.64	15,420.00	(12,971.36)
4520.11 · Cell Phone	75.00	300.00	(225.00)
4520.12 · Ski Area Insurance	9,999.00	18,530.00	(8,531.00)
4520.13 · Snowcat Repairs & Maint	5,255.86	21,445.00	(16,189.14)
4520.14 · Building Infrastructure	2,260.97	30,537.00	(28,276.03)
4520.15 · Employee Training	815.32	332.00	483.32
4520.16 · Pool Repair & Maint	855.00	5,255.00	(4,400.00)
4520.17 · Outdoor Lighting	378.05	764.00	(385.95)
4520.18 · Building Electric	13,788.64	66,707.00	(52,918.36)
4520.19 · Building Heat	20,406.25	67,766.00	(47,359.75)
4520.7 · Ski Area Repairs and Maint.	5,889.80	43,100.00	(37,210.20)
4520.8 · Kitchen Equipment Repairs	1,402.52	5,140.00	(3,737.48)
4520.9 · Maintenance Supplies	130.33	3,084.00	(2,953.67)
Total 4520 · CULTURE & RECREATION	81,234.65	361,172.00	(279,937.35)
4914 · WATER DIST & TREATMENT			
4914W · Contribution to Water Dept.	70,000.00		
Total 4914 · WATER DIST & TREATMENT	70,000.00		
Total Expense	356,621.81	1,174,286.00	(817,664.19)
Net Ordinary Income	298,569.60	(1,174,286.00)	1,472,855.60

# WATER DEPARTMENT

	ACTUAL	BUDGET	VARIANCE
Income			
3401 · Finance Charges	79.75		
3401.1 · Contribution from General Fund	70,000.00	295,558.00	-225,558.00
3503.1 · Interest Income	0.26		
3914W · Water Fee	400.00	103,200.00	-102,800.00
Total Income	70,480.01	398,758.00	-328,277.99
Gross Profit	70,480.01	398,758.00	-328,277.99
Expense			
2011 · Growth & New			
4909.2 · G & N - New Wells	0.00	90,000.00	-90,000.00
Total 2011 · Growth & New	0.00	90,000.00	-90,000.00
4300 · Water Dist & Treatment			
4332.1 · System Repairs,Materials,Supply	17,596.82	44,501.00	-26,904.18
4332.11 · Generator Maintenance	4,814.08	5,454.00	-639.92
4332.12 · Licenses/fees/education	177.25	1,582.00	-1,404.75
4332.2 · Water Testing - DES	360.00	2,572.00	-2,212.00
4332.3 · Leak Repairs	14,515.00	17,449.00	-2,934.00
4332.4 · Engineering	0.00	8,180.00	-8,180.00
4332.5 · Equipment Rental	0.00	1,130.00	-1,130.00
4332.6 · Telemetry	319.28	8,725.00	-8,405.72
4332.7 · Misc. Projects	0.00	8,725.00	-8,725.00
4332.8 · Subscriptions/ Dues	25.00	1,412.00	-1,387.00
4332.9 · Water System Electricity	30,811.96	72,001.00	-41,189.04
4335.1 · Water Treatment Chemicals	35.08	9,041.00	-9,005.92
Total 4300 · Water Dist & Treatment	68 654 47	180 772 00	-112 117 53

## WATER DEPARTMENT

	ACTUAL	BUDGET	VARIANCE
4700 · Debt Service			
4711 · Water Upgrade Principle	0.00	37,081.00	-37,081.00
4721 · Water Upgrade Interest	0.00	905.00	-905.00
Total 4700 · Debt Service	0.00	37,986.00	-37,986.00
Total Expense	68,654.47	308,758.00	-240,103.53
Net Income	1,825.54	90,000.00	-88,174.46

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
Income			
9000.1 · Facility Rental	45,785.52	376,860.00	-331,074.48
9000.2 · Facility Services	9,600.00	3,560.00	6,040.00
9000.3 · Tax Supplement Income	0.00	61,000.00	-61,000.00
9000.4 · Ski Area Offset	0.00	33,000.00	-33,000.00
9000.5 · Bank Interest	1.53	10.00	-8.47
9001 · Recreation Income			
9001.01 · CC Processing Fee Income	0.00	300.00	-300.00
9001.3 · Vending - Games	375.00	600.00	-225.00
9001.4 · Vending - Soda	0.00	800.00	-800.00
9001.5 · Vending - Snacks	56.50	250.00	-193.50
9001.6 · GM Income	2,248.19	5,000.00	-2,751.81
9001.7 · Tanning	120.81	200.00	-79.19
9001.8 · Misc. Income	2,948.34	30.00	2,918.34
9001.9 · Movie Rental	21.00	30.00	-9.00
Total 9001 · Recreation Income	5,769.84	7,210.00	-1,440.16
9002 · Food & Beverage Income			
9002.1 · Soda & Non Alocoholic Bev Income	472.73	5,000.00	-4,527.27
9002.2 · Food Income	112.11	38,570.00	-38,457.89
9002.3 · Liquor Income	1,582.25	52,620.00	-51,037.75
9002.4 · Beer Income	1,818.30	45,300.00	-43,481.70
9002.5 · Wine Income	336.41	6,331.00	-5,994.59
Total 9002 · Food & Beverage Income	4,321.80	147,821.00	-143,499.20



## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9003 · Campton Mt. Income			
9003.1 · Campton Mt. Fund Raiser	0.00	8,000.00	-8,000.00
9003.2 · Ski Tickets	41,895.00	30,561.00	11,334.00
9003.3 · Ski Lessons	980.00		
9003.4 · Food	40,051.07	43,236.00	-3,184.93
9003.5 · Non Alcohol Beverages	4,748.15	5,067.00	-318.85
9003.6 · Liquor	27,790.74	26,578.00	1,212.74
9003.7 · Beer	26,462.98	32,441.00	-5,978.02
9003.8 · Wine	6,730.72	7,235.00	-504.28
9003.9 · Campton Mt. Bank Interest	0.71	1.00	-0.29
Total 9003 · Campton Mt. Income	148,659.37	153,119.00	-4,459.63
9004 · Events & Functions Income			
9004.1 · Events Income	20.00	2,000.00	-1,980.00
9004.2 · Catering & Function Income			
9004.01 · Room Rental	100.00	2,000.00	-1,900.00
9004.02 · General Income	0.00	28,870.00	-28,870.00
9004.04 · Food	0.00	29,975.00	-29,975.00
9004.05 · Beer	92.38	5,000.00	-4,907.62
9004.06 · Liquor	98.10	36,000.00	-35,901.90
9004.07 · Wine	125.57	1,900.00	-1,774.43
9004.08 · Non Alcohol Beverages	76.03	200.00	-123.97
Total 9004.2 · Catering & Function Income	492.08	103,945.00	-103,452.92

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
Total 9004 · Events & Functions Income	512.08	105,945.00	-105,432.92
Total Income	214,650.14	888,525.00	-673,874.86
Cost of Goods Sold			
9005 · Cost of Goods Sold			
9005.03 · Campton Mt. Fund Raiser Food	9.11	1,600.00	-1,590.89
9005.04 · General Merchandise	676.24	2,000.00	-1,323.76
9005.06 · Vending - Soda	0.00	1,500.00	-1,500.00
9005.07 · Food	14,725.43	35,000.00	-20,274.57
9005.08 · Non Alcohol Beverages	2,788.38	7,200.00	-4,411.62
9005.09 · Beer	15,646.91	25,750.00	-10,103.09
9005.10 · Liquor	9,366.99	24,000.00	-14,633.01
9005.11 · Wine	3,511.98	6,800.00	-3,288.02
9005.12 · Bar Supplies	400.40	5,000.00	-4,599.60
9005.13 · Catering & Functions			
9005.14 · Food	0.00	9,070.00	-9,070.00
9005.15 · Bar Supplies	0.00	150.00	-150.00
9005.16 · Other Supplies	0.00	100.00	-100.00
Total 9005.13 · Catering & Functions	0.00	9,320.00	-9,320.00
Total 9005 · Cost of Goods Sold	47,125.44	118,170.00	-71,044.56
Total COGS	47,125.44	118,170.00	-71,044.56
Gross Profit	167,524.70	770,355.00	-602,830.30

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
Expense			
9101 · Business Expenses			
9101.01 · Rec. Admin Wages			
9101.02 · Admin Wages	9,817.99	31,720.00	-21,902.01
9101.03 · Workman Comp	45.04	2,200.00	-2,154.96
9101.04 · Payroll Taxes	780.33	629.00	151.33
9101.05 · Travel	51.66	550.00	-498.34
9101.21 · Phone	150.00	600.00	-450.00
Total 9101.01 · Rec. Admin Wages	10,845.02	35,699.00	-24,853.98
9101.07 · Copier Lease	846.00	1,700.00	-854.00
9101.08 · Dues & Subscriptions	406.22	3,500.00	-3,093.78
9101.09 · Office Supplies	1,242.72	4,500.00	-3,257.28
9101.10 · Finance Charges	4,834.03	15,800.00	-10,965.97
9101.11 · Licenses & Fees	647.20	7,080.00	-6,432.80
9101.12 · Misc. Expenses	337.11	1,200.00	-862.89
9101.13 · Telephone	1,488.84	6,000.00	-4,511.16
9101.14 · Internet Access	695.18	3,500.00	-2,804.82
9101.15 · Advertising	391.83	200.00	191.83
9101.16 · Postage	163.49	1,000.00	-836.51
9101.17 · Computer Support	5,304.99	7,000.00	-1,695.01
9101.18 · Computer Supplies	184.97	1,000.00	-815.03

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9101.19 · Cable	553.13	2,500.00	-1,946.87
9101.20 · Payroll Fee	337.25	500.00	-162.75
Total 9101 · Business Expenses	28,277.98	91,179.00	-62,901.02
9200 · Infrastructure Expenses			
9200.0 · Infrastructure Wages			
9200.01 · Cleaning Wages	23,150.85	89,948.00	-66,797.15
9200.02 · Grounds Wages	1,015.07	16,365.04	-15,349.97
9200.03 · Payroll Taxes	1,783.87	8,263.00	-6,479.13
9200.04 · Health Insurance	2,355.96	9,424.00	-7,068.04
9200.05 · Dental Insurance	172.80	691.00	-518.20
9200.06 · Retirement	1,164.07	4,281.00	-3,116.93
9200.07 · Travel	219.80	200.00	19.80
9200.08 · Cell Phone	75.00	300.00	-225.00
9200.09 · Employee Education	305.00	305.00	0.00
9200.10 · Criminal Record	0.00	50.00	-50.00
Total 9200.0 · Infrastructure Wages	30,242.42	129,827.04	-99,584.62
9200.11 · Equipment Rental	0.00	200.00	-200.00
9200.12 · Cleaning Supplies	831.72	6,000.00	-5,168.28
9200.13 · Pool Chemicals & Supplies	1,405.57	22,500.00	-21,094.43
9200.14 · Other Supplies	329.74	2,000.00	-1,670.26
9200.16 · Pool & Spa Inspection	0.00	250.00	-250.00
9200.18 · Carpet Cleaning	250.00	1,500.00	-1,250.00
9200.19 · Pest Control	28.80	2,500.00	-2,471.20

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9200.20 · Landscaping	1,327.34	5,000.00	-3,672.66
9200.21 · Trash Removal	2,242.52	8,000.00	-5,757.48
9200.22 · Outdoor Repairs & Maintenance	0.00	700.00	-700.00
9200.23 · Paddle Boat Repairs	0.00	600.00	-600.00
Total 9200 · Infrastructure Expenses	36,658.11	179,077.04	-142,418.93
9300 · Campton Mt. Expenses			
9300.01 · Ski Area Wages			
9300.02 · Ski Bartender Wages	9,053.01	10,220.00	-1,166.99
9300.03 · Cook Wages	16,714.75	24,266.04	-7,551.29
9300.04 · Lifties & Patrol Wages	24,619.94	24,785.00	-165.06
9300.05 · Trail Grooming Wages	1,718.14	4,690.00	-2,971.86
9300.06 · Ski Instructor Commission	644.98		
9300.07 · Payroll Taxes	5,848.48	5,588.00	260.48
9300.08 · Criminal Record	250.00	200.00	50.00
9300.1 · Ski Cleaning Wages	1,150.01	3,706.00	-2,555.99
Total 9300.01 · Ski Area Wages	59,999.31	73,455.04	-13,455.73
9300.10 · Building Heat	3,251.25	6,000.00	-2,748.75
9300.12 · Cable & Internet	1,555.77	4,300.00	-2,744.23
9300.13 · Bar Supplies	1,012.43	800.00	212.43
9300.14 · Kitchen Supplies	1,767.45	5,000.00	-3,232.55
9300.15 · Cleaning Supplies	1,500.29	2,000.00	-499.71
9300.16 · Fund Raising Expenses	0.00	7,200.00	-7,200.00
9300.17 · Misc. Expenses	921.31	6,500.00	-5,578.69

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9300.18 · Mowing	0.00	2,400.00	-2,400.00
9300.19 · Inspections	0.00	2,850.00	-2,850.00
9300.20 · Tickets	1,389.96	2,000.00	-610.04
9300.21 · Trash Removal	1,336.63	5,000.00	-3,663.37
9300.23 · Web Hosting	486.00	400.00	86.00
9300.25 · Electric	5,632.11	16,000.00	-10,367.89
9300.26 · Snowmobile Maintenance	279.92	500.00	-220.08
Total 9300 · Campton Mt. Expenses	79,132.43	134,405.04	-55,272.61
9400 · Skating Pond			
9401 · Jeep Expenses	140.85		
Total 9400 · Skating Pond	140.85		
9500 · Lounge Expenses			
9500.01 · Lounge Wages			
9500.0 · Summer Recreation Person	0.00	5,250.00	-5,250.00
9500.02 · F & B & F Admin Wages	6,201.59	18,463.00	-12,261.41
9500.05 · F & B General Support	1,190.27	2,000.00	-809.73
9500.06 · Bartenders	232.27	11,280.00	-11,047.73
9500.07 · Kitchen Wages	2,111.81	45,140.00	-43,028.19
9500.08 · Pool Side Servers	22.18	2,040.00	-2,017.82
9500.09 · Event Staff	0.00	1,310.01	-1,310.01
9500.10 · Health Insurance	4,711.92	18,848.00	-14,136.08
9500.11 · Dental Insurance	345.60	1,382.00	-1,036.40
9500.12 · Retirement	2,562.69	4,483.00	-1,920.31
9500.13 · Payroll Taxes	1,131.33	7,954.00	-6,822.67

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9500.14 · Cell Phone	150.00	600.00	-450.00
9500.15 · Employee Education	50.75	750.00	-699.25
9500.16 · Criminal Record	0.00	300.00	-300.00
9500.17 · Travel	125.00	1,500.00	-1,375.00
Total 9500.01 · Lounge Wages	18,835.41	121,300.01	-102,464.60
9500.19 · Comped & House Charges	7.00	400.00	-393.00
9500.20 · Waste Product	13.85	1,500.00	-1,486.15
9500.21 · Bar Supplies	41.90	2,000.00	-1,958.10
9500.22 · Kitchen Supplies	0.00	6,000.00	-6,000.00
9500.24 · Casual Labor	0.00	300.00	-300.00
9500.25 · Meals Tax	10,658.00	27,275.00	-16,617.00
9500.26 · Entertainment	14,200.00	22,000.00	-7,800.00
9500.27 · Event Expenses	551.61	10,000.00	-9,448.39
9500.28 · Lounge Supplies	0.00	5,000.00	-5,000.00
9500.29 · Laundry & Uniforms	2,068.68	9,000.00	-6,931.32
9500.30 · Rec. Supplies	0.00	1,000.00	-1,000.00
9501 · Catering & Function			
9501.01 · Catering & Function Staff	297.75	14,298.00	-14,000.25
9501.02 · Payroll Taxes	23.21	2,341.00	-2,317.79
9501.03 · Catering & Function Expenses	233.35	8,000.00	-7,766.65
9501.04 · Wedding Commission	0.00	3,000.00	-3,000.00
9501.05 · Function Rental Expenses	0.00	3,477.00	-3,477.00
9501.06 · Advertisement	3,979.27	12,000.00	-8,020.73
9501.07 · Web Hosting	0.00	2,000.00	-2,000.00

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9501.08 · Catering/Function Vendor	0.00	20,000.00	-20,000.00
9501.09 · Wedding Coordinator Allowance	262.99	1,800.00	-1,537.01
Total 9501 · Catering & Function	4,796.57	66,916.00	-62,119.43
Total 9500 · Lounge Expenses	51,173.02	272,691.01	-221,517.99
9600 · Front Desk Expenses			
9600.01 · Front Desk Wages			
9600.02 · Front Desk	22,019.12	85,232.00	-63,212.88
9600.03 · Payroll Taxes	1,765.80	6,732.00	-4,966.20
9600.04 · Travel	0.00	50.00	-50.00
9600.05 · Criminal Record	25.00	50.00	-25.00
9600.06 · Cell Phone	75.00	300.00	-225.00
Total 9600.01 · Front Desk Wages	23,884.92	92,364.00	-68,479.08
9600.07 · Purchased Movies	0.00	25.00	-25.00
9600.08 · Front Desk Expense	456.35	1,500.00	-1,043.65
Total 9600 · Front Desk Expenses	24,341.27	93,889.00	-69,547.73
Total Expense	219,723.66	771,241.09	-551,517.43
Net Income	-52,198.96	-886.09	-51,312.87



## WEeping BIRCHES CORRESPONDENCE



Town of Thornton • 16 Merrill Access Road • Thornton, NH 03285 • 603.726.8168

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April 5, 2019

John March  
dba Mountain Mapping  
PO Box 291  
Campton, NH 03223

Re: Weeping Birches Lane

Dear Mr. March:

As you are probably aware, two years ago at town meeting, residents voted to allow the Board of Selectmen to accept Weeping Birches Lane once it was completed and improved to the satisfaction of the BOS. The road construction has been completed and the construction bond was released last fall to Mr. Avallone and/or his company.

A deed was prepared for the road by the Waterville Estates Village District's attorney, signed and presented to the Town of Thornton. The town was not satisfied with the proposed deed and declined to accept and record it. Due to apparent insufficiencies of said deed, the board conducted some research of the entire matter.

Please find enclosed a copy of a letter dated December 12, 2018 that was sent to Mr. Avallone outlining concerns and deficiencies that were noted by the BOS. You will note one of the biggest concerns is the lack of an as-built plan illustrating the area around the cul-de-sac and associated improvements. There also appears to be contradictions between recorded plans, deeds and condominium declarations relative to that section of the road.

The letter also described concerns over the stormwater detention pond. Those concerns appear to be close to resolution as the abutting owners are willing to take ownership of this structure and be responsible for all future maintenance.

The Board has met and had multiple conversations with abutting land owners in an attempt to resolve the issues outlined in the enclosed letter. It is the intent of the Board of Selectmen to ultimately accept a deed to Weeping Birches Lane. The abutting owners are frustrated with the current situation and are trying to work with the Board to resolve all concerns. To date, to our

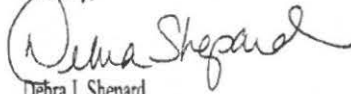
knowledge, Mr. Avallone has not responded in any fashion to the town, to Waterville Estates Village District or the residents of Weeping Birches Lane.

In an attempt to alleviate the outlined issues, would you be willing to meet with Vice Chairman Sabourn and myself to discuss the Board's concerns? Perhaps you can offer information or clarification for some of the questions raised. Any assistance you may be able to provide in this matter would be greatly appreciated by all involved.

I look forward to hearing from you soon.

Thank you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Debra J. Shepard".

Debra J. Shepard

Town Administrator

Enclosure

cc: Anthony Patti, President, Gray Birches Condominium Association  
Corey Smith, General Manager, WEVD

COMBINATION WATERVILLE ESTATES VILLAGE DISTRICT / WATERVILLE ESTATES  
ASSOCIATION LONG TERM PLANNING

May 5, 2019 MEETING MINUTES

Attendees: Art Marks, Andy Griffiths, Corey Smith, Judy Kinney, Matt Smith, Ted Kunz, Mike Hering, Madhavi Challagulla.

Guests: Andrea Canfield, Harry Bertino

Called to order: Mr. Hering at 8:02 AM

**Discussion:**

**Reserve Advisors Incorporated:** Waiting for a proposal to update our capital infrastructure maintenance cost requirements. Mr. Hering expressed concern about the quality of the previous report pointing out they missed picking up the dam in their original inventory.

**Database of Experts:** Mr. M Smith suggested we find out who in the community has what expertise that would be willing to consult with Waterville Estates Association (WEA) and Waterville Estates Village District (WEVD) to cross check outside consultants findings and capital expenditure decisions.

**Personal Matters:** Personal conflicts were discussed. An executive session at the next WEVD meeting was requested by a concerned party. Mr. Marks read from the following email.

Sat, Mar 23, 7:52  
PM

to wea.president, awmarks7, corey

Hello,

Moving forward I could do without Corey Smith's drama at meetings. As I stated in the meeting today the REC's are changed by 2/3 approval by the membership (except dues and CIF). He doesn't have to believe me but it is in the WEA REC's Article XVII. Much like the WEVD needs rules to address residents being improperly treated by non residents in WEVD meetings, the WEA needs rules to address owners being improperly treated by non owners in WEA meetings. Last time I checked Corey Smith is neither an owner or resident. I appreciate he is both the WEVD General Manager and the WEA Community Manager (still not sure how that doesn't create conflict of interest or ethic issues) but I am not going to meetings to be hassled by him.

Harry Bertino

**Changing use of CIF:** Ms. Challagulla proposed modifying CIF to augment WEVD funds to get things done. The WEA board is currently discussing what is appropriate CIF use. Using the concept of life cycle costs for assets acquired by the WEVD were discussed.

**Communication:** Mr. M Smith suggested that for projects proposed, justification, expected initial capital cost, life cycle cost (maintenance and eventual replacement), funding source, mitigating revenues, and amenity benefit should be the standard information presented at any public meeting. Mr. Marks observed that life cycle costing methods have been used by WEA and WEVD when considering the transfer of assets.

**Call for Committees:** Ms. Canfield pointed out that decision by committee makes the greater community more comfortable than autonomous decisions. She suggested a decorating committee among others. A constant contact email should be sent out inviting the community to participate.

**Current Year Improvements, Gym and Teen Room:** Ms. Canfield asked if the teen room is used. Ms. Challagulla indicated that the WEA board is investigating the matter. Ms. Challagulla asked if accomplishing upgrades to these spaces is possible this year, Mr. C. Smith indicated that it could be accomplished this fiscal year. \$30,000 (\$15,000 already approved in WEVD budget, requires \$15,000 from CIF) is currently estimated for the gym and \$15,000 (requires use of CIF) estimated. The WEA board is working to be able to put to a vote on June 22<sup>nd</sup>.

**Tennis Courts:** Ms. Challagulla proposed moving tennis court upgrades out to 2021 and using volunteers to paint out a pickle ball court on the tennis court with the justification that using an outside professional for the paint job would not be a good investment if the courts were to be replaced in 2021. Also, do we need four tennis courts or could we eliminate the two on the hill as there are water and drainage issues.

**Men's and Ladies Locker Room:** Ms. Challagulla proposed a spin dryer for bathing suits to be purchased this year, not to dry, but remove excess moisture. Ms. Challagulla asked that it be added to the next WEVD agenda as it would be purchased with CIF and be gifted to the district. A July WEA board vote was proposed. Balance of work, \$30,000, would be in 2020 with \$16,000 already approved by WEVD and remaining \$14,000 required from CIF.

**Rec Center Work:** Mr. Marks pointed out that from the last week in June through Labor Day, the Rec Center is too busy to allow for interior work. Therefore, WEA and WEVD decision deadlines must be met to meet schedules and expectations. Mr. C Smith proposed a 90-day planning period, 30-day cost estimating period, and that the board and/or district must act within a 60-day window for work to start.

**Conveying CIF Assets to WEVD:** Mr. C. Smith indicated he would contact our legal counsel to firm up our understanding on how WEA should convey assets to WEVD.

#### **New Business:**

None

#### **Old Business:**

None

#### **Guest Business:**

**None**

**Set next meeting:** June 23rd, 2019, 8:00 AM

**Adjournment:** Mr. Hering adjourned 10:34 AM

## WATERVILLE ESTATES VILLAGE DISTRICT

### May 23, 2019 MEETING MINUTES

Attendees: Andy Griffiths, Art Marks, Corey Smith, Judy Kinney, Matt Smith, Sean Tole, Ted Kunz

Guests: Rick and Kathleen Tochio, Judy and Russ Lewis, James Paino, Robert Mate(sp?), Ross and Kristin Bouchard, Joan (sp?) Wood, Loren Bennet, Arnold Goldman (sp?), Libby Griffiths, Bobbi and Dave Ketcham, Elizabeth and Raymon Beauregard (sp?), Jeffrey Hannon, Davis Spinney, Mike Hering, John and Nicole Cox. Catalina and Rick Celentano, Stanley Bujalski, Individual (sp?), Aaron Wood, Harry Bertino, Jim Murphy, John Herlihy, Patrick Frawley (sp?), Terri Tole

Called to order: Mr. Marks at 3:07 PM

Review and approval of Meeting Minutes for April 24<sup>th</sup> and May 5<sup>th</sup> 2019 is postponed until the next meetings so corrections may be implemented.

#### **Treasurer Report:**

Account balances

##### **Operating Accounts**

Northway Operating Account	\$45,578.53
<u>MVSB Operating Account</u>	<u>\$167,339.82</u>
Total Operating Account	\$212,918.35

##### **Water Department**

Northway	\$3,156.45
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##### **Rec. Fund Account**

Northway Rec. Fund account	\$20,094.24
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##### **Friends of Campton Mt.**

Northway Friends of Campton Mt	\$28,850.41
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##### **Tax Collection as of today's date**

Town of Campton	APPROPRIATION	BALANCE
2016	\$985,552	\$14,594.26
2017	\$976,757	\$5,583.96
2018	\$1,069,955	\$40,090.06

Town of Thornton		
2016	\$290,944	\$1,426

2017	\$299,741	\$0
2018	\$324,690	\$15,737.83

## **Manager Report:**

**Water system updates:** Spent \$50,000 on maintenance against \$44,000 budget. Water breaks subsiding. Valve station upgrade complete on Summit, added pre-cast service pit. Waterline upped from 2" to 4' near ski area.

**Reserve Advisors:** \$7850 would provide a 30-year capital plan not including community growth.

**Mahogany fence estimate from roofers:** Hired fence builder for \$9000. Fence went up in 2009.

**Short term rentals:** State collects 9% tax and returns 30% (of the 9%) to the town. Campton and Thornton do not return funds to Waterville Estates. Mr. Marks suggested WEVD voters talk to their state representative and town selectman to attempt to get the cut that should be coming to us. Mr. Bouchard will work on a registered voter petition to submit to town and state.

## **Ski area updates**

**Chair lift safety circuit re-wiring estimate:** The cost estimate is \$3,000-5,000.

**Septic design estimate:** The design cost is \$2,300. Reserve Advisors will provide advice on when the new design might need to be installed.

**Counterweight:** Need to raise and add new liner, parts on order.

## **Roundtable with legal counsel**

Bart Mayer provided background on his experience. Represents 35 towns. 75 trips to State Supreme Court. Attends 4-5 town meetings per year.

**Discussion of invalid amendment to 2019 warrant Article 3:** Article purpose was funding water system operating budget. Amendment was to affect use of water for snow making, not matters associated with the budget. Mr. Mayer stated that the amendment was invalid and therefore the article passed and the amendment are invalid. Mr. Mayer recommended that voters consider a "water purpose" article next year.

**Weeping Birches:** Mr. Mayer advised that the WEVD Commissioners did everything they could to be sure the road would meet town standards including an engineering report. Thornton selectman chose to release the bond before accepting the road, then balked on signing the deed. The only open issue is the towns (Thornton) concern with the property description on the deed. WEVD has no power or ability to compel the town of Thornton.

**WEVD Commissioners responsibilities to taxpayers:** Per Mr. Mayer, voters are legislators who convene once a year. Only they can exercise that authority, not all taxpayers. When the meeting closes, a registered voter is no different than any other taxpayer. Commissioners have to consider the interests of all parties within the geographic area they are responsible for. The WEVD was created for recreation, roads, and water.



**Conflict of interest between someone being a WEVD Commissioner and a WEA Board Member:** Per Mr. Mayer, where the individual has no interest that differs from the general community, there is no conflict. Mr. Mayer did not feel there was a conflict of interest in a WEVD Commissioner also being a WEA Board member and in fact it might be beneficial.

**Weddings in a facility for recreation where that facility is funded by taxpayers:** As long as this use is subordinate to the needs of the community, legal precedence says it's allowable. Mr. Marks who is responsible to do the accounting to evaluate whether this subordinate use is beneficial to the community. Bart and Mr. Marks observed that some benefits may not show up on the wedding spreadsheet.

**Individuals rights to free speech:** The right place and time for criticism is at the commissioner meeting so their concerns are reflected in the meeting minutes. The Commissioners have a responsibility to bring concerns expressed through back channels in public forum.

**The application of ADA requirements to the Recreation Center:** The public has the right to access to public programs. As an example, if a town officer has a second story office that a member of the public can't access, the officer must go to the first floor to make himself available for that individual.

#### **Financials:**

**District Operations:** Nothing extraordinary to report.

**Water Department:** Nothing extraordinary to report.

**Rec. Fund:** Nothing extraordinary to report.

**Friends of Campton Mountain:** Nothing extraordinary to report.

**New Business:** None

#### **Old Business:**

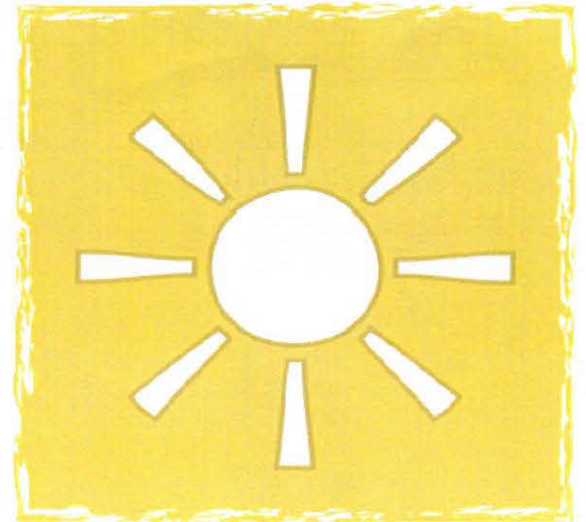
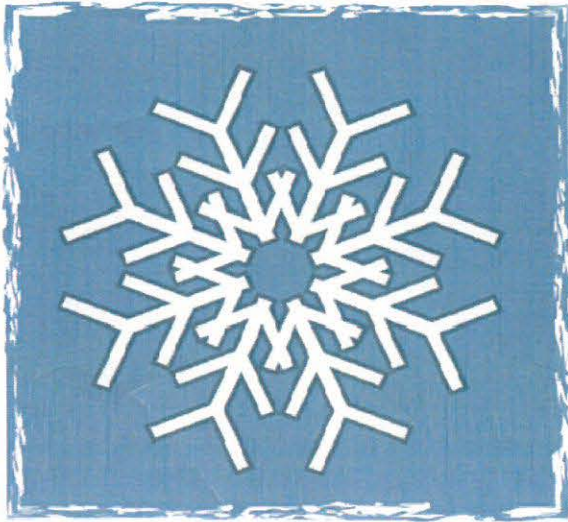
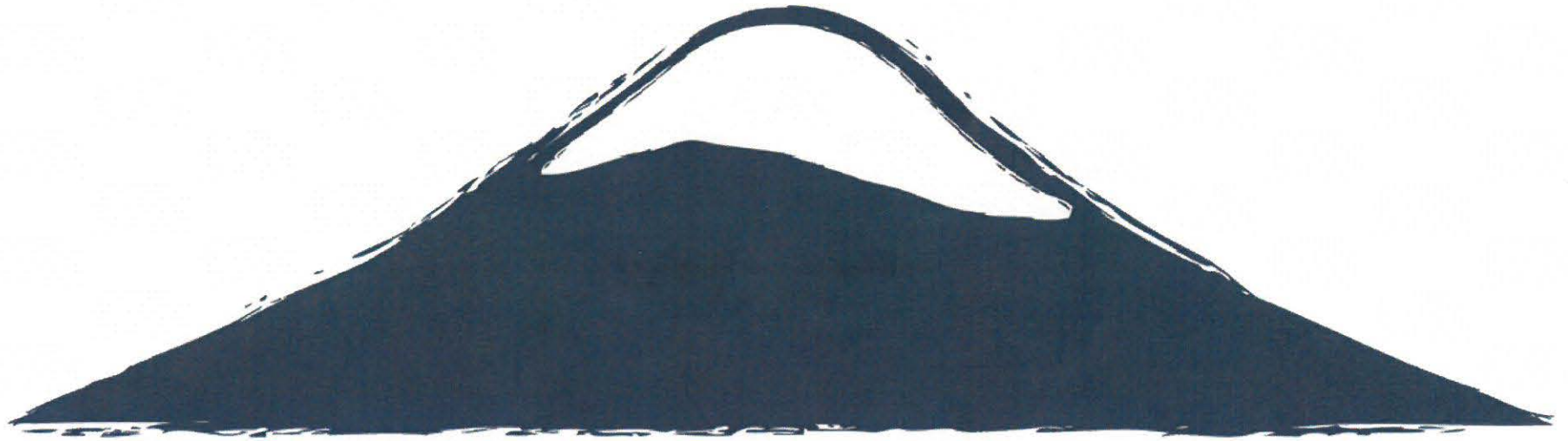
**District liability for gazebo/pergola on Armsby:** More investigation required.

#### **Guest Business:**

**Additional items:** Mold in the Men's Locker Room was discussed. Corey indicated that he is searching for the root cause. He has been unable to replicate a condition where a leak in the wall would reveal itself. Mr. Paino, agreed to help Corey find the leak.

**Set next meeting:** June 27th, 2019, 3:00 PM

**Adjournment:** Mr. Tole motioned, Mr. Griffiths seconded, commissioners approved 5:54 PM



**WATERVILLE ESTATES**

# WATERVILLE ESTATES VILLAGE DISTRICT

## MAY 23, 2019

### AGENDA

- I. Meeting called to order at 3 PM
- II. Review, corrections and acceptance of April 24 and May 5<sup>th</sup> meeting minutes
- III. Treasurer's Report
  - A. Account Balances
  - B. Tax Collections
- IV. Manager's Report
  - A. Water System updates
  - B. Reserve Advisors
  - C. Mahogany Fence estimate from roofers
  - D. Short term rental tax
  - E. Ski Area update
    - I. Chair lift safety circuit re-wiring estimate
    - II. Ski area septic design estimate
  - F. Round table with legal counsel
- V. Financials
  - I. District Operating Account
  - II. Water Department Account
  - III. Rec. Fund Account
  - IV. Friends of Campton Mt. Account
- VI. New business
- VII. Old business
  - I. Voter input on snow making

# WATERVILLE ESTATES VILLAGE DISTRICT

## MAY 23, 2019

### AGENDA

- IX. Set next meeting
- X. Executive session
- XI. Adjournment

#### **Waterville Estates Village District Board Meeting Policy**

The commissioners will continue to post an agenda at least 48 hours prior to holding meetings.

You may request to be placed on the agenda:

Request must be submitted to Judy Kinney or Corey Smith at least 10 days prior to a scheduled meeting.

The request must contain the subject matter of the request.

Any discussion pertaining to the WEA not pertaining to the Village District will not be discussed.

The final decision to allow such requests resides with the commission.

Any attendee will be granted up to three (3) minutes to make a statement at the end of the meeting.

Video recording equipment shall only be placed at designated locations determined by the commission.

The commissioners reserve the right to allow exceptions to this policy

Art Marks

Chairman WEVD

# WATERVILLE ESTATES VILLAGE DISTRICT

## April 24, 2019 MEETING MINUTES

3

Attendees: Andy Griffiths, Art Marks, Corey Smith, Judy Kinney, Matt Smith, Sean Tole

Guests: Harry Bertino, Jim Murphy, Tony LeMenager, Carlos Cabral

Called to order: Art Marks at 5:02 PM

**Review, amendment warrant article 3 from March 2016:** Per village council, amendment not presented to all voters, so not valid. Three choices, hold a village hearing, accept amendment, or reject amendment. Per Mr. C. Smith, state allows use of well water (for snowmaking) with discharge permit. Mr. Tole made a motion to hold a discussion, on the amendment, with registered voters at the next meeting, seconded by Mr. Griffiths, commissioners approved.

**March 16, 2019 meeting minute approval:** Mr. Griffiths motioned to accept with correction, Mr. Tole seconded, commissioners approved.

### **Treasurer Report:**

Account balances

### **Operating Accounts**

Northway Operating Account	\$155,976.87
<u>MVSB Operating Account</u>	<u>\$167,306.69</u>
Total Operating Account	\$323,283.56

### **Water Department**

Northway	\$1,715.63
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### **Rec. Fund Account**

Northway Rec. Fund account	\$ 20,279.08
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### **Friends of Campton Mt.**

Northway Friends of Campton Mt	\$ 28,850.17
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WATERVILLE ESTATES VILLAGE DISTRICT  
April 24, 2019 MEETING MINUTES

Tax Collection as of today's date

Town of Campton	APPROPRIATION	BALANCE
2016	\$985,552	\$14,594.26
2017	\$976,757	\$5,583.96
2018	\$1,069,955	\$49,086.45
Town of Thornton		
2016	\$290,944	\$1,426
2017	\$299,741	\$0
2018	\$324,690	\$39,092.44

2016 and 2017 balances still being pursued by the towns. 2018 numbers are as of December, 2018.

Manager Report:

- a. Water system updates:** Water samples good. A lot of water breaks this winter addressed by outside contractors because staff consumed with snow and sand management. Over \$16k of \$17k budget spent to date. Upgrading some pump stations.
- b. Ski area updates:** New rope two motor. Ski area shut down for season. Revenues beat budget. Mr. Tole inquired about condition of chair lift and whether a re-build was warranted. Mr. C. Smith thinks getting a budget number is warranted but it's only the safety circuit that is in question. Mr. C Smith is getting a budget number for design cost for a new septic system at the ski area.
- c. Digital and board postings:** Ongoing. Meeting dates are emailed immediately with a reminder before the meeting.

# WATERVILLE ESTATES VILLAGE DISTRICT

## April 24, 2019 MEETING MINUTES

5

**d. Conflict of interest:** Mr. Marks pointed out that there are no RSA's suggesting whether there is conflict of interest when being on a board or being a district commissioner or a selectman. Rather, that all the RSA's seem to be more concerned with conflict of interest with respect to officials engaging in activities that benefit themselves personally.

**e. Additional items:** Mr. C. Smith has a contract with a roofing company at \$3.85 per square foot to repair parts of Rec Center roof. Mahogany fence work budgeted at \$5k, but numbers are coming in at \$9k. Mr. C Smith will get a price from the roofer for the fence work. Mr. C. Smith reported that tennis court work was budgeted at \$50k but verbal quotes are coming in at \$100k. Mr. C, Smith reported backhoe problems that may require leasing a new machine at \$26k. Buying a new machine was \$93k after \$30k trade in of old backhoe. Maintenance is ongoing at the Rec. Center.

### Financials:

**District Operations:** Currently in line with budget.

**Water Department:** Water breaks are challenging the budget and electrical costs are up, but perhaps because of breaks causing increased pump use.

**Rec. Fund:** Currently on budget or a little better because it was a good snow season. The bad news is there are no weddings scheduled for the season. It may prevent us having our fishing derby. Having trouble finding seasonal cleaners and front desk personnel.

**Additional items:** None.

### New Business:

**Vote to update bank accounts:** Mr. Griffiths made a motion to remove Lloyd Wiley from all district bank accounts and add Sean Tole, Mr. Marks seconded, commissioners approved.

**Additional items:** Mr. Marks discussed whether we should be getting a piece of the state 9% short term rental tax back to the village district. 30% of the collected tax currently goes back to the town. He will contact our state representatives.



# WATERVILLE ESTATES VILLAGE DISTRICT

## April 24, 2019 MEETING MINUTES

6

### **Old Business:**

**Weeping Birches Lane – Correspondence:** The Town of Thornton sent a letter to John Marsh of Mountain Mapping requesting additional info. This is a point of information and WEVD needs to take no action at this time.

**Additional items:** Gazebo on Armsby Circle is sitting on WEVD property, but no residents are claiming ownership. Discussions took place as to whether to move it or leave it. Mr. C Smith will get input from council on district liability.

### **Guest Business:**

Harry Bertino asked for clarification as to whether a judge had weighed in on the validity of the article 3 amendment. He was advised that village council had offered the only opinion.

Jim Murphy did some research on ski areas and questioned how much Waterville Estates would invest in its' ski area. He offered to provide his findings to the commissioners and they accepted.

**Set next meeting:** May 23rd, 2019, 3:00 PM

**Executive Session:** Mr. Marks made a motion to go into executive session to discuss employee retention matters, Mr. Tole seconded, commissioners approved:

**Adjournment:** Mr. Marks motioned, Mr. Griffiths seconded, commissioners approved 7:18 PM

# COMBINATION WATERVILLE ESTATES VILLAGE DISTRICT / WATERVILLE ESTATES ASSOCIATION LONG TERM PLANNING May 5, 2019 MEETING MINUTES

Attendees: Art Marks, Andy Griffiths, Corey Smith, Judy Kinney, Matt Smith, Ted Kunz, Mike Hering, Madhavi Challagulla.

Guests: Andrea Canfield, Harry Bertino

Called to order: Mr. Hering at 8:02 AM

## **Discussion:**

**Reserve Advisors Incorporated:** Waiting for a proposal to update our capital infrastructure maintenance cost requirements. Mr. Hering expressed concern about the quality of the previous report pointing out they missed picking up the dam in their original inventory.

**Database of Experts:** Mr. M Smith suggested we find out who in the community has what expertise that would be willing to consult with Waterville Estates Association (WEA) and Waterville Estates Village District (WEVD) to cross check outside consultants' findings and capital expenditure decisions.

**Personal Matters:** Personal conflicts were discussed. An executive session at the next WEVD meeting was requested by a concerned party.

**Changing use of CIF:** Ms. Challagulla proposed modifying CIF to augment WEVD funds to get things done. The WEA board is currently discussing what is appropriate CIF use. Using the concept of life cycle costs for assets acquired by the WEVD were discussed.

**Communication:** Mr. M Smith suggested that for projects proposed, justification, expected initial capital cost, life cycle cost (maintenance and eventual replacement), funding source, mitigating revenues, and amenity benefit should be the standard information presented at any public meeting.

# COMBINATION WATERVILLE ESTATES VILLAGE DISTRICT / WATERVILLE ESTATES ASSOCIATION LONG TERM PLANNING May 5, 2019 MEETING MINUTES

**Call for Committees:** Ms. Canfield pointed out that decision by committee makes the greater community more comfortable than autonomous decisions. She suggested a decorating committee among others. A constant contact email should be sent out inviting the community to participate.

**Current Year Improvements, Gym and Teen Room:** Ms. Canfield asked if the teen room is used. Ms. Challagulla indicated that the WEA board is investigating the matter. Ms. Challagulla asked if accomplishing upgrades to these spaces is possible this year, Mr. C. Smith indicated that it could be accomplished this fiscal year. \$30,000 (\$15,000 already approved in WEVD budget, requires \$15,000 from CIF) is currently estimated for the gym and \$15,000 (requires use of CIF) estimated. The WEA board is working to be able to put to a vote on June 22<sup>nd</sup>.

**Tennis Courts:** Ms. Challagulla proposed moving tennis court upgrades out to 2021 and using volunteers to paint out a pickle ball court on the tennis court with the justification that using an outside professional for the paint job would not be a good investment if the courts were to be replaced in 2021. Also, do we need four tennis courts or could we eliminate the two on the hill as there are water and drainage issues.

**Men's and Ladies Locker Room:** Ms. Challagulla proposed a spin dryer for bathing suits to be purchased this year, not to dry, but remove excess moisture. Ms. Challagulla asked that it be added to the next WEVD agenda as it would be purchased with CIF and be gifted to the district. A July WEA board vote was proposed. Balance of work, \$30,000, would be in 2020 with \$16,000 already approved by WEVD and remaining \$14,000 required from CIF.

**Rec Center Work:** Mr. Marks pointed out that from the last week in June through Labor Day, the Rec Center is too busy to allow for interior work. Therefore, WEA and WEVD decision deadlines must be met to meet schedules and expectations. Mr. C Smith proposed a 90-day planning period, 30-day cost estimating period, and that the board and/or district must act within a 60-day window for work to start.

**Conveying CIF Assets to WEVD:** Mr. C, Smith indicated he would contact our legal counsel to firm up our understanding on how WEA should convey assets to WEVD.

**New Business:** None

**Old Business:** None

**Guest Business:** None

**Set next meeting:** June 23rd, 2019, 8:00 AM

**Adjournment:** Mr. Hering adjourned 10:34 AM

## TREASURER'S REPORT ACCOUNT BALANCES as of MAY 14, 2019

### OPERATING ACCOUNTS

Northway	45,578.53
<u>MVSB</u>	<u>167,339.82</u>
Total Operating Accounts	212,918.35

### WATER DEPARTMENT

Operating Account	3,156.45
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### REC. FUND

Operating Account	20,094.24
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### FRIENDS OF CAMPTON MT

Friends of Campton Mt Account	28,850.41
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## TREASURER'S REPORT TAX COLLECTIONS

<b>CAMPTON</b>	<b>APPROPRIATION</b>	<b>BALANCE</b>
<b>2016 –</b>	<b>985,552</b>	14,594.26
<b>2017 –</b>	<b>976,757</b>	5,583.96
<b>2018 –</b>	<b>1,069,955</b>	40,090.06
<b>THORNON</b>		
<b>2016 –</b>	<b>290,944</b>	1,426
<b>2017 –</b>	<b>299,741</b>	0
<b>2018 -</b>	<b>324,690</b>	15,737.83

**Confirmation of Services for Waterville Estates Village District**

- ☒ **Reserve Study Update, with Site-Visit** for an investment of **\$7,850** (includes all expenses)
- ☒ **Report** *(See our report overview)*
- Electronic PDF Report with 30-year Reserve Expenditure and Funding Plan tables for printing in 8 1/2" x 11" panoramic multi-page format on any printer
  - Excel® spreadsheet of Reserve Expenditures and Funding Plan with formulas for "what-if" alternative scenarios
- ☒ **Support**
- We listen and respond to your questions and suggestions to create a custom report
  - Meeting with our engineer on the day of our visual property inspection
  - Unlimited video/teleconference support with our engineer during and after reserve study delivery
- ☒ **ForeSite™ Basic** – Access your reserve study and Excel spreadsheets online, store photos and project documents, record comments and project costs. Also receive a free 60-day trial to ForeSite Plus.

\_\_\_\_ One (1) Bound Report hard copy (no charge); Additional copies at \$75 ea. (indicate quantity \_\_\_\_)

\_\_\_\_ ForeSite™ Plus 3-year subscription empowers multiple users to create, share and collaborate with unlimited models and scenarios for **\$785** per year

\_\_\_\_ Insurance Appraisal by a credentialed member of the American Society of Appraisers for **\$2,150** (invoiced separately)

\_\_\_\_ Include Flood Values for an additional **\$200**

**Sign and Send to Get Started:**

Email: [MBaldry@reserveadvisors.com](mailto:MBaldry@reserveadvisors.com) or  
Fax: (571) 406-5331

by: Michelle Baldry  
Michelle Baldry, Northeast Regional Executive Director  
for Reserve Advisors, Inc.,  
on May 3, 2019  
Ref. 087245

**Mail \$3,925 retainer to:**

**Reserve Advisors, Inc.**  
735 N. Water Street, Suite 175  
Milwaukee, WI 53202

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Print Name) \_\_\_\_\_

Title \_\_\_\_\_

for **Waterville Estates Village District**

You will receive your electronic report approximately four (4) weeks after our inspection, based on timely receipt of all necessary information from you. Authorization to inspection time varies depending on demand for our services. This proposal is valid for 45 days.

Payment Terms: Retainer payment is due upon authorization and prior to inspection. The balance is due net 30 days from the report shipment date. Following receipt of balance due, you may request one set of complimentary changes within six months of the report shipment. Any outstanding balance after 30 days of the final invoice date is subject to an interest charge of 1.5% per month. This agreement is subject to our Professional Services Conditions.

Page 9

5/16/2019

Estimate 0000041 from MODERN EXTERIORS

MODERN EXTERIORS  
 Po box 983  
 Milton NH, 03851  
 603-948-7370 office  
 603-617-0870 cell

**ESTIMATE**

Corey Smith  
 Waterville valley association  
 562 Winter brook Road  
 Campton NH 03223

Estimate # 0000041

Estimate Date 05/15/2019

Item	Description	Unit Price	Quantity	Amount
Service	stain approximately 480 Feet of fence and 210 feet of post	12000.00	1.00	12,000.00
<p><b>NOTES: JOB DESCRIPTION:</b>            Clean and remove existing stain by pressure washing and sanding the fence and post. This with prep the wood to except the new stain. We will be using Sikkens stain product for its longevity and ability to take our brutal new england weather.            We will let the areas dry prior to staining, and hand sand the areas.            Supply and install all materials to do project correctly            Supply all labor required to do the project in a timely and professional manner.            Supply all necessary insurance            Supply a labor only warranty for a period that will be discussed between owner and contractor            Supply a manufactures warranty if they have any such warranty.            Dispose of all job related debris properly            As always, we will take pride in our work and follow all rules and regulations on your property and keep everything orderly and clean. All work will be done in a professional manner. If you have any questions in regard to the above description of work please feel free to contact Ken at any time either at the above cell number or my self at 339-226-0989.            we look forward to work with again on this project.</p> <p>Thank you,            Gwen and Kenny</p>				
		<b>Subtotal</b>		12,000.00
		<b>Total</b>		12,000.00
		<b>Amount Paid</b>		0.00
		<b>Estimate</b>		\$12,000.00



DUFFIELD ENGINEERING & CONSULTING  
PO Box 334, Campton, NH 03223  
C-381-1259 tduffieldpe@yahoo.com

May 12, 2019

Waterville Estates Association  
Attn. Mr. Corey Smith  
Campton, NH 03223

Re: Campton Mountain Septic Design Proposal

Corey Smith:

This proposal is for preparing a replacement Septic System Design for Campton Mountain and a system designed for the existing seating capacity of the base lodge. I request a copy of the existing system plan, so that existing components such as septic tanks, pump chamber, force main and grease trap might be used for the replacement system. In addition, I request the association provide a back hoe for conducting test pits for the replacement system. If the sewage flow exceeds 2500 gallons per day then two leach fields will be required. The cost for this work is \$2,000 plus the \$300 DES application fee. I request \$1,000 retainer to start the work and balance paid at submittal to NH-DES. This work can be completed in 3 weeks from receipt of retainer as authorization to begin.

Please contact me with any questions or if you need additional information.

Sincerely,



Thomas Duffield, PE  
Duffield Engineering & Consulting

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
Income			
1100.0 · WE Village District Income			
1106 · TAXES			
1105 · Campton Taxes			
1105.6 · Prior Campton Taxes	484,698.28		
3190.1 · Campton Interest	2,182.25		
Total 1105 · Campton Taxes	486,880.53		
1106.6 · Thornton Taxes			
1106.5 · Prior Thornton Taxes	158,796.17		
3190.2 · Thornton Interest	2,147.69		
Total 1106.6 · Thornton Taxes	160,943.86		
Total 1106 · TAXES	647,824.39		
Total 1100.0 · WE Village District Income	647,824.39		
3502 · MISCELLANEOUSE REVENUES			
3502.1 · Northway Interest	38.19		
3502.2 · Meredith Bank Interest	154.97		
3503 · Miscellaneous income	40,707.81		
Total 3502 · MISCELLANEOUSE REVENUES	40,900.97		
Total Income	688,725.36		
Gross Profit	688,725.36		
Expense			
3000.0 · WE Village District Expenses			
3316 · Capital Pres/ Growth & New			
4312.33 · Cap- New Paving	0.00	58,000.00	(58,000.00)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4520.20 · Cap - Computer Replacement	2,579.00	9,459.00	(6,880.00)
4520.21 · Cap - Exercise Equipment	0.00	15,000.00	(15,000.00)
4520.22 · Cap - Exterior Ren. Fence	0.00	5,000.00	(5,000.00)
4520.23 · Cap - Mens Locker Room Shower	0.00	8,000.00	(8,000.00)
4520.24 · Cap - Ladies Locker Room Floor	0.00	16,000.00	(16,000.00)
4520.25 · Cap - Interior Renovations	1,043.60	10,000.00	(8,956.40)
4520.26 · Cap - Septic System Pumps	0.00	15,455.00	(15,455.00)
4520.27 · Cap - HVAC Repairs	2,803.38	10,000.00	(7,196.62)
4520.28 · Cap - Asphalt Shingles Rec Cent	19,000.00	20,000.00	(1,000.00)
4520.29 · Cap - Rec. Center Security Syst	677.00	10,000.00	(9,323.00)
4520.30 · Tennis/ Basketball Courts (Resurfacing replacement)	0.00	50,000.00	(50,000.00)
4520.31 · Cap-Exterior Finish - Painting	0.00	15,000.00	(15,000.00)
4520.32 · G & N - ADA	0.00	3,000.00	(3,000.00)
Total 3316 · Capital Pres/ Growth & New	26,102.98	244,914.00	(218,811.02)
4100 · GENERAL GOVERNMENT			
4130 · WEVD Administration			
4130.2 · WEVD Manager	32,692.40	85,000.00	(52,307.60)
4130.3 · Assistant Manager	26,833.31	66,000.00	(39,166.69)
Total 4130 · WEVD Administration	59,525.71	151,000.00	(91,474.29)
4130.1 · Total WEVD Administration			
4130.4 · Retirement Contribution	7,366.83	8,592.00	(1,225.17)
4130.5 · Health Reimbursement	2,752.40	7,356.00	(4,603.60)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4155.1 · Social Security	4,485.19	9,457.00	(4,971.81)
4155.2 · Medicare	1,178.11	2,205.00	(1,026.89)
4155.3 · NH Unemployment	61.31	140.00	(78.69)
4196.1 · Other Deductible Reimbursements	2,898.31	17,322.00	(14,423.69)
4196.2 · Health Insurance	9,486.64	38,072.00	(28,585.36)
4196.3 · Workers Comp Ins	44.80	21,700.00	(21,655.20)
4196.4 · Dental Ins	460.80	1,382.00	(921.20)
4196.5 · Bonuses			
4196.6 · Payroll Taxes	0.00	811.00	(811.00)
4196.5 · Bonuses - Other	150.00	9,948.00	(9,798.00)
Total 4196.5 · Bonuses	150.00	10,759.00	(10,609.00)
4199.12 · Travel Reimbursement	47.05	140.00	(92.95)
Total 4130.1 · Total WEVD Administration	28,931.44	117,125.00	(88,193.56)
4150.1 · Accounting/Taxes/Audit	21,845.00	7,877.00	13,968.00
4153.1 · Legal / Consulting	3,664.90	13,297.00	(9,632.10)
4196.7 · Insurances	0.00	26,497.00	(26,497.00)
4197.1 · Advertisements	(15.55)	57.00	(72.55)
4199.10 · Licenses/Fees	483.00	594.00	(111.00)
4199.11 · Cellular Phones	210.00	1,080.00	(870.00)
4199.2 · Commissioners Stipend & Expense	823.40	3,711.00	(2,887.60)
4199.3 · Telephones	343.69	1,582.00	(1,238.31)
4199.4 · Repeaters /Radios	0.00	1,636.00	(1,636.00)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4199.5 · Computer Services	520.00	6,000.00	(5,480.00)
4199.6 · Postage	287.73	741.00	(453.27)
4199.7 · Uniforms	334.99	545.00	(210.01)
4199.8 · Bank/Finance Charge	140.00	300.00	(160.00)
4199.9 · Payroll Expenses	500.75	91.00	409.75
4311.1 · Office Supplies	826.68	4,000.00	(3,173.32)
4311.2 · Taxes/Fees/Charges	459.75	1,412.00	(952.25)
Total 4100 · GENERAL GOVERNMENT	118,881.49	337,545.00	(218,663.51)
4520.33 · Rec Fund Contingency	0.00	61,000.00	(61,000.00)
4520.34 · Ski Area Operation Off Set	0.00	33,000.00	(33,000.00)
Total 3000.0 · WE Village District Expenses	144,984.47	676,459.00	(531,474.53)
4220 · PUBLIC SAFETY			
4220.1 · Alarm, Fire & Water	3,072.81	4,521.00	(1,448.19)
4220.2 · Safety Supplies	39.19	2,755.00	(2,715.81)
4220.3 · Fire & Security	5,762.79	7,911.00	(2,148.21)
Total 4220 · PUBLIC SAFETY	8,874.79	15,187.00	(6,312.21)
4312 · HIGHWAYS & STREETS			
4312.01 · Roads	18,689.67	66,189.00	(47,499.33)
4312.02 · Seasonal Plowing	7,489.66	7,638.00	(148.34)
4312.03 · Contractor Plowing	22,882.00	16,942.00	5,940.00
4312.04 · Payroll Taxes	1,973.46	5,917.00	(3,943.54)
4312.05 · Health Insurance	3,141.28	9,424.00	(6,282.72)
4312.06 · Dental Insurance	230.40	691.00	(460.60)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4312.07 · Retirement	1,704.37	4,617.00	(2,912.63)
4312.08 · Travel Expense	54.00	411.00	(357.00)
4312.10 · Calcium/Magnesium Chloride	0.00	3,272.00	(3,272.00)
4312.11 · Cold Patch	0.00	3,000.00	(3,000.00)
4312.12 · Roadside Mowing/Sweeping	0.00	6,000.00	(6,000.00)
4312.13 · Culvert Expense	0.00	2,261.00	(2,261.00)
4312.14 · Road Sand & Salt	11,841.25	18,540.00	(6,698.75)
4312.15 · Equipment Rental	787.15	3,956.00	(3,168.85)
4312.16 · Equipment Repair	5,679.25	1,412.00	4,267.25
4312.17 · Misc. Projects	3,744.50	3,390.00	354.50
4312.18 · Diesel Fuel	3,685.01	22,604.00	(18,918.99)
4312.19 · Plow Gear & Sanders	0.00	5,000.00	(5,000.00)
4312.20 · Oil & Filters	23.20	565.00	(541.80)
4312.21 · Maintenance & Tune-ups	40.00	5,454.00	(5,414.00)
4312.22 · Osh Kosh Repairs	1,545.70	2,261.00	(715.30)
4312.23 · Truck Repairs	14,941.14	6,543.00	8,398.14
4312.24 · Back Hoe Repair	514.68	7,634.00	(7,119.32)
4312.25 · Body Maintenance	0.00	2,500.00	(2,500.00)
4312.26 · Tires	0.00	3,817.00	(3,817.00)
4312.27 · Shop supplies	2,107.32	4,521.00	(2,413.68)
4312.28 · Small Tools/Equipment	1,221.40	3,817.00	(2,595.60)
4312.29 · Large Equipment/Tools	44.97	1,527.00	(1,482.03)
4312.30 · Grader Repairs	0.00	3,390.00	(3,390.00)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4312.31 · Shop Electricity	0.00	3,390.00	(3,390.00)
4312.32 · Shop Heat	2,841.83	3,272.00	(430.17)
4312.9 · Misc. Material & Supplies	297.00	19,213.00	(18,916.00)
4319.1 · Consulting	468.75	25,000.00	(24,531.25)
4319.2 · Cell Phone	100.00	300.00	(200.00)
Total 4312 · HIGHWAYS & STREETS	106,047.99	274,468.00	(168,420.01)
4520 · CULTURE & RECREATION			
4520.01 · Building Wages	16,842.36	62,462.00	(45,619.64)
4520.02 · Payroll Taxes	1,245.85	4,961.00	(3,715.15)
4520.03 · Health Insurance	3,141.28	9,424.00	(6,282.72)
4520.04 · Dental Insurance	230.40	691.00	(460.60)
4520.05 · Retirement	1,474.12	5,029.00	(3,554.88)
4520.06 · Travel	27.50	225.00	(197.50)
4520.10 · Building Equipment Repairs	2,448.64	15,420.00	(12,971.36)
4520.11 · Cell Phone	100.00	300.00	(200.00)
4520.12 · Ski Area Insurance	9,999.00	18,530.00	(8,531.00)
4520.13 · Snowcat Repairs & Maint	5,255.86	21,445.00	(16,189.14)
4520.14 · Building Infrastructure	2,327.48	30,537.00	(28,209.52)
4520.15 · Employee Training	815.32	332.00	483.32
4520.16 · Pool Repair & Maint	1,456.24	5,255.00	(3,798.76)
4520.17 · Outdoor Lighting	463.39	764.00	(300.61)
4520.18 · Building Electric	17,965.09	66,707.00	(48,741.91)
4520.19 · Building Heat	24,938.25	67,766.00	(42,827.75)
4520.7 · Ski Area Repairs and Maint.	5,887.99	43,100.00	(37,212.01)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4520.8 · Kitchen Equipment Repairs	1,402.52	5,140.00	(3,737.48)
4520.9 · Maintenance Supplies	130.33	3,084.00	(2,953.67)
Total 4520 · CULTURE & RECREATION	96,151.62	361,172.00	(265,020.38)
4914 · WATER DIST & TREATMENT			
4914W · Contribution to Water Dept.	147,000.00		
Total 4914 · WATER DIST & TREATMENT	147,000.00		
Total Expense	503,058.87	1,327,286.00	(824,227.13)
Net Ordinary Income	185,666.49	(1,327,286.00)	1,512,952.49



# WATER DEPARTMENT

	ACTUAL	BUDGET	VARIANCE
Income			
3401 · Finance Charges	86.55		
3401.1 · Contribution from General Fund	147,000.00	295,558.00	-148,558.00
3503.1 · Interest Income	0.37		
3914W · Water Fee	400.00	103,200.00	-102,800.00
Total Income	147,486.92	398,758.00	-251,271.08
Gross Profit	147,486.92	398,758.00	-251,271.08
Expense			
2011 · Growth & New			
4909.1 · G&N - Water Line Upgrade	0.00	90,000.00	-90,000.00
4909.2 · G & N - New Wells	1,050.00	90,000.00	-88,950.00
Total 2011 · Growth & New	1,050.00	180,000.00	-178,950.00
4300 · Water Dist. & Treatment			
4332.1 · System Repairs,Materials,Supply	41,817.59	44,501.00	-2,683.41
4332.11 · Generator Maintenance	4,814.08	5,454.00	-639.92
4332.12 · Licenses/fees/education	461.75	1,582.00	-1,120.25
4332.2 · Water Testing - DES	432.00	2,572.00	-2,140.00
4332.3 · Leak Repairs	16,150.00	17,449.00	-1,299.00
4332.4 · Engineering	98.00	8,180.00	-8,082.00

# WATER DEPARTMENT

	ACTUAL	BUDGET	VARIANCE
4332.5 · Equipment Rental	0.00	1,130.00	-1,130.00
4332.6 · Telemetry	3,535.59	8,725.00	-5,189.41
4332.7 · Misc. Projects	0.00	8,725.00	-8,725.00
4332.8 · Subscriptions/ Dues	25.00	1,412.00	-1,387.00
4332.9 · Water System Electricity	38,014.84	72,001.00	-33,986.16
4335.1 · Water Treatment Chemicals	35.08	9,041.00	-9,005.92
Total 4300 · Water Dist. & Treatment	105,383.93	180,772.00	-75,388.07
4700 · Debt Service			
4711 · Water Upgrade Principle	37,081.49	37,081.00	0.49
4721 · Water Upgrade Interest	904.50	905.00	-0.50
Total 4700 · Debt Service	37,985.99	37,986.00	-0.01
Total Expense	144,419.92	398,758.00	-254,338.08
Net Income	3,067.00	0.00	3,067.00

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
Income			
9000.1 · Facility Rental	70,785.52	376,860.00	-306,074.48
9000.2 · Facility Services	9,600.00	3,560.00	6,040.00
9000.3 · Tax Supplement Income	0.00	61,000.00	-61,000.00
9000.4 · Ski Area Offset	0.00	33,000.00	-33,000.00
9000.5 · Bank Interest	1.71	10.00	-8.29
9001 · Recreation Income			
9001.01 · CC Processing Fee Income	52.79	300.00	-247.21
9001.3 · Vending - Games	375.00	600.00	-225.00
9001.4 · Vending - Soda	0.00	800.00	-800.00
9001.5 · Vending - Snacks	56.50	250.00	-193.50
9001.6 · GM Income	2,384.19	5,000.00	-2,615.81
9001.7 · Tanning	180.81	200.00	-19.19
9001.8 · Misc. Income	2,948.34	30.00	2,918.34
9001.9 · Movie Rental	21.00	30.00	-9.00
Total 9001 · Recreation Income	6,018.63	7,210.00	-1,191.37
9002 · Food & Beverage Income			
9002.1 · Soda & Non Alocholic Bev Income	525.85	5,000.00	-4,474.15
9002.2 · Food Income	112.11	38,570.00	-38,457.89
9002.3 · Liquor Income	1,973.25	52,620.00	-50,646.75
9002.4 · Beer Income	2,185.55	45,300.00	-43,114.45
9002.5 · Wine Income	482.24	6,331.00	-5,848.76
Total 9002 · Food & Beverage Income	5,279.00	147,821.00	-142,542.00

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9003 · Campton Mt. Income			
9003.1 · Campton Mt. Fund Raiser	0.00	8,000.00	-8,000.00
9003.2 · Ski Tickets	41,895.00	30,561.00	11,334.00
9003.3 · Ski Lessons	980.00		
9003.4 · Food	40,293.05	43,236.00	-2,942.95
9003.5 · Non Alcohol Beverages	4,761.91	5,067.00	-305.09
9003.6 · Liquor	27,878.88	26,578.00	1,300.88
9003.7 · Beer	26,599.20	32,441.00	-5,841.80
9003.8 · Wine	6,781.07	7,235.00	-453.93
9003.9 · Campton Mt. Bank Interest	0.95	1.00	-0.05
Total 9003 · Campton Mt. Income	149,190.06	153,119.00	-3,928.94
9004 · Events & Functions Income			
9004.1 · Events Income	60.00	2,000.00	-1,940.00
9004.2 · Catering & Function Income			
9004.01 · Room Rental	100.00	2,000.00	-1,900.00
9004.02 · General Income	432.00	28,870.00	-28,438.00
9004.04 · Food	1,600.00	29,975.00	-28,375.00
9004.05 · Beer	434.81	5,000.00	-4,565.19
9004.06 · Liquor	993.35	36,000.00	-35,006.65
9004.07 · Wine	223.76	1,900.00	-1,676.24
9004.08 · Non Alcohol Beverages	107.75	200.00	-92.25
Total 9004.2 · Catering & Function Income	3,891.67	103,945.00	-100,053.33
Total 9004 · Events & Functions Income	3,951.67	105,945.00	-101,993.33
Total Income	244,826.59	888,525.00	-643,698.41

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
Cost of Goods Sold			
9005 · Cost of Goods Sold			
9005.02 · Events Food	198.09		
9005.03 · Campton Mt. Fund Raiser Food	9.11	1,600.00	-1,590.89
9005.04 · General Merchandise	676.24	2,000.00	-1,323.76
9005.06 · Vending - Soda	164.00	1,500.00	-1,336.00
9005.07 · Food	15,752.55	35,000.00	-19,247.45
9005.08 · Non Alcohol Beverages	3,147.82	7,200.00	-4,052.18
9005.09 · Beer	15,646.91	25,750.00	-10,103.09
9005.10 · Liquor	9,366.99	24,000.00	-14,633.01
9005.11 · Wine	3,529.96	6,800.00	-3,270.04
9005.12 · Bar Supplies	400.40	5,000.00	-4,599.60
9005.13 · Catering & Functions			
9005.14 · Food	30.03	9,070.00	-9,039.97
9005.15 · Bar Supplies	0.00	150.00	-150.00
9005.16 · Other Supplies	0.00	100.00	-100.00
Total 9005.13 · Catering & Functions	30.03	9,320.00	-9,289.97
Total 9005 · Cost of Goods Sold	48,922.10	118,170.00	-69,247.90
Total COGS	48,922.10	118,170.00	-69,247.90
Gross Profit	195,904.49	770,355.00	-574,450.51

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
Expense			
9101 · Business Expenses			
9101.01 · Rec. Admin Wages			
9101.02 · Admin Wages	11,036.48	31,720.00	-20,683.52
9101.03 · Workman Comp	51.02	2,200.00	-2,148.98
9101.04 · Payroll Taxes	878.63	629.00	249.63
9101.05 · Travel	78.16	550.00	-471.84
9101.06 · Employee Education	252.32		
9101.21 · Phone	200.00	600.00	-400.00
Total 9101.01 · Rec. Admin Wages	12,496.61	35,699.00	-23,202.39
9101.07 · Copier Lease	1,018.00	1,700.00	-682.00
9101.08 · Dues & Subscriptions	479.47	3,500.00	-3,020.53
9101.09 · Office Supplies	1,549.97	4,500.00	-2,950.03
9101.10 · Finance Charges	4,899.68	15,800.00	-10,900.32
9101.11 · Licenses & Fees	647.20	7,080.00	-6,432.80
9101.12 · Misc. Expenses	383.46	1,200.00	-816.54
9101.13 · Telephone	1,901.70	6,000.00	-4,098.30
9101.14 · Internet Access	927.62	3,500.00	-2,572.38
9101.15 · Advertising	498.03	200.00	298.03
9101.16 · Postage	206.48	1,000.00	-793.52
9101.17 · Computer Support	5,304.99	7,000.00	-1,695.01
9101.18 · Computer Supplies	184.97	1,000.00	-815.03
9101.19 · Cable	738.22	2,500.00	-1,761.78

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9101.20 · Payroll Fee	403.01	500.00	-96.99
Total 9101 · Business Expenses	31,639.41	91,179.00	-59,539.59
9200 · Infrastructure Expenses			
9200.0 · Infrastructure Wages			
9200.01 · Cleaning Wages	27,734.05	89,948.00	-62,213.95
9200.02 · Grounds Wages	1,190.04	16,365.04	-15,175.00
9200.03 · Payroll Taxes	2,157.05	8,263.00	-6,105.95
9200.04 · Health Insurance	3,141.28	9,424.00	-6,282.72
9200.05 · Dental Insurance	172.80	691.00	-518.20
9200.06 · Retirement	1,361.41	4,281.00	-2,919.59
9200.07 · Travel	254.30	200.00	54.30
9200.08 · Cell Phone	100.00	300.00	-200.00
9200.09 · Employee Education	305.00	305.00	0.00
9200.10 · Criminal Record	0.00	50.00	-50.00
Total 9200.0 · Infrastructure Wages	36,415.93	129,827.04	-93,411.11
9200.11 · Equipment Rental	0.00	200.00	-200.00
9200.12 · Cleaning Supplies	1,158.34	6,000.00	-4,841.66
9200.13 · Pool Chemicals & Supplies	1,769.03	22,500.00	-20,730.97
9200.14 · Other Supplies	492.52	2,000.00	-1,507.48
9200.16 · Pool & Spa Inspection	0.00	250.00	-250.00
9200.18 · Carpet Cleaning	250.00	1,500.00	-1,250.00
9200.19 · Pest Control	28.80	2,500.00	-2,471.20
9200.20 · Landscaping	1,524.85	5,000.00	-3,475.15
9200.21 · Trash Removal	3,008.07	8,000.00	-4,991.93

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9200.22 · Outdoor Repairs & Maintenance	0.00	700.00	-700.00
9200.23 · Paddle Boat Repairs	0.00	600.00	-600.00
Total 9200 · Infrastructure Expenses	44,647.54	179,077.04	-134,429.50
9300 · Campton Mt. Expenses			
9300.01 · Ski Area Wages			
9300.02 · Ski Bartender Wages	9,327.36	10,220.00	-892.64
9300.03 · Cook Wages	17,206.59	24,266.04	-7,059.45
9300.04 · Lifties & Patrol Wages	24,736.03	24,785.00	-48.97
9300.05 · Trail Grooming Wages	1,718.14	4,690.00	-2,971.86
9300.06 · Ski Instructor Commission	644.98		
9300.07 · Payroll Taxes	5,947.77	5,588.00	359.77
9300.08 · Criminal Record	250.00	200.00	50.00
9300.1 · Ski Cleaning Wages	1,371.01	3,706.00	-2,334.99
Total 9300.01 · Ski Area Wages	61,201.88	73,455.04	-12,253.16
9300.10 · Building Heat	3,691.50	6,000.00	-2,308.50
9300.12 · Cable & Internet	1,555.77	4,300.00	-2,744.23
9300.13 · Bar Supplies	2,528.23	800.00	1,728.23
9300.14 · Kitchen Supplies	1,767.45	5,000.00	-3,232.55
9300.15 · Cleaning Supplies	1,500.29	2,000.00	-499.71
9300.16 · Fund Raising Expenses	0.00	7,200.00	-7,200.00
9300.17 · Misc. Expenses	921.31	6,500.00	-5,578.69
9300.18 · Mowing	0.00	2,400.00	-2,400.00



## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9300.19 · Inspections	0.00	2,850.00	-2,850.00
9300.20 · Tickets	1,389.96	2,000.00	-610.04
9300.21 · Trash Removal	1,689.10	5,000.00	-3,310.90
9300.23 · Web Hosting	486.00	400.00	86.00
9300.25 · Electric	7,179.91	16,000.00	-8,820.09
9300.26 · Snowmobile Maintenance	153.92	500.00	-346.08
Total 9300 · Campton Mt. Expenses	84,065.32	134,405.04	-50,339.72
9400 · Skating Pond			
9401 · Jeep Expenses	140.85		
Total 9400 · Skating Pond	140.85		
9500 · Lounge Expenses			
9500.01 · Lounge Wages			
9500.0. · Summer Recreation Person	0.00	5,250.00	-5,250.00
9500.02 · F & B & F Admin Wages	7,489.88	18,463.00	-10,973.12
9500.05 · F & B General Support	1,246.60	2,000.00	-753.40
9500.06 · Bartenders	232.27	11,280.00	-11,047.73
9500.07 · Kitchen Wages	3,382.37	45,140.00	-41,757.63
9500.08 · Pool Side Servers	18.38	2,040.00	-2,021.62
9500.09 · Event Staff	0.00	1,310.01	-1,310.01
9500.10 · Health Insurance	6,282.56	18,848.00	-12,565.44
9500.11 · Dental Insurance	345.60	1,382.00	-1,036.40
9500.12 · Retirement	2,932.07	4,483.00	-1,550.93

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9500.13 · Payroll Taxes	1,350.65	7,954.00	-6,603.35
9500.14 · Cell Phone	200.00	600.00	-400.00
9500.15 · Employee Education	50.75	750.00	-699.25
9500.16 · Criminal Record	0.00	300.00	-300.00
9500.17 · Travel	125.00	1,500.00	-1,375.00
Total 9500.01 · Lounge Wages	23,656.13	121,300.01	-97,643.88
9500.19 · Comped & House Charges	7.00	400.00	-393.00
9500.20 · Waste Product	13.85	1,500.00	-1,486.15
9500.21 · Bar Supplies	41.90	2,000.00	-1,958.10
9500.22 · Kitchen Supplies	36.00	6,000.00	-5,964.00
9500.24 · Casual Labor	0.00	300.00	-300.00
9500.25 · Meals Tax	11,002.00	27,275.00	-16,273.00
9500.26 · Entertainment	14,200.00	22,000.00	-7,800.00
9500.27 · Event Expenses	645.61	10,000.00	-9,354.39
9500.28 · Lounge Supplies	0.00	5,000.00	-5,000.00
9500.29 · Laundry & Uniforms	2,405.80	9,000.00	-6,594.20
9500.30 · Rec. Supplies	0.00	1,000.00	-1,000.00
9501 · Catering & Function			
9501.01 · Catering & Function Staff	297.75	14,298.00	-14,000.25
9501.02 · Payroll Taxes	23.21	2,341.00	-2,317.79
9501.03 · Catering & Function Expenses	323.60	8,000.00	-7,676.40

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9501.04 · Wedding Commission	0.00	3,000.00	-3,000.00
9501.05 · Function Rental Expenses	0.00	3,477.00	-3,477.00
9501.06 · Advertisement	4,991.22	12,000.00	-7,008.78
9501.07 · Web Hosting	0.00	2,000.00	-2,000.00
9501.08 · Catering/Function Vendor	0.00	20,000.00	-20,000.00
9501.09 · Wedding Coordinator Allowance	332.99	1,800.00	-1,467.01
Total 9501 · Catering & Function	5,968.77	66,916.00	-60,947.23
Total 9500 · Lounge Expenses	57,977.06	272,691.01	-214,713.95
9600 · Front Desk Expenses			
9600.01 · Front Desk Wages			
9600.02 · Front Desk	25,982.38	85,232.00	-59,249.62
9600.03 · Payroll Taxes	2,083.50	6,732.00	-4,648.50
9600.04 · Travel	0.00	50.00	-50.00
9600.05 · Criminal Record	25.00	50.00	-25.00
9600.06 · Cell Phone	100.00	300.00	-200.00
Total 9600.01 · Front Desk Wages	28,190.88	92,364.00	-64,173.12
9600.07 · Purchased Movies	0.00	25.00	-25.00
9600.08 · Front Desk Expense	487.31	1,500.00	-1,012.69
Total 9600 · Front Desk Expenses	28,678.19	93,889.00	-65,210.81
Total Expense	247,148.37	771,241.09	-524,092.72
Net Income	-51,243.88	-886.09	-50,357.79

# WATERVILLE ESTATES ASSOCIATION LONG TERM PLANNING

June 23, 2019 MEETING MINUTES

Attendees: Matt Smith, Mike Hering, Judy Kinney, Madhavi Challagulla.

Guests: Mark Canfield, Ross Bouchard

Called to order: Mr. Hering at 8:21 AM

## Discussion:

**Fitness Room Update, Dr. M. Challagulla:** \$15,000 approved by WEVD. \$7K aesthetics, \$10K cardio, \$3K free weights, \$10K cable machines, \$1K stretch aerobics, \$4K labor. Total work required \$35,000 needs to come from CIF and WEA board approved on June 22, 2019. Work to start sometime in September. **Mr. M. Smith to research easy to install flooring systems for gyms that will stand the test of time.** Floor is approximately 900 square feet.

**Teen Room Update, Dr. M. Challagulla:** \$10,000 is estimated for the upgrades. \$3k floor, \$1k furniture, \$1k painting. Funds will come from the CIF if approved by the board. Recommending carpet squares. Water seeps in annually making floor damage a concern. Mr. M. Smith recommended an interior sub floor drain and sump pump as a preventative measure that might pay for itself through avoided maintenance. **Mr. M. Smith to research sub floor drain.** Mr. M. Hering recommended a square with a pattern that won't show dirt so easily. **Mr. M. Smith to research easy to install flooring systems for gyms that will stand the test of time.** Wall painting scheme is black on back wall. Mr. R. Bouchard proposed chalk board paint for the back wall. Blue for the side walls and orange for the front wall were proposed. Furniture is targeted from IKEA to keep costs low. Mr. M. Hering expressed concern about vandalism. Mr. M. Smith recommended a surveillance camera to monitor vandalism. A sub-committee is evaluating video games and volunteer teens will vote on final selection.

**WEA Governance and Finances FAQ, Dr. M. Challagulla:** A flow chart was created to explain how WEA finances work. **Should be ready by September.**

**Long Term Planning Year Two, Dr. M. Challagulla:** Men's and Women's locker rooms will wait until 2020. Budget numbers, +/- 20%, should be ready by September. \$24k already approved by WEVD in 2019 warrant article. WEVD has three years to spend voter approved budget items.

**Long Term Planning Year Three, Dr. M. Challagulla:** \$50,000 for Pickleball is already approved by 2019 WEVD warrant article. \$150,00 that has been budgeted for fitness room expansion won't be needed. It is recommended to consider an enclosed athletic space for tennis, basketball, and any other future gym/athletic projects using the space where the tennis courts are now. Consider solar or geothermal as option to lower energy cost of enclosed space.

**Long Term Planning Year Four, Dr. M. Challagulla:** Investigate the possibility of a spa as an amenity and a revenue generating source. Mr. M. Canfield recommended a community mission/vision statement that could be used to evaluate growth and new project ideas. **He is willing to draft something.**

**Long Term Planning Year Five, Dr. M. Challagulla:** Consider an outdoor play area for children and furniture replacement district wide.

**Snow Making, Dr. M. Challagulla:** Plan is to evaluate economics of ski area with (2018/19) and without (2017/18). Mr. M. Smith pointed out that it was a small dataset and that 2016/17 was a bad year for snowmaking, therefore a payback analysis should account for a number of bad winters based on 20 recent years. Terms like revenue and profit were discussed so that it would be easier to evaluate what different efforts made. Just because an effort “made” \$100,000 in sales doesn’t mean it made money. If the associated expenses are \$110,000, it lost \$10,000.

#### **New Business:**

**Keycard Access, Mr. M. Smith:** Mr. M. Smith will look into volunteer installed keycard access for all exterior doors (8) and some interior doors (teen room, gym room, pool).

#### **Old Business:**

**Reserve Advisors Incorporated, Mr. C. Smith:** Mr. C. Smith was on vacation so no proposal status update was available.

**Database of WEA Owner Experts, Mr. M. Hering:** A portal on the website to create a database of owner experts was created by Andrea and Judy. Email went out notifying owners to add their talents to the database. Follow up request to go out in September.

**Changing use of CIF, Dr. M. Challagulla:** The WEA board provided a mission statement defining use if the CIF using IRS and GAAP guidelines as benchmark. The language should be

**Call for Committees, Ms. A. Canfield:** Create a call for volunteer process and use constant contact to create needed sub-committees. **Judy will get an email sent out.**

**Tennis Courts, Dr. M. Challagulla:** Deferred until 2021 and be part of enclosed gym plan.

**Conveying CIF Assets to WEVD:** Mr. C. Smith was on vacation so no status of procedure from counsel was available.

#### **Guest Business:**

**Using Bonds to Obtain Funds to Complete Required Work, Mr. R. Bouchard:** The low cost of money should be considered to get deferred maintenance like roads and water line completed today versus in the future.

**Set next meeting:** Sunday July 21st, 2019, 10:00 AM

**Adjournment:** Mr. Hering adjourned 10:43 AM

## WATERVILLE ESTATES VILLAGE DISTRICT

### June 27, 2019 MEETING MINUTES

Attendees: Andy Griffiths, Art Marks, Judy Kinney, Matt Smith, Sean Tole, Ted Kunz

Guests: Mike Hering, Harry Bertino, Ross Bouchard, Bill Cox, Arnold Goodman, Karen Young.

Called to order: Mr. Marks at 3:01 PM

Review and approval of Meeting Minutes: April 24<sup>th</sup> 2019 motion to approve by Mr. Griffiths, seconded by Mr. Tole, passed. May 5<sup>th</sup> 2019 motion to approve by Mr. Tole, seconded by Mr. Griffiths, passed. May 23<sup>rd</sup> 2019 motion to approve by Mr. Griffiths, seconded by Mr. Tole, passed.

#### Treasurer Report:

<b>Operating Accounts Balance:</b>	Northway	\$20,070.44
	MVSB	\$132,376.09
	Total	\$152,446.53

**Water Department Balance:** Northway \$36,047.17

**Rec. Fund Account Balance:** Northway \$31,047.17

**Friends of Campton Mt. Balance:** Northway \$28,850.67

**Tax Collection as of today's date (Town, year, appropriation, balance):** Campton, 2015, \$985,422, \$33,412.72. Campton, 2016, \$985,552, \$13,395.88. Campton, 2017, \$976,757, \$3,547.92. Campton, 2018, \$1,069,955, \$35,093.68. Campton, 2019, we have received \$8,473.47. Thornton, 2016, \$290,944, \$1,426, Thornton, 2017, \$299,741, \$0. Thornton, 2018, \$324,690, \$15,737.83.

#### Manager's Report:

**Water system updates:** On June 22<sup>nd</sup> there was a low pressure situation on Hodgeman Hill, called in Lakes Region Water. Installed an air release valve at pump house. **Mr. C. Smith getting quote on updating water line over Hodgeman Hill. Steve to get quote from GSM to repair paving where water leaks were fixed over winter.** Level transducer went on Pegwood tank, Tom Ferrin coming from RI to fix it.

**Reserve Advisors:** This item on hold until Mr. C. Smith has returned from vacation. Mr. Marks provided a rough explanation of what services Reserve Advisors provides. Mr. Hering expressed concerns about the cost of the report versus the accuracy of the report.

**Long Term Planning Update:** Game Room was discussed. **Mark Canfield to produce a vision statement for WEA capital improvements.**

**Association Talent Registry:** A portal was provided on the web site to identify talents in the community. The response has been good.

**Maintenance Action Item Update:** Eric is almost done with inside mahogany fence. Inside painting complete working on outside. Found some rot. Rowell's came and addressed some drain issues. Over this past weekend, fire alarm problems occurred. Was a result of failed packing in the main sprinkler valve. Replacing all four toilets in Men's Locker room. ADA bathroom still an issue. Scoped 60' out line and found broken pipe.

**Adopt a Road:** Scott Monroe wants people to adopt a road for trash clean-up.

**CIF Mission Statement:** A mission statement was adopted by the WEA board. Waterville Estates Association (WEA) Board of Directors (BOD), as the duly elected governing body and fiduciary of WEA, is dedicated to the useful, productive, and ethical expenditure of Capital Improvement Funds, on behalf of the community at large, in a manner that is legally consistent with Internal Revenue Service (IRS) guidelines, operationally consistent with General Accepted Accounting Principles (GAAP), and functionally consistent with the intended purpose of the fund, as defined in the community's governing documents, restrictions, easements, covenants, and by-laws, while remaining cognizant of current short and long term plans for the betterment of the community for its owners. Accepted examples of Capital Improvement expenditures, per IRS and GAAP (GASBY) guidelines include the following: Fixing a defect or a design flaw, Creating an addition, physical enlargement, or expansion, Creating an increase in capacity, productivity, or efficiency, Rebuilding property after the end of its economic useful life, Replacing a major component or structural part of the property, Adapting property to a new or different use.

**Association/District Interplay (Lease, Management Agreement:** This item on hold until Mr. C. Smith has returned from vacation.

**Associations Vote For Paving Contributions:** \$83,000 was approved from CIF for ADA lift, paving, and **one other item**. Mr. Bertino expressed concerns about voter appropriated funds getting redirected when money is provided from the CIF. Mr. M. Smith proposed that concerned voters put forward a warrant article to codify a procedure, if one does not already exist.

## **Financials:**

**District Operations:** \$40,000 misc income is insurance check from truck rollover. Costs shown under equipment repair and truck repair. Auditors directed it be shown this way. Accounting, Taxes, Audits line item is high because it includes 2017 audit costs. Payroll expenses up because cloud-based software didn't include all fees, so WEVD went back to software version which will save more in the long term.

**Water Department:** Nothing extraordinary to report.

**Rec. Fund:** Landscaping close to budget line but spent \$3000 on mulch.

**Friends of Campton Mountain:** Nothing extraordinary to report.

## **New Business:**

**Annual Propane Contract:** Mr. C. Smith advised we had the \$1.50 propane rate again.

**Underage Drinking Incident:** A daughter of a new owner came in with an open alcoholic beverage and was underage.

**Searchable Village District Document Archive:** Mr. M. Smith indicated that we would be scanning village district documents so that they could be searchable.

**Protecting Our Capital Assets From Inflation:** Mr. Tole suggested using CD ladders or brokerage savings accounts to protect our savings from the ravages of inflation. **Mr. Tole and Mr. Kunz will investigate options.**

#### **Old Business:**

**District liability for gazebo/ pergola on Armsby:** It's a trellis and will be allowed to stay. The owner was advised, in writing, that we would accept no liability.

#### **Guest Business:**

**WEA Building Committee:** Mr. Hering advised as a courtesy to the village district, that the building committee has received an application from Mark Canfield for an attached garage. Setbacks are not met, but the building committee may grant a variance.

**Water System:** Mr. Bouchard proposed the village district consider floating a bond to upgrade the water system including wells today versus 10 years from now. He pointed out the low interest rates today and the low cost of money.

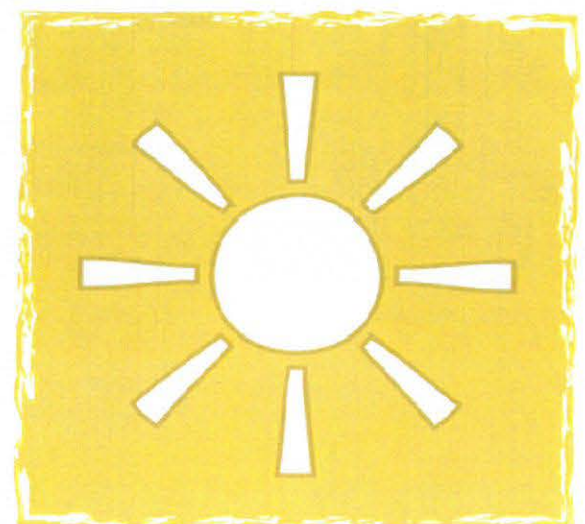
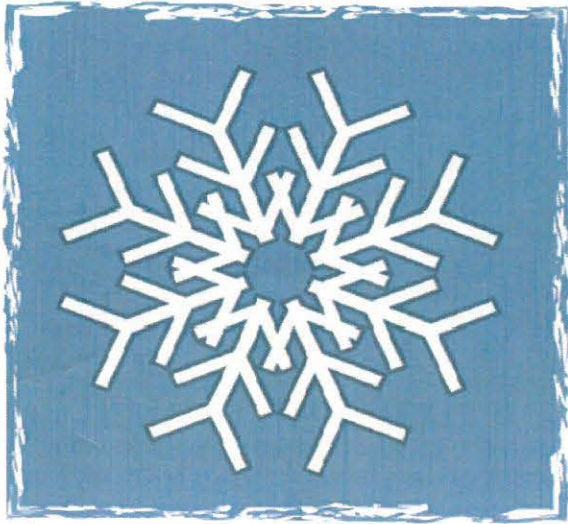
**Mold in Men's Bathroom:** The mold was soap residue and Rowell could not find a leak.

**CIF versus Village District Tax:** Mr. Bertino asked that the commissioners review IRS guidelines on the use of CIF versus Village District funds.

**Set next meeting:** July 25th, 2019, 3:00 PM

**Adjournment:** Mr. Tole motioned, Mr. Griffiths seconded, commissioners approved 4:39 PM





**WATERVILLE ESTATES**

# WATERVILLE ESTATES VILLAGE DISTRICT

## JUNE 27, 2019

### AGENDA

- I. Meeting called to order at 3 PM
- II. Review, corrections and acceptance of April 24, May 5 and May 23 meeting minutes
- III. Treasurer's Reports
  - a. Account balances
  - b. Tax collections
- IV. Manager's Reports
  - a. Water system updates
  - b. Reserve Advisors
  - c. Long Term Planning update
  - d. Maintenance action items update
  - e. Association Talent Registry
  - f. Adopt a Road
  - g. CIF Mission Statement
  - h. Association/ District interplay (Lease, Management Agreement)
  - i. Associations vote for paving contributions
- V. Financials
  - a. District Operations Account
  - b. Water Department Account
  - c. Rec. Fund Account
  - d. Friends of Campton Mt. Account

# WATERVILLE ESTATES VILLAGE DISTRICT

## JUNE 27, 2019

### AGENDA

- VI. New Business
- VII. Old Business
- VIII. Set next meeting
- IX. Executive Session
- X. Adjournment

#### **Waterville Estates Village District Board Meeting Policy**

The commissioners will continue to post an agenda at least 48 hours prior to holding meetings.

You may request to be placed on the agenda:

Request must be submitted to Judy Kinney or Corey Smith at least 10 days prior to a scheduled meeting.

The request must contain the subject matter of the request.

Any discussion pertaining to the WEA not pertaining to the Village District will not be discussed.

The final decision to allow such requests resides with the commission.

Any attendee will be granted up to three (3) minutes to make a statement at the end of the meeting.

Video recording equipment shall only be placed at designated locations determined by the commission.

The commissioners reserve the right to allow exceptions to this policy

Art Marks

Chairman WEVD

# WATERVILLE ESTATES VILLAGE DISTRICT

## April 24, 2019 MEETING MINUTES

3

Attendees: Andy Griffiths, Art Marks, Corey Smith, Judy Kinney, Matt Smith, Sean Tole

Guests: Harry Bertino, Jim Murphy, Tony LeMenager, Carlos Cabral

Called to order: Art Marks at 5:02 PM

**Review, amendment warrant article 3 from March 2016:** Per village council, amendment not presented to all voters, so not valid. Three choices, hold a village hearing, accept amendment, or reject amendment. Per Mr. C. Smith, state allows use of well water (for snowmaking) with discharge permit. Mr., Tole made a motion to hold a discussion, on the amendment, with registered voters at the next meeting, seconded by Mr. Griffiths, commissioners approved.

**March 16, 2019 meeting minute approval:** Mr. Griffiths motioned to accept with correction, Mr., Tole seconded, commissioners approved.

### **Treasurer Report:**

Account balances

### **Operating Accounts**

Northway Operating Account	\$155,976.87
<u>MVSB Operating Account</u>	<u>\$167,306.69</u>
Total Operating Account	\$323,283.56

### **Water Department**

Northway	\$1,715.63
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### **Rec. Fund Account**

Northway Rec. Fund account	\$ 20,279.08
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### **Friends of Campton Mt.**

Northway Friends of Campton Mt	\$ 28,850.17
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# WATERVILLE ESTATES VILLAGE DISTRICT

## April 24, 2019 MEETING MINUTES

### Tax Collection as of today's date

Town of Campton	APPROPRIATION	BALANCE
2016	\$985,552	\$14,594.26
2017	\$976,757	\$5,583.96
2018	\$1,069,955	\$49,086.45
Town of Thornton		
2016	\$290,944	\$1,426
2017	\$299,741	\$0
2018	\$324,690	\$39,092.44

2016 and 2017 balances still being pursued by the towns. 2018 numbers are as of December, 2018.

### Manager Report:

- a. Water system updates:** Water samples good. A lot of water breaks this winter addressed by outside contractors because staff consumed with snow and sand management. Over \$16k of \$17k budget spent to date. Upgrading some pump stations.
- b. Ski area updates:** New rope two motor. Ski area shut down for season. Revenues beat budget. Mr. Tole inquired about condition of chair lift and whether a re-build was warranted. Mr. C. Smith thinks getting a budget number is warranted but it's only the safety circuit that is in question. Mr. C Smith is getting a budget number for design cost for a new septic system at the ski area.
- c. Digital and board postings:** Ongoing. Meeting dates are emailed immediately with a reminder before the meeting.

# WATERVILLE ESTATES VILLAGE DISTRICT

## April 24, 2019 MEETING MINUTES

5

**d. Conflict of interest:** Mr. Marks pointed out that there are no RSA's suggesting whether there is conflict of interest when being on a board or being a district commissioner or a selectman. Rather, that all the RSA's seem to be more concerned with conflict of interest with respect to officials engaging in activities that benefit themselves personally.

**e. Additional items:** Mr. C. Smith has a contract with a roofing company at \$3.85 per square foot to repair parts of Rec Center roof. Mahogany fence work budgeted at \$5k, but numbers are coming in at \$9k. Mr. C Smith will get a price from the roofer for the fence work. Mr. C. Smith reported that tennis court work was budgeted at \$50k but verbal quotes are coming in at \$100k. Mr. C, Smith reported backhoe problems that may require leasing a new machine at \$26k. Buying a new machine was \$93k after \$30k trade in of old backhoe. Maintenance is ongoing at the Rec. Center.

### Financials:

**District Operations:** Currently in line with budget.

**Water Department:** Water breaks are challenging the budget and electrical costs are up, but perhaps because of breaks causing increased pump use.

**Rec. Fund:** Currently on budget or a little better because it was a good snow season. The bad news is there are no weddings scheduled for the season. It may prevent us having our fishing derby. Having trouble finding seasonal cleaners and front desk personnel.

**Additional items:** None.

### New Business:

**Vote to update bank accounts:** Mr. Griffiths made a motion to remove Lloyd Wiley from all district bank accounts and add Sean Tole, Mr. Marks seconded, commissioners approved.

**Additional items:** Mr. Marks discussed whether we should be getting a piece of the state 9% short term rental tax back to the village district. 30% of the collected tax currently goes back to the town. He will contact our state representatives.

# WATERVILLE ESTATES VILLAGE DISTRICT

## April 24, 2019 MEETING MINUTES

6

### **Old Business:**

**Weeping Birches Lane – Correspondence:** The Town of Thornton sent a letter to John Marsh of Mountain Mapping requesting additional info. This is a point of information and WEVD needs to take no action at this time.

**Additional items:** Gazebo on Armsby Circle is sitting on WEVD property, but no residents are claiming ownership. Discussions took place as to whether to move it or leave it. Mr. C Smith will get input from council on district liability.

### **Guest Business:**

Harry Bertino asked for clarification as to whether a judge had weighed in on the validity of the article 3 amendment. He was advised that village council had offered the only opinion.

Jim Murphy did some research on ski areas and questioned how much Waterville Estates would invest in its' ski area. He offered to provide his findings to the commissioners and they accepted.

**Set next meeting:** May 23rd, 2019, 3:00 PM

**Executive Session:** Mr. Marks made a motion to go into executive session to discuss employee retention matters, Mr. Tole seconded, commissioners approved:

**Adjournment:** Mr. Marks motioned, Mr. Griffiths seconded, commissioners approved 7:18 PM



# COMBINATION WATERVILLE ESTATES VILLAGE DISTRICT / WATERVILLE ESTATES ASSOCIATION LONG TERM PLANNING May 5, 2019 MEETING MINUTES

Attendees: Art Marks, Andy Griffiths, Corey Smith, Judy Kinney, Matt Smith, Ted Kunz, Mike Hering, Madhavi Challagulla.

Guests: Andrea Canfield, Harry Bertino

Called to order: Mr. Hering at 8:02 AM

## **Discussion:**

**Reserve Advisors Incorporated:** Waiting for a proposal to update our capital infrastructure maintenance cost requirements. Mr. Hering expressed concern about the quality of the previous report pointing out they missed picking up the dam in their original inventory.

**Database of Experts:** Mr. M Smith suggested we find out who in the community has what expertise that would be willing to consult with Waterville Estates Association (WEA) and Waterville Estates Village District (WEVD) to cross check outside consultants' findings and capital expenditure decisions.

**Personal Matters:** Personal conflicts were discussed. An executive session at the next WEVD meeting was requested by a concerned party.

**Changing use of CIF:** Ms. Challagulla proposed modifying CIF to augment WEVD funds to get things done. The WEA board is currently discussing what is appropriate CIF use. Using the concept of life cycle costs for assets acquired by the WEVD were discussed.

**Communication:** Mr. M Smith suggested that for projects proposed, justification, expected initial capital cost, life cycle cost (maintenance and eventual replacement), funding source, mitigating revenues, and amenity benefit should be the standard information presented at any public meeting.



# COMBINATION WATERVILLE ESTATES VILLAGE DISTRICT / WATERVILLE ESTATES ASSOCIATION LONG TERM PLANNING May 5, 2019 MEETING MINUTES

**Call for Committees:** Ms. Canfield pointed out that decision by committee makes the greater community more comfortable than autonomous decisions. She suggested a decorating committee among others. A constant contact email should be sent out inviting the community to participate.

**Current Year Improvements, Gym and Teen Room:** Ms. Canfield asked if the teen room is used. Ms. Challagulla indicated that the WEA board is investigating the matter. Ms. Challagulla asked if accomplishing upgrades to these spaces is possible this year, Mr. C. Smith indicated that it could be accomplished this fiscal year. \$30,000 (\$15,000 already approved in WEVD budget, requires \$15,000 from CIF) is currently estimated for the gym and \$15,000 (requires use of CIF) estimated. The WEA board is working to be able to put to a vote on June 22<sup>nd</sup>.

**Tennis Courts:** Ms. Challagulla proposed moving tennis court upgrades out to 2021 and using volunteers to paint out a pickle ball court on the tennis court with the justification that using an outside professional for the paint job would not be a good investment if the courts were to be replaced in 2021. Also, do we need four tennis courts or could we eliminate the two on the hill as there are water and drainage issues.

**Men's and Ladies Locker Room:** Ms. Challagulla proposed a spin dryer for bathing suits to be purchased this year, not to dry, but remove excess moisture. Ms. Challagulla asked that it be added to the next WEVD agenda as it would be purchased with CIF and be gifted to the district. A July WEA board vote was proposed. Balance of work, \$30,000, would be in 2020 with \$16,000 already approved by WEVD and remaining \$14,000 required from CIF.

**Rec Center Work:** Mr. Marks pointed out that from the last week in June through Labor Day, the Rec Center is too busy to allow for interior work. Therefore, WEA and WEVD decision deadlines must be met to meet schedules and expectations. Mr. C Smith proposed a 90-day planning period, 30-day cost estimating period, and that the board and/or district must act within a 60-day window for work to start.

**Conveying CIF Assets to WEVD:** Mr. C, Smith indicated he would contact our legal counsel to firm up our understanding on how WEA should convey assets to WEVD.

**New Business:** None

**Old Business:** None

**Guest Business:** None

**Set next meeting:** June 23<sup>rd</sup>, 2019, 8:00 AM

**Adjournment:** Mr. Hering adjourned 10:34 AM

# WATERVILLE ESTATES VILLAGE DISTRICT

## May 23, 2019 MEETING MINUTES

Attendees: Andy Griffiths, Art Marks, Corey Smith, Judy Kinney, Matt Smith, Sean Tole, Ted Kunz

Guests: Rick and Kathleen Tochio, Judy and Russ Lewis, James Paino, Robert Mate, Ross and Kristin Bouchard, Joan Wood, Loren Bennet, Arnold Goldman, Libby Griffiths, Bobbi and Dave Ketcham, Elizabeth and Raymon Beauregard, Jeffrey Hannon, Davis Spinney, Mike Hering, John and Nicole Cox. Catalina and Rick Celentano, Stanley Bujalski, Individual, Aaron Wood, Harry Bertino, Jim Murphy, John Herlihy, Patrick Frawley, Terri Tole

Called to order: Mr. Marks at 3:07 PM

Review and approval of Meeting Minutes for April 24<sup>th</sup> and May 5<sup>th</sup> 2019 is postponed until the next meetings so corrections may be implemented.

### **Treasurer Report:**

Account balances

### **Operating Accounts**

Northway Operating Account	\$45,578.53
<u>MVSB Operating Account</u>	<u>\$167,339.82</u>
Total Operating Account	\$212,918.35

### **Water Department**

Northway	\$3,156.45
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### **Rec. Fund Account**

Northway Rec. Fund account	\$20,094.24
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### **Friends of Campton Mt.**

Northway Friends of Campton Mt	\$28,850.41
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# WATERVILLE ESTATES VILLAGE DISTRICT

## May 23, 2019 MEETING MINUTES

### Tax Collection as of today's date

Town of Campton	APPROPRIATION	BALANCE
2016	\$985,552	\$14,594.26
2017	\$976,757	\$5,583.96
2018	\$1,069,955	\$40,090.06
Town of Thornton		
2016	\$290,944	\$1,426
2017	\$299,741	\$0
2018	\$324,690	\$15,737.83

### Manager Report:

**Water system updates:** Spent \$50,000 on maintenance against \$44,000 budget. Water breaks subsiding. Valve station upgrade complete on Summit, added pre-cast service pit. Waterline upped from 2" to 4' near ski area.

**Reserve Advisors:** \$7850 would provide a 30-year capital plan not including community growth.

**Mahogany fence estimate from roofers:** Hired fence builder for \$9000. Fence went up in 2009.

**Short term rentals:** State collects 9% tax and returns 30% (of the 9%) to the town. Campton and Thornton do not return funds to Waterville Estates. Mr. Marks suggested WEVD voters talk to their state representative and town selectman to attempt to get the cut that should be coming to us. Mr. Bouchard will work on a registered voter petition to submit to town and state.

# WATERVILLE ESTATES VILLAGE DISTRICT

## May 23, 2019 MEETING MINUTES

### **Ski area updates**

**Chair lift safety circuit re-wiring estimate:** The cost estimate is \$3,000-5,000.

**Septic design estimate:** The design cost is \$2,300. Reserve Advisors will provide advice on when the new design might need to be installed.

**Counterweight:** Need to raise and add new liner, parts on order.

### **Roundtable with legal counsel**

Bart Mayer provided background on his experience. Represents 35 towns. 75 trips to State Supreme Court. Attends 4-5 town meetings per year.

**Discussion of invalid amendment to 2019 warrant Article 3:** Article purpose was funding water system operating budget. Amendment was to affect use of water for snow making, not matters associated with the budget. Mr. Mayer stated that the amendment was invalid and therefore the article passed and the amendment are invalid. Mr. Mayer recommended that voters consider a “water purpose” article next year.

**Weeping Birches:** Mr. Mayer advised that the WEVD Commissioners did everything they could to be sure the road would meet town standards including an engineering report. Thornton selectman chose to release the bond before accepting the road, then balked on signing the deed. The only open issue is the towns (Thornton) concern with the property description on the deed. WEVD has no power or ability to compel the town of Thornton.

**WEVD Commissioners responsibilities to taxpayers:** Per Mr. Mayer, voters are legislators who convene once a year. Only they can exercise that authority, not all taxpayers. When the meeting closes, a registered voter is no different than any other taxpayer. Commissioners have to consider the interests of all parties within the geographic area they are responsible for. The WEVD was created for recreation, roads, and water.

**Conflict of interest between someone being a WEVD Commissioner and a WEA Board Member:** Per Mr. Mayer, where the individual has no interest that differs from the general community, there is no conflict. Mr. Mayer did not feel there was a conflict of interest in a WEVD Commissioner also being a WEA Board member and in fact it might be beneficial.

# WATERVILLE ESTATES VILLAGE DISTRICT

## May 23, 2019 MEETING MINUTES

**Weddings in a facility for recreation where that facility is funded by taxpayers:** As long as this use is subordinate to the needs of the community, legal precedence says it's allowable. Mr. Marks who is responsible to do the accounting to evaluate whether this subordinate use is beneficial to the community. Bart and Mr. Marks observed that some benefits may not show up on the wedding spreadsheet.

**Individuals rights to free speech:** The right place and time for criticism is at the commissioner meeting so their concerns are reflected in the meeting minutes. The Commissioners have a responsibility to bring concerns expressed through back channels in public forum.

**The application of ADA requirements to the Recreation Center:** The public has the right to access to public programs. As an example, if a town officer has a second story office that a member of the public can't access, the officer must go to the first floor to make himself available for that individual.

### **Financials:**

**District Operations:** Nothing extraordinary to report.

**Water Department:** Nothing extraordinary to report.

**Rec. Fund:** Nothing extraordinary to report.

**Friends of Campton Mountain:** Nothing extraordinary to report.

**New Business:** None

### **Old Business:**

**District liability for gazebo/pergola on Armsby:** More investigation required.

### **Guest Business:**

**Additional items:** Mold in the Men's Locker Room was discussed. Corey indicated that he is searching for the root cause. He has been unable to replicate a condition where a leak in the wall would reveal itself. Mr. Paino, agreed to help Corey find the leak.

**Set next meeting:** June 27th, 2019, 3:00 PM

**Adjournment:** Mr. Tole motioned, Mr. Griffiths seconded, commissioners approved 5:54 PM

**TREASURER'S REPORT**  
**ACCOUNT BALANCES as of JUNE 20, 2019**

**OPPERATING ACCOUNTS**

Northway Operating Account	20,070.44
<u>MVSB Operating Account</u>	<u>132,376.09</u>
Total Operating Account	152,446.53

**WATER DEPARTMENT**

Operating Account	36,193.73
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**REC. FUND**

Operating Account	31,047.17
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**FRIENDS OF CAMPTON MT.**

Friends of Campton Mt. Account	28,850.67
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## TREASURER'S REPORT TAX COLLECTIONS

CAMPTON	APPROPRIATION	BALANCE
2015 -	985,422	33,412.72
2016 –	985,552	13,395.88
2017 –	976,757	3,547.92
2018 –	1,069,955	36,093.68
2019 -	We have received \$8,473.47	
THORNON		
2016 –	290,944	1,426
2017 –	299,741	0
2018 -	324,690	15,737.83

## CIF MISSION STATEMENT

Waterville Estates Association (WEA) Board of Directors(BOD), as the duly elected governing body and fiduciary of WEA, is dedicated to the useful, productive and ethical expenditure of Capital Improvement Funds, on behalf of the community at large, in a manner that is legally consistent with Internal Revenue Service (IRS) guidelines, operationally consistent with General Accepted Accounting Principles (GAAP) and functionally consistent with the intended purpose of the fund, as defined in the community's governing documents, Restrictions, Easements and covenants and By-laws, while remaining cognizant of current short and long term plans for the betterment of the community for its owners.

Accepted Examples of Capital Improvement expenditures, per IRS and GAAP (GASBY) guidelines include the following:

- Fixing a defect or design flaw

- Creating an additional, physical enlargement or expansion

- Creating an increase in capacity, productivity or efficiency

- Rebuilding property after the end of its economic useful life

- Replacing a major component or structural part of the property

- Adapting property to a new or different use

Waterville Estates Association BOD adopted 6/22/2019



# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
Income			
1100.0 · WE Village District Income			
1106 · TAXES			
1105 · Campton Taxes			
1105.6 · Prior Campton Taxes	493,827.28		
1105.7 · Current YR Campton Taxes	8,473.47		
3190.1 · Campton Interest	4,591.85		
Total 1105 · Campton Taxes	506,892.60		
1106.6 · Thornton Taxes			
1106.5 · Prior Thornton Taxes	158,796.17		
3190.2 · Thornton Interest	2,147.69		
Total 1106.6 · Thornton Taxes	160,943.86		
Total 1106 · TAXES	667,836.46		
Total 1100.0 · WE Village District Income	667,836.46		
3502 · MISCELLANEOUSE REVENUES			
3502.1 · Northway Interest	40.52		
3502.2 · Meredith Bank Interest	206.24		
3503 · Miscellaneous income	40,707.81		
Total 3502 · MISCELLANEOUSE REVENUES	40,954.57		
Total Income	708,791.03		
Gross Profit	708,791.03		

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
Expense			
3000.0 · WE Village District Expenses			
3316 · Capital Pres/ Growth & New			
4312.33 · Cap- New Paving	0.00	58,000.00	(58,000.00)
4520.20 · Cap - Computer Replacement	2,579.00	9,459.00	(6,880.00)
4520.21 · Cap - Exercise Equipment	0.00	15,000.00	(15,000.00)
4520.22 · Cap - Exterior Ren. Fence	4,860.38	5,000.00	(139.62)
4520.23 · Cap - Mens Locker Room Shower	0.00	8,000.00	(8,000.00)
4520.24 · Cap - Ladies Locker Room Floor	0.00	16,000.00	(16,000.00)
4520.25 · Cap - Interior Renovations	2,056.14	10,000.00	(7,943.86)
4520.26 · Cap - Septic System Pumps	2,300.00	15,455.00	(13,155.00)
4520.27 · Cap - HVAC Repairs	2,803.38	10,000.00	(7,196.62)
4520.28 · Cap - Asphalt Shingles Rec Cent	19,003.00	20,000.00	(997.00)
4520.29 · Cap - Rec. Center Security Syst	740.99	10,000.00	(9,259.01)
4520.30 · Tennis/ Basketball Courts (Resurfacing replacement)	374.36	50,000.00	(49,625.64)
4520.31 · Cap-Exterior Finish - Painting	964.80	15,000.00	(14,035.20)
4520.32 · G & N - ADA	43.20	3,000.00	(2,956.80)
Total 3316 · Capital Pres/ Growth & New	35,725.25	244,914.00	(209,188.75)
4100 · GENERAL GOVERNMENT			
4130 · WEVD Administration			
4130.2 · WEVD Manager	40,865.50	85,000.00	(44,134.50)
4130.3 · Assistant Manager	33,235.06	66,000.00	(32,764.94)
Total 4130 · WEVD Administration	74,100.56	151,000.00	(76,899.44)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4130.1 · Total WEVD Administration			
4130.4 · Retirement Contribution	8,432.67	8,592.00	(159.33)
4130.5 · Health Reimbursement	3,440.50	7,356.00	(3,915.50)
4155.1 · Social Security	4,247.02	9,457.00	(5,209.98)
4155.2 · Medicare	1,097.14	2,205.00	(1,107.86)
4155.3 · NH Unemployment	118.93	140.00	(21.07)
4196.1 · Other Deductible Reimbursements	2,898.31	17,322.00	(14,423.69)
4196.2 · Health Insurance	14,229.96	38,072.00	(23,842.04)
4196.3 · Workers Comp Ins	50.24	21,700.00	(21,649.76)
4196.4 · Dental Ins	576.00	1,382.00	(806.00)
4196.5 · Bonuses			
4196.6 · Payroll Taxes	0.00	811.00	(811.00)
4196.5 · Bonuses - Other	150.00	9,948.00	(9,798.00)
Total 4196.5 · Bonuses	150.00	10,759.00	(10,609.00)
4199.12 · Travel Reimbursement	47.05	140.00	(92.95)
Total 4130.1 · Total WEVD Administration	35,287.82	117,125.00	(81,837.18)
4150.1 · Accounting/Taxes/Audit	21,845.00	7,877.00	13,968.00
4153.1 · Legal / Consulting	6,936.22	13,297.00	(6,360.78)
4196.7 · Insurances	0.00	26,497.00	(26,497.00)
4197.1 · Advertisements	290.16	57.00	233.16
4199.10 · Licenses/Fees	805.00	594.00	211.00

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4199.11 · Cellular Phones	450.00	1,080.00	(630.00)
4199.2 · Commissioners Stipend & Expense	1,023.40	3,711.00	(2,687.60)
4199.3 · Telephones	467.66	1,582.00	(1,114.34)
4199.4 · Repeaters /Radios	0.00	1,636.00	(1,636.00)
4199.5 · Computer Services	520.00	6,000.00	(5,480.00)
4199.6 · Postage	273.48	741.00	(467.52)
4199.7 · Uniforms	334.99	545.00	(210.01)
4199.8 · Bank/Finance Charge	167.50	300.00	(132.50)
4199.9 · Payroll Expenses	5,293.38	91.00	5,202.38
4311.1 · Office Supplies	908.53	4,000.00	(3,091.47)
4311.2 · Taxes/Fees/Charges	606.25	1,412.00	(805.75)
Total 4100 · GENERAL GOVERNMENT	149,309.95	337,545.00	(188,235.05)
4520.33 · Rec Fund Contingency	0.00	61,000.00	(61,000.00)
4520.34 · Ski Area Operation Off Set	0.00	33,000.00	(33,000.00)
Total 3000.0 · WE Village District Expenses	185,035.20	676,459.00	(491,423.80)
4220 · PUBLIC SAFETY			
4220.1 · Alarm, Fire & Water	3,833.62	4,521.00	(687.38)
4220.2 · Safety Supplies	90.42	2,755.00	(2,664.58)
4220.3 · Fire & Security	5,762.79	7,911.00	(2,148.21)
Total 4220 · PUBLIC SAFETY	9,686.83	15,187.00	(5,500.17)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4312 · HIGHWAYS & STREETS			
4312.01 · Roads	21,279.64	66,189.00	(44,909.36)
4312.02 · Seasonal Plowing	7,489.66	7,638.00	(148.34)
4312.03 · Contractor Plowing	22,882.00	16,942.00	5,940.00
4312.04 · Payroll Taxes	2,370.62	5,917.00	(3,546.38)
4312.05 · Health Insurance	4,711.92	9,424.00	(4,712.08)
4312.06 · Dental Insurance	288.00	691.00	(403.00)
4312.07 · Retirement	2,235.01	4,617.00	(2,381.99)
4312.08 · Travel Expense	54.00	411.00	(357.00)
4312.10 · Calcium/Magnesium Chloride	0.00	3,272.00	(3,272.00)
4312.11 · Cold Patch	0.00	3,000.00	(3,000.00)
4312.12 · Roadside Mowing/Sweeping	0.00	6,000.00	(6,000.00)
4312.13 · Culvert Expense	0.00	2,261.00	(2,261.00)
4312.14 · Road Sand & Salt	11,841.25	18,540.00	(6,698.75)
4312.15 · Equipment Rental	934.22	3,956.00	(3,021.78)
4312.16 · Equipment Repair	5,910.82	1,412.00	4,498.82
4312.17 · Misc. Projects	3,744.50	3,390.00	354.50
4312.18 · Diesel Fuel	4,372.39	22,604.00	(18,231.61)
4312.19 · Plow Gear & Sanders	0.00	5,000.00	(5,000.00)
4312.20 · Oil & Filters	467.98	565.00	(97.02)
4312.21 · Maintenance & Tune-ups	40.00	5,454.00	(5,414.00)
4312.22 · Osh Kosh Repairs	1,545.70	2,261.00	(715.30)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4312.23 · Truck Repairs	16,491.39	6,543.00	9,948.39
4312.24 · Back Hoe Repair	514.68	7,634.00	(7,119.32)
4312.25 · Body Maintenance	0.00	2,500.00	(2,500.00)
4312.26 · Tires	0.00	3,817.00	(3,817.00)
4312.27 · Shop supplies	2,253.56	4,521.00	(2,267.44)
4312.28 · Small Tools/Equipment	1,645.40	3,817.00	(2,171.60)
4312.29 · Large Equipment/Tools	44.97	1,527.00	(1,482.03)
4312.30 · Grader Repairs	0.00	3,390.00	(3,390.00)
4312.31 · Shop Electricity	0.00	3,390.00	(3,390.00)
4312.32 · Shop Heat	2,841.83	3,272.00	(430.17)
4312.9 · Misc Material & Supplies	512.00	19,213.00	(18,701.00)
4319.1 · Consulting	468.75	25,000.00	(24,531.25)
4319.2 · Cell Phone	125.00	300.00	(175.00)
Total 4312 · HIGHWAYS & STREETS	115,065.29	274,468.00	(159,402.71)
4520 · CULTURE & RECREATION			
4520.01 · Building Wages	23,637.42	62,462.00	(38,824.58)
4520.02 · Payroll Taxes	1,906.81	4,961.00	(3,054.19)
4520.03 · Health Insurance	4,711.92	9,424.00	(4,712.08)

# WATERVILLE ESTATES VILLAGE DISTRICT

	ACTUAL	BUDGET	VARIANCE
4520.04 · Dental Insurance	288.00	691.00	(403.00)
4520.05 · Retirement	2,063.14	5,029.00	(2,965.86)
4520.06 · Travel	27.50	225.00	(197.50)
4520.10 · Building Equipment Repairs	3,225.74	15,420.00	(12,194.26)
4520.11 · Cell Phone	125.00	300.00	(175.00)
4520.12 · Ski Area Insurance	9,999.00	18,530.00	(8,531.00)
4520.13 · Snowcat Repairs & Maint	5,255.86	21,445.00	(16,189.14)
4520.14 · Building Infrastructure	7,219.40	30,537.00	(23,317.60)
4520.15 · Employee Training	815.32	332.00	483.32
4520.16 · Pool Repair & Maint	1,955.83	5,255.00	(3,299.17)
4520.17 · Outdoor Lighting	545.34	764.00	(218.66)
4520.18 · Building Electric	22,113.18	66,707.00	(44,593.82)
4520.19 · Building Heat	29,993.40	67,766.00	(37,772.60)
4520.7 · Ski Area Repairs and Maint.	5,981.11	43,100.00	(37,118.89)
4520.8 · Kitchen Equipment Repairs	1,738.32	5,140.00	(3,401.68)
4520.9 · Maintenance Supplies	130.33	3,084.00	(2,953.67)
Total 4520 · CULTURE & RECREATION	121,732.62	361,172.00	(239,439.38)
4914 · WATER DIST & TREATMENT			
4914W · Contribution to Water Dept.	162,000.00		
Total 4914 · WATER DIST & TREATMENT	162,000.00		
Total Expense	593,519.94	1,327,286.00	(733,766.06)
Net Ordinary Income	115,271.09	(1,327,286.00)	1,442,557.09

# WATER DEPARTMENT

	ACTUAL	BUDGET	VARIANCE
Income			
3401 · Finance Charges	123.79		
3401.1 · Contribution from General Fund	162,000.00	295,558.00	-133,558.00
3503.1 · Interest Income	0.42		
3914W · Water Fee	102,604.90	103,200.00	-595.10
Total Income	264,729.11	398,758.00	-134,028.89
Gross Profit	264,729.11	398,758.00	-134,028.89
Expense			
2011 · Growth & New			
4909.1 · G&N - Water Line Upgrade	5,290.00	90,000.00	-84,710.00
4909.2 · G & N - New Wells	1,100.00	90,000.00	-88,900.00
Total 2011 · Growth & New	6,390.00	180,000.00	-173,610.00
4300 · Water Dist & Treatment			
4332.1 · System Repairs,Materials,Supply	53,117.32	44,501.00	8,616.32
4332.11 · Generator Maintenance	4,814.08	5,454.00	-639.92
4332.12 · Licenses/fees/education	461.75	1,582.00	-1,120.25
4332.13 · Finance Charges	253.62		
4332.2 · Water Testing - DES	462.00	2,572.00	-2,110.00
4332.3 · Leak Repairs	16,150.00	17,449.00	-1,299.00



## WATER DEPARTMENT

	ACTUAL	BUDGET	VARIANCE
4332.4 · Engineering	98.00	8,180.00	-8,082.00
4332.5 · Equipment Rental	0.00	1,130.00	-1,130.00
4332.6 · Telemetry	3,535.59	8,725.00	-5,189.41
4332.7 · Misc. Projects	0.00	8,725.00	-8,725.00
4332.8 · Subscriptions/Dues	25.00	1,412.00	-1,387.00
4332.9 · Water System Electricity	46,972.26	72,001.00	-25,028.74
4335.1 · Water Treatment Chemicals	2,212.65	9,041.00	-6,828.35
Total 4300 · Water Dist & Treatment	128,102.27	180,772.00	-52,669.73
4700 · Debt Service			
4711 · Water Upgrade Principle	37,081.49	37,081.00	0.49
4721 · Water Upgrade Interest	904.50	905.00	-0.50
Total 4700 · Debt Service	37,985.99	37,986.00	-0.01
Total Expense	172,478.26	398,758.00	-226,279.74
Net Income	92,250.85	0.00	92,250.85

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
Income			
9000.1 · Facility Rental	145,785.52	376,860.00	-231,074.48
9000.2 · Facility Services	9,600.00	3,560.00	6,040.00
9000.3 · Tax Supplement Income	0.00	61,000.00	-61,000.00
9000.4 · Ski Area Offset	0.00	33,000.00	-33,000.00
9000.5 · Bank Interest	1.90	10.00	-8.10
9001 · Recreation Income			
9001.01 · CC Processing Fee Income	52.79	300.00	-247.21
9001.3 · Vending - Games	497.50	600.00	-102.50
9001.4 · Vending - Soda	0.00	800.00	-800.00
9001.5 · Vending - Snacks	146.50	250.00	-103.50
9001.6 · GM Income	2,489.54	5,000.00	-2,510.46
9001.7 · Tanning	245.81	200.00	45.81
9001.8 · Misc. Income	3,422.43	30.00	3,392.43
9001.9 · Movie Rental	21.00	30.00	-9.00
Total 9001 · Recreation Income	6,875.57	7,210.00	-334.43
9002 · Food & Beverage Income			
9002.1 · Soda & Non Alocoholic Bev Income	1,079.16	5,000.00	-3,920.84
9002.2 · Food Income	2,438.63	38,570.00	-36,131.37

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9002.3 · Liquor Income	6,813.36	52,620.00	-45,806.64
9002.4 · Beer Income	6,311.50	45,300.00	-38,988.50
9002.5 · Wine Income	965.83	6,331.00	-5,365.17
Total 9002 · Food & Beverage Income	17,608.48	147,821.00	-130,212.52
9003 · Campton Mt. Income			
9003.1 · Campton Mt. Fund Raiser	0.00	8,000.00	-8,000.00
9003.2 · Ski Tickets	41,895.00	30,561.00	11,334.00
9003.3 · Ski Lessons	980.00		
9003.4 · Food	40,293.05	43,236.00	-2,942.95
9003.5 · Non Alcohol Beverages	4,761.91	5,067.00	-305.09
9003.6 · Liquor	27,878.88	26,578.00	1,300.88
9003.7 · Beer	26,599.20	32,441.00	-5,841.80
9003.8 · Wine	6,781.07	7,235.00	-453.93
9003.9 · Campton Mt. Bank Interest	1.21	1.00	0.21
Total 9003 · Campton Mt. Income	149,190.32	153,119.00	-3,928.68
9004 · Events & Functions Income			
9004.1 · Events Income	66.14	2,000.00	-1,933.86
9004.2 · Catering & Function Income			
9004.01 · Room Rental	600.00	2,000.00	-1,400.00
9004.02 · General Income	432.00	28,870.00	-28,438.00

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9004.04 · Food	1,600.00	29,975.00	-28,375.00
9004.05 · Beer	923.65	5,000.00	-4,076.35
9004.06 · Liquor	1,399.92	36,000.00	-34,600.08
9004.07 · Wine	407.16	1,900.00	-1,492.84
9004.08 · Non Alcohol Beverages	114.83	200.00	-85.17
Total 9004.2 · Catering & Function Income	5,477.56	103,945.00	-98,467.44
Total 9004 · Events & Functions Income	5,543.70	105,945.00	-100,401.30
Total Income	334,605.49	888,525.00	-553,919.51
Cost of Goods Sold			
9005 · Cost of Goods Sold			
9005.02 · Events Food	198.09		
9005.03 · Campton Mt. Fund Raiser Food	9.11	1,600.00	-1,590.89
9005.04 · General Merchandise	955.64	2,000.00	-1,044.36
9005.06 · Vending - Soda	246.16	1,500.00	-1,253.84
9005.07 · Food	18,216.74	35,000.00	-16,783.26
9005.08 · Non Alcohol Beverages	4,301.67	7,200.00	-2,898.33
9005.09 · Beer	15,374.41	25,750.00	-10,375.59
9005.10 · Liquor	16,343.92	24,000.00	-7,656.08
9005.11 · Wine	4,724.58	6,800.00	-2,075.42
9005.12 · Bar Supplies	872.49	5,000.00	-4,127.51

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9005.13 · Catering & Functions			
9005.14 · Food	30.03	9,070.00	-9,039.97
9005.15 · Bar Supplies	0.00	150.00	-150.00
9005.16 · Other Supplies	0.00	100.00	-100.00
Total 9005.13 · Catering & Functions	30.03	9,320.00	-9,289.97
Total 9005 · Cost of Goods Sold	61,272.84	118,170.00	-56,897.16
Total COGS	61,272.84	118,170.00	-56,897.16
Gross Profit	273,332.65	770,355.00	-497,022.35
Expense			
9101 · Business Expenses			
9101.01 · Rec. Admin Wages			
9101.02 · Admin Wages	13,795.63	31,720.00	-17,924.37
9101.03 · Workman Comp	62.65	2,200.00	-2,137.35
9101.04 · Payroll Taxes	1,146.23	629.00	517.23
9101.05 · Travel	78.16	550.00	-471.84
9101.06 · Employee Education	252.32		
9101.21 · Phone	250.00	600.00	-350.00
Total 9101.01 · Rec. Admin Wages	15,584.99	35,699.00	-20,114.01
9101.07 · Copier Lease	1,190.00	1,700.00	-510.00
9101.08 · Dues & Subscriptions	930.72	3,500.00	-2,569.28

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9101.09 · Office Supplies	1,717.24	4,500.00	-2,782.76
9101.10 · Finance Charges	5,522.17	15,800.00	-10,277.83
9101.11 · Licenses & Fees	4,055.20	7,080.00	-3,024.80
9101.12 · Misc. Expenses	403.89	1,200.00	-796.11
9101.13 · Telephone	2,597.85	6,000.00	-3,402.15
9101.14 · Internet Access	1,160.06	3,500.00	-2,339.94
9101.15 · Advertising	652.40	200.00	452.40
9101.16 · Postage	365.47	1,000.00	-634.53
9101.17 · Computer Support	7,904.99	7,000.00	904.99
9101.18 · Computer Supplies	184.97	1,000.00	-815.03
9101.19 · Cable	923.26	2,500.00	-1,576.74
9101.20 · Payroll Fee	1,098.56	500.00	598.56
Total 9101 · Business Expenses	44,291.77	91,179.00	-46,887.23
9200 · Infrastructure Expenses			
9200.0 · Infrastructure Wages			
9200.01 · Cleaning Wages	37,157.40	89,948.00	-52,790.60
9200.02 · Grounds Wages	1,902.66	16,365.04	-14,462.38
9200.03 · Payroll Taxes	3,005.68	8,263.00	-5,257.32
9200.04 · Health Insurance	4,711.92	9,424.00	-4,712.08

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9200.05 · Dental Insurance	288.00	691.00	-403.00
9200.06 · Retirement	1,931.92	4,281.00	-2,349.08
9200.07 · Travel	334.56	200.00	134.56
9200.08 · Cell Phone	125.00	300.00	-175.00
9200.09 · Employee Education	305.00	305.00	0.00
9200.10 · Criminal Record	0.00	50.00	-50.00
Total 9200.0 · Infrastructure Wages	49,762.14	129,827.04	-80,064.90
9200.11 · Equipment Rental	0.00	200.00	-200.00
9200.12 · Cleaning Supplies	1,650.12	6,000.00	-4,349.88
9200.13 · Pool Chemicals & Supplies	3,979.97	22,500.00	-18,520.03
9200.14 · Other Supplies	634.87	2,000.00	-1,365.13
9200.16 · Pool & Spa Inspection	0.00	250.00	-250.00
9200.18 · Carpet Cleaning	250.00	1,500.00	-1,250.00
9200.19 · Pest Control	31.30	2,500.00	-2,468.70
9200.20 · Landscaping	4,400.86	5,000.00	-599.14
9200.21 · Trash Removal	3,774.72	8,000.00	-4,225.28
9200.22 · Outdoor Repairs & Maintenance	37.82	700.00	-662.18
9200.23 · Paddle Boat Repairs	67.50	600.00	-532.50
Total 9200 · Infrastructure Expenses	64,589.30	179,077.04	-114,487.74

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9300 · Campton Mt. Expenses			
9300.01 · Ski Area Wages			
9300.02 · Ski Bartender Wages	9,379.23	10,220.00	-840.77
9300.03 · Cook Wages	17,787.32	24,266.04	-6,478.72
9300.04 · Lifties & Patrol Wages	24,736.03	24,785.00	-48.97
9300.05 · Trail Grooming Wages	1,718.14	4,690.00	-2,971.86
9300.06 · Ski Instructor Commission	644.98		
9300.07 · Payroll Taxes	6,014.16	5,588.00	426.16
9300.08 · Criminal Record	250.00	200.00	50.00
9300.1 · Ski Cleaning Wages	1,516.41	3,706.00	-2,189.59
Total 9300.01 · Ski Area Wages	62,046.27	73,455.04	-11,408.77
9300.10 · Building Heat	3,691.50	6,000.00	-2,308.50
9300.12 · Cable & Internet	1,931.01	4,300.00	-2,368.99
9300.13 · Bar Supplies	4,658.93	800.00	3,858.93
9300.14 · Kitchen Supplies	1,783.45	5,000.00	-3,216.55
9300.15 · Cleaning Supplies	1,500.29	2,000.00	-499.71
9300.16 · Fund Raising Expenses	0.00	7,200.00	-7,200.00
9300.17 · Misc. Expenses	1,063.95	6,500.00	-5,436.05
9300.18 · Mowing	0.00	2,400.00	-2,400.00
9300.19 · Inspections	0.00	2,850.00	-2,850.00
9300.20 · Tickets	1,389.96	2,000.00	-610.04



## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9300.21 · Trash Removal	1,764.90	5,000.00	-3,235.10
9300.23 · Web Hosting	486.00	400.00	86.00
9300.25 · Electric	8,403.62	16,000.00	-7,596.38
9300.26 · Snowmobile Maintenance	153.92	500.00	-346.08
Total 9300 · Campton Mt. Expenses	88,873.80	134,405.04	-45,531.24
9400 · Skating Pond			
9401 · Jeep Expenses	140.85		
Total 9400 · Skating Pond	140.85		
9500 · Lounge Expenses			
9500.01 · Lounge Wages			
9500.0 · Summer Recreation Person	0.00	5,250.00	-5,250.00
9500.02 · F & B & F Admin Wages	10,181.97	18,463.00	-8,281.03
9500.05 · F & B General Support	1,375.92	2,000.00	-624.08
9500.06 · Bartenders	722.80	11,280.00	-10,557.20
9500.07 · Kitchen Wages	7,950.02	45,140.00	-37,189.98
9500.08 · Pool Side Servers	125.98	2,040.00	-1,914.02
9500.09 · Event Staff	0.00	1,310.01	-1,310.01
9500.10 · Health Insurance	8,638.52	18,848.00	-10,209.48
9500.11 · Dental Insurance	576.00	1,382.00	-806.00

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9500.12 · Retirement	3,539.74	4,483.00	-943.26
9500.13 · Payroll Taxes	2,218.19	7,954.00	-5,735.81
9500.14 · Cell Phone	250.00	600.00	-350.00
9500.15 · Employee Education	50.75	750.00	-699.25
9500.16 · Criminal Record	50.00	300.00	-250.00
9500.17 · Travel	224.40	1,500.00	-1,275.60
Total 9500.01 · Lounge Wages	35,904.29	121,300.01	-85,395.72
9500.19 · Comped & House Charges	709.78	400.00	309.78
9500.20 · Waste Product	13.85	1,500.00	-1,486.15
9500.21 · Bar Supplies	1,354.33	2,000.00	-645.67
9500.22 · Kitchen Supplies	1,292.13	6,000.00	-4,707.87
9500.24 · Casual Labor	0.00	300.00	-300.00
9500.25 · Meals Tax	12,112.00	27,275.00	-15,163.00
9500.26 · Entertainment	14,800.00	22,000.00	-7,200.00
9500.27 · Event Expenses	854.61	10,000.00	-9,145.39
9500.28 · Lounge Supplies	115.37	5,000.00	-4,884.63
9500.29 · Laundry & Uniforms	3,337.51	9,000.00	-5,662.49
9500.30 · Rec. Supplies	32.97	1,000.00	-967.03
9501 · Catering & Function			
9501.01 · Catering & Function Staff	297.75	14,298.00	-14,000.25

## REC. FUND

	ACTUAL	BUDGET	VARIANCE
9501.02 · Payroll Taxes	23.07	2,341.00	-2,317.93
9501.03 · Catering & Function Expenses	323.60	8,000.00	-7,676.40
9501.04 · Wedding Commission	0.00	3,000.00	-3,000.00
9501.05 · Function Rental Expenses	0.00	3,477.00	-3,477.00
9501.06 · Advertisement	6,011.22	12,000.00	-5,988.78
9501.07 · Web Hosting	0.00	2,000.00	-2,000.00
9501.08 · Catering/Function Vendor	0.00	20,000.00	-20,000.00
9501.09 · Wedding Coordinator Allowance	402.99	1,800.00	-1,397.01
Total 9501 · Catering & Function	7,058.63	66,916.00	-59,857.37
Total 9500 · Lounge Expenses	77,585.47	272,691.01	-195,105.54
9600 · Front Desk Expenses			
9600.01 · Front Desk Wages			
9600.02 · Front Desk	34,155.43	85,232.00	-51,076.57
9600.03 · Payroll Taxes	2,769.14	6,732.00	-3,962.86
9600.04 · Travel	0.00	50.00	-50.00
9600.05 · Criminal Record	25.00	50.00	-25.00
9600.06 · Cell Phone	125.00	300.00	-175.00
Total 9600.01 · Front Desk Wages	37,074.57	92,364.00	-55,289.43
9600.07 · Purchased Movies	0.00	25.00	-25.00
9600.08 · Front Desk Expense	552.04	1,500.00	-947.96
Total 9600 · Front Desk Expenses	37,626.61	93,889.00	-56,262.39
Total Expense	313,107.80	771,241.09	-458,133.29

## WATERVILLE ESTATES ASSOCIATION LONG TERM PLANNING

July 21, 2019 MEETING MINUTES

Attendees: Matt Smith, Mike Hering, Sean Tole, Corey Smith, Madhavi Challagulla.

Guests: None

Called to order: Mr. Hering at 10:17 AM

### Discussion:

**Teen Room Update, Dr. Challagulla:** Mr. M. Smith reported drainage at \$40 per lineal foot and \$1200 for a battery backed up sump. For a twenty-foot wall, around \$2k. Mr. M. Smith reported carpet squares at \$1.50 per foot. Mr. Tole reported that airspace backed carpet tiles are \$6 per square foot and would prevent slab moisture from causing problems. **Mr. M. Smith will investigate this product.** Teen room game vendor recommended a pool table at the upstairs bar. **Dr. Challagulla will make sure the pool table would be on lockable wheels so it can be moved for weddings.** All these games are owned and maintained by the vendor.

**Fitness Room Update, Dr. Challagulla:** Existing floor is rubber and is 10 years old. The cleaners complain that it is hard to clean and Dr. Challagulla feels it never looks good. Mr. M. Smith reported a ½ rubber floor tile system would be \$3300.

**Long Term Planning Year Two, Locker Room Update, Dr. Challagulla:** A call to action outreach email is ready to be sent to the membership. It would be a request for input from membership with respect to colors and finishes. Project may require CIF support to complete as the \$24k already approved by WEVD in 2019 warrant article may not be adequate.

**Snow Making, Dr. Challagulla:** Dr. Challagulla presented a revenue/expense analysis for winter 2016, 2017, and 2018. Mr. M. Smith suggested adding an expense allocation for Corey and Judy's time. Mr. Tole said that Friends of Campton Mountain funds revenue and expense should be removed from the analysis. **Mr. M. Smith will provide what percentage of winters over the last 20 years were not suitable for snowmaking.** Dr. Challagulla is looking for a cost estimate for snowmaking.

**WEA Governance and Finances FAQ, Dr. Challagulla:** The flow chart is ready for distribution if the planning committee thinks it's set as complete.

### New Business:

None

### Old Business:

**Mr. Canfield's draft of Long Term Planning mission/vision statement:** No update.

**Keycard Access, Mr. M. Smith:** Mr. M. Smith estimated \$1200 per door if self installed and \$2500 per door if professionally installed.

**Guest Business:**

**None**

**Set next meeting:** Sunday September 15th, 2019, 8:00 AM

**Adjournment:** Mr. Hering adjourned 12:20 AM

DRAFT

## WATERVILLE ESTATES VILLAGE DISTRICT

### July 25, 2019 MEETING MINUTES

Attendees: Andy Griffiths, Art Marks, Judy Kinney, Matt Smith, Sean Tole, Ted Kunz, Corey Smith.

Guests: Ned McElroy, Harry Bertino, Ross Bouchard, Dave Ketchum, Amanda Kierce, Terri Tole.

Called to order: Mr. Marks at 3:03 PM

Review and approval of Meeting Minutes: June 27<sup>th</sup>, 2019 minutes, motion to approve by Mr. Griffiths, seconded by Mr. Tole, passed.

#### Treasurer Report:

<b>Operating Accounts Balance:</b>	Northway	\$67,306.40
	<u>MVSB</u>	<u>\$303,081.77</u>
	Total	\$370,388.17

<b>Water Department Balance:</b>	Northway	\$59,068.81
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<b>Rec. Fund Account Balance:</b>	Northway	\$170,024.27
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<b>Friends of Campton Mt. Balance:</b>	Northway	\$35,195.89
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**Tax Collection as of today's date (Town, year, appropriation, balance):** Campton, 2015, \$985,422, \$33,412.72. Campton, 2016, \$985,552, \$13,395.88. Campton, 2017, \$976,757, \$3,547.92. Campton, 2018, \$1,069,955, \$35,110.29. Campton, 2019, we have received \$343,158.89. Thornton, 2016, \$290,944, \$1,426. Thornton, 2017, \$299,741, \$0. Thornton, 2018, \$324,690, \$15,737.83.

**Water Fee Delinquencies:** There are some people delinquent on water fees. Collection strategies were discussed. Mr. Kunz reminded the commissioners that last year they had come up with a procedure. Ms. Kinney indicated those procedures were followed. Mr. Bouchard recommended a registered letter be sent.

#### Manager's Report:

**Water system updates:** Mr. C. Smith getting quote on updating water line over Hodgeman Hill. This is waiting on further information from the ongoing well studies. GSM to repair paving where water leaks were fixed over winter. The cost is \$9000 and work is happening now.

**ADA Bathroom Repair:** Broken septic pipe discovered. Mr. C. Smith guesses it's a junction from an old septic pup system converted in 1998. It will require digging a big hole and disrupt summer activities at the Rec Center. The question is whether to leave the ADA bathroom down until September to avoid the disruption which is Mr. C. Smith's recommendation. **Mr. C. Smith will get a quote to repair and an estimate of when the contractor can do the work.**

**Reserve Advisors:** Mr. Marks indicated that the WEA board does not feel this is necessary enough to participate in the funding. Mr. Griffiths and Mr. Tole believes it is a good investment. Mr. Tole made a motion to hire reserve advisors, Mr. Griffiths seconded, passed at a \$10,000 cap. Mr. Marks will ask the WEA board to pay for half.

**Long Term Planning Update: Mark Canfield to produce a vision statement for WEA capital improvements.** We have not received anything yet.

**Association District Interplay (Lease, Management Agreement):** WEVD road water and recreation. WEA recreation. WEVD is landlord. WEA and WEVD work together to come up with rec budget. Lease agreement is to use the building and pays rent. Management agreement is for how rec money is managed.

**Ski Area Septic:** Tom Duffy has selected a site for a test pit.

**Outdoor Fence:** An additional \$2,280 is required to complete refinishing of the fence. Mr. Marks pointed out a missing piece of latus. Mr. Griffiths motioned to approve, Mr. Tole seconded, passed.

### **Financials:**

**District Operations:** There is likely to be a surplus at te end of the year based on what we know today.

**Water Department:** Water tests came back good. Tank inspections happening soon.

**Rec. Fund:** Nothing to report.

**Friends of Campton Mountain:** Nothing to report.

### **New Business:**

**Mistreatment of Equipment:** Mr. Griffiths expressed concern that the ping pong table was damaged from misuse and asked if there was a way to get control of liability. It was suggested to get a license from guests before allowing use as a security measure.

**Recent Outside Youth Activity at Pond:** Mr. M. Smith expressed concern about general public use of WEVD lands. Mr. C. Smith and Mr. Ketchum had spoken with our attorney and confirmed that we are not required to provide general public access. The incident in question involved a youth group affiliated with an owner, which the WEA Board had previously authorized.

### **Old Business:**

**Searchable Village District Document Archive:** Mr. Smith still planning on completing.

**Protecting Our Capital Assets from Inflation:** Mr. Tole reported while CD's are private instruments, we can by CD's in the open market. Citizens who want to get out of a CD sell them on the secondary market and WEVD could by them. Mr. Griffiths suggested the WEVD treasurer could manage this process.

**Bonding for Water System:** Mr. Marks contacted Jim Vernon of Nobis Engineering regarding getting a bond. They indicate to get a bond precludes or makes more difficult the ability of doing the

project in a phased fashion. Mr. C. Smith provided a brief history of the steps that have been taken to fix the water system infrastructure and locate and develop new wells.

**Resident Expertise Portal:** There is no portal, for data entry, a request was sent and people replied. There was discussion about making the process more automatic.

**Guest Business:**

**USDA Funding for Small Municipalities:** Mr. Bertino obtained information he will pass on to the commissioners.

**Non-Employees Behind Rec Center Bars:** Mr. Bertino asked if this issue has been addressed and Mr. C. Smith indicated that it had.

**Rec Center Renovations:** Ms. Tole asked if there were any improvement plans for the Summit Lounge. She wondered if improvements could generate profit. There has been discussion about a la carte weddings at the ski lounge.

**Groomer:** Mr. Ketchum asked if anything could be done about the broken down Skandic snowmobile we use as a trail groomer. There was discussion about asking for CIF funds to replace.

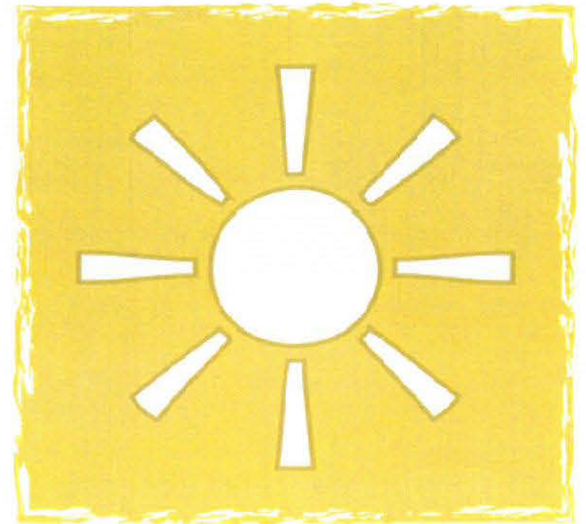
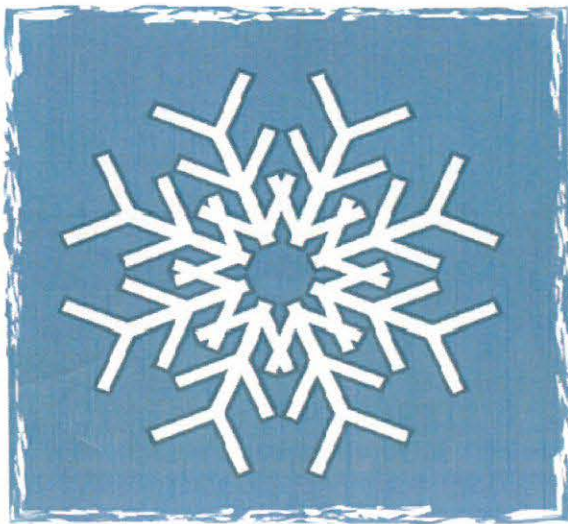
**Mr. C. Smith said he would look into replacement costs.**

**Set next meeting:** August 29th, 2019, 3:00 PM

**Executive Session:** Mr. Marks moved to Executive Session at 4:55 PM to allow discussions about employee matters.

**Adjournment:** Mr. Tole motioned, Mr. Marks seconded, commissioners approved 5:27 PM





**WATERVILLE ESTATES**

# WATERVILLE ESTATES VILLAGE DISTRICT

## JULY 25, 2019

### AGENDA

- I. Meeting called to order at 3 pm
- II. Review, corrections and acceptance of June 27<sup>th</sup> meeting minutes
- III. Treasure's Reports
  - I. Account Balances
  - II. Tax Collections
  - III. Delinquent water accounts
- IV. Manager's Report
  - I. Water System
  - II. ADA Bathroom Repair
  - III. Reserve Advisors - Discussion
  - IV. Association/ District interplay (Lease, Management Agreement)
- V. Financials
  - I. District Operating Account
  - II. Rec. Fund Account
  - III. Friends of Campton Mt
- VI. New Business
- VII. Old Business
- VIII. Set next meeting
- IX. Executive Session
- X. Adjournment

# WATERVILLE ESTATES VILLAGE DISTRICT

## JULY 25, 2019

### AGENDA

#### **Waterville Estates Village District Board Meeting Policy**

The commissioners will continue to post an agenda at least 48 hours prior to holding meetings.

You may request to be placed on the agenda:

Request must be submitted to Judy Kinney or Corey Smith at least 10 days prior to a scheduled meeting.

The request must contain the subject matter of the request.

Any discussion pertaining to the WEA not pertaining to the Village District will not be discussed.

The final decision to allow such requests resides with the commission.

Any attendee will be granted up to three (3) minutes to make a statement at the end of the meeting.

Video recording equipment shall only be placed at designated locations determined by the commission.

The commissioners reserve the right to allow exceptions to this policy

Art Marks

Chairman WEVD

# WATERVILLE ESTATES VILLAGE DISTRICT

## June 27, 2019 MEETING MINUTES

### DRAFT

Attendees: Andy Griffiths, Art Marks, Judy Kinney, Matt Smith, Sean Tole, Ted Kunz

Guests: Mike Hering, Harry Bertino, Ross Bouchard, Bill Cox, Arnold Goodman, Karen Young.

Called to order: Mr. Marks at 3:01 PM

Review and approval of Meeting Minutes: April 24<sup>th</sup> 2019 motion to approve by Mr. Griffiths, seconded by Mr. Tole, passed. May 5<sup>th</sup> 2019 motion to approve by Mr. Tole, seconded by Mr. Griffiths, passed. May 23<sup>rd</sup> 2019 motion to approve by Mr. Griffiths, seconded by Mr. Tole, passed.

#### Treasurer Report:

##### Operating Accounts Balance:

Northway	\$20,070.44
MVSB	\$132,376.09
Total	\$152,446.53

**Water Department Balance:** Northway \$36,047.17

**Rec. Fund Account Balance:** Northway \$31,047.17

**Friends of Campton Mt. Balance:** Northway \$28,850.67

**Tax Collection as of today's date (Town, year, appropriation, balance):** Campton, 2015, \$985,422, \$33,412.72. Campton, 2016, \$985,552, \$13,395.88. Campton, 2017, \$976,757, \$3,547.92. Campton, 2018, \$1,069,955, \$35,093.68. Campton, 2019, we have received \$8,473.47. Thornton, 2016, \$290,944, \$1,426, Thornton, 2017, \$299,741, \$0. Thornton, 2018, \$324,690, \$15,737.83.

#### Manager's Report:

**Water system updates:** On June 22<sup>nd</sup> there was a low-pressure situation on Hodgeman Hill, called in Lakes Region Water. Installed an air release valve at pump house. **Mr. C. Smith getting quote on updating water line over Hodgeman Hill. Steve to get quote from GSM to repair paving where water leaks were fixed over winter.** Level transducer went on Pegwood tank, Tom Ferrin coming from RI to fix it.



# WATERVILLE ESTATES VILLAGE DISTRICT

## June 27, 2019 MEETING MINUTES

### DRAFT

**Reserve Advisors:** This item on hold until Mr. C. Smith has returned from vacation. Mr. Marks provided a rough explanation of what services Reserve Advisors provides. Mr. Hering expressed concerns about the cost of the report versus the accuracy of the report.

**Long Term Planning Update:** Game Room was discussed. **Mark Canfield to produce a vision statement for WEA capital improvements.**

**Association Talent Registry:** A portal was provided on the web site to identify talents in the community. The response has been good.

**Maintenance Action Item Update:** Eric is almost done with inside mahogany fence. Inside painting complete working on outside. Found some rot. Rowell's came and addressed some drain issues. Over this past weekend, fire alarm problems occurred. Was a result of failed packing in the main sprinkler valve. Replacing all four toilets in Men's Locker room. ADA bathroom still an issue. Scoped 60' out line and found broken pipe.

**Adopt a Road:** Scott Monroe wants people to adopt a road for trash clean-up.

**CIF Mission Statement:** A mission statement was adopted by the WEA board. Waterville Estates Association (WEA) Board of Directors (BOD), as the duly elected governing body and fiduciary of WEA, is dedicated to the useful, productive, and ethical expenditure of Capital Improvement Funds, on behalf of the community at large, in a manner that is legally consistent with Internal Revenue Service (IRS) guidelines, operationally consistent with General Accepted Accounting Principles (GAAP), and functionally consistent with the intended purpose of the fund, as defined in the community's governing documents, restrictions, easements, covenants, and by-laws, while remaining cognizant of current short and long term plans for the betterment of the community for its owners. Accepted examples of Capital Improvement expenditures, per IRS and GAAP (GASBY) guidelines include the following: Fixing a defect or a design flaw, Creating an addition, physical enlargement, or expansion, Creating an increase in capacity, productivity, or efficiency, Rebuilding property after the end of its economic useful life, Replacing a major component or structural part of the property, Adapting property to a new or different use.

**Association/District Interplay (Lease, Management Agreement:** This item on hold until Mr. C. Smith has returned from vacation.

**Associations Vote for Paving Contributions:** \$83,000 was approved from CIF for ADA lift, paving, and Tennis/Pickle Ball Court. Mr. Bertino expressed concerns about voter appropriated funds getting redirected when money is provided from the CIF. Mr. M. Smith proposed that concerned voters put forward a warrant article to codify a procedure, if one does not already exist.

# WATERVILLE ESTATES VILLAGE DISTRICT

## June 27, 2019 MEETING MINUTES

### DRAFT

#### Financials:

**District Operations:** \$40,000 misc. income is insurance check from truck rollover. Costs shown under equipment repair and truck repair. Auditors directed it be shown this way. Accounting, Taxes, Audits line item is high because it includes 2017 audit costs. Payroll expenses up because cloud-based software didn't include all fees, so WEVD went back to software version which will save more in the long term.

**Water Department:** Nothing extraordinary to report.

**Rec. Fund:** Landscaping close to budget line but spent \$3000 on mulch.

**Friends of Campton Mountain:** Nothing extraordinary to report.

#### New Business:

**Annual Propane Contract:** Mr. C. Smith advised we had the \$1.50 propane rate again.

**Underage Drinking Incident:** A daughter of a new owner came in with an open alcoholic beverage and was underage.

**Searchable Village District Document Archive:** Mr. M. Smith indicated that we would be scanning village district documents so that they could be searchable.

**Protecting Our Capital Assets from Inflation:** Mr. Tole suggested using CD ladders or brokerage savings accounts to protect our savings from the ravages of inflation. Mr. Tole and Mr. Kunz will investigate options.

#### Old Business:

**District liability for gazebo/ pergola on Armsby:** It's a trellis and will be allowed to stay. The owner was advised, in writing, that we would accept no liability.

#### Guest Business:

**WEA Building Committee:** Mr. Hering advised as a courtesy to the village district, that the building committee has received an application from Mark Canfield for an attached garage. Setbacks are not met, but the building committee may grant a variance.

**Water System:** Mr. Bouchard proposed the village district consider floating a bond to upgrade the water system including wells today versus 10 years from now. He pointed out the low interest rates today and the low cost of money.

# WATERVILLE ESTATES VILLAGE DISTRICT

## June 27, 2019 MEETING MINUTES

### DRAFT

**Mold in Men's Bathroom:** The mold was soap residue and Rowell could not find a leak.

**CIF versus Village District Tax:** Mr. Bertino asked that the commissioners review IRS guidelines on the use of CIF versus Village District funds.

**Set next meeting:** July 25th, 2019, 3:00 PM

**Adjournment:** Mr. Tole motioned, Mr. Griffiths seconded, commissioners approved 4:39 PM

**TREASURER'S REPORT**  
**ACCOUNT BALANCES as of JULY 19, 2019**

**OPERATING ACCOUNTS**

Northway Operating Account	67,306.40
<u>MVSB Operating Account</u>	<u>303,081.77</u>
Total Operating Accounts	370,388.17

**WATER DEPARTMENT**

Northway Operating Account	59,068.81
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**REC. FUND**

Northway Operating Account	170,024.27
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**FRIENDS OF CAMPTON MT**

Friends of Campton Mt Account	35,195.89
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## TREASURER'S REPORT TAX COLLECTIONS

<b>CAMPTON</b>	<b>APPROPRIATION</b>	<b>BALANCE</b>
<b>2015 -</b>	<b>985,422</b>	33,412.72
<b>2016 –</b>	<b>985,552</b>	13,395.88
<b>2017 –</b>	<b>976,757</b>	3,547.92
<b>2018 –</b>	<b>1,069,955</b>	35,110.29
<b>2019 -</b>	We have received \$343,158.89	

### **THORNON**

<b>2016 –</b>	<b>290,944</b>	1,426
<b>2017 –</b>	<b>299,741</b>	0
<b>2018 -</b>	<b>324,690</b>	15,737.83

## TREASURER'S REPORT

### WATER DEPT ACCOUNTS 90 + PAST DUE

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Crowley, Robert & Patricia	0.00	200.00	1.02	0.99	114.00	316.01
Dicecca, Camillo	0.00	200.00	2.04	1.97	19.99	224.00
Flynn, Alexander & Michelle	0.00	200.00	0.00	0.00	2.04	202.04
Keegan	0.00	200.00	2.04	1.97	218.02	422.03
Kelleher, Dennis	0.00	200.00	2.04	1.97	219.99	424.00
McCaughey, James & Stephanie	0.00	200.00	0.00	0.00	2.37	202.37
Murphy, Carline Seide	0.00	200.00	2.04	1.97	219.99	424.00
Murphy, Stephen- House 1						
Murphy, Stephen- House 2	0.00	200.00	2.04	1.97	219.99	424.00
Murphy, Stephen- House 1 - Other	0.00	200.00	2.04	1.97	219.99	424.00
Total Murphy, Stephen- House 1	0.00	400.00	4.08	3.94	439.98	848.00
Strong, Derrick	0.00	200.00	2.04	1.97	219.99	424.00
	0.00	2,000.00	15.30	14.78	1,456.37	3,486.45

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

	ACTUAL	BUDGET	VSRISNCE
Income			
1100.0 · WE Village District Income			
1106 ·			
TAXES			
1105 · Campton Taxes			
1105.6 · Prior Campton Taxes	494,810.67		
1105.7 · Current YR Campton Taxes	343,158.89		
3190.1 · Campton Interest	4,608.18		
Total 1105 · Campton Taxes	842,577.74		
1106.6 · Thornton Taxes			
1106.5 · Prior Thornton Taxes	158,796.17		
3190.2 · Thornton Interest	2,147.69		
Total 1106.6 · Thornton Taxes	160,943.86		
Total 1106 · TAXES	1,003,521.60		
Total 1100.0 · WE Village District Income	1,003,521.60		
3502 · MISCELLANEOUSE REVENUES			
3502.1 · Northway Interest	41.33		
3502.2 · Meredith Bank Interest	241.78		
3503 · Miscellaneous income	40,857.81		
Total 3502 · MISCELLANEOUSE REVENUES	41,140.92		
Total			
Income	1,044,662.52		
Gross Profit	1,044,662.52		

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

	ACTUAL	BUDGET	VSRISNCE
3316 · Capital Pres/ Growth & New			
4312.33 · Cap- New Paving	0.00	58,000.00	(58,000.00)
4520.20 · Cap - Computer Replacement	2,579.00	9,459.00	(6,880.00)
4520.21 · Cap - Exercise Equipment	0.00	15,000.00	(15,000.00)
4520.22 · Cap - Exterior Ren. Fence	7,804.13	5,000.00	2,804.13
4520.23 · Cap - Men's Locker Room Shower	0.00	8,000.00	(8,000.00)
4520.24 · Cap - Ladies Locker Room Floor	0.00	16,000.00	(16,000.00)
4520.25 · Cap - Interior Renovations	2,056.14	10,000.00	(7,943.86)
4520.26 · Cap - Septic System Pumps	2,300.00	15,455.00	(13,155.00)
4520.27 · Cap - HVAC Repairs	2,803.38	10,000.00	(7,196.62)
4520.28 · Cap - Asphalt Shingles Rec Cent	19,003.00	20,000.00	(997.00)
4520.29 · Cap - Rec. Center Security Syst	740.99	10,000.00	(9,259.01)
4520.30 · Tennis/ Basketball Courts (Resurfacing replacement)	374.36	50,000.00	(49,625.64)
4520.31 · Cap-Exterior Finish - Painting	1,665.43	15,000.00	(13,334.57)
4520.32 · G & N - ADA	43.20	3,000.00	(2,956.80)
Total 3316 · Capital Pres/ Growth & New	39,369.63	244,914.00	(205,544.37)
4100 · GENERAL GOVERNMENT			
4130 · WEVD Administration			
4130.2 · WEVD Manager	47,403.98	85,000.00	(37,596.02)
4130.3 · Assistant Manager	38,855.81	66,000.00	(27,144.19)
Total 4130 · WEVD Administration	86,259.79	151,000.00	(64,740.21)
4130.1 · Total WEVD Administration			
4130.4 · Retirement Contribution	9,609.51	8,592.00	1,017.51
4130.5 · Health Reimbursement	3,990.98	7,356.00	(3,365.02)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

	ACTUAL	BUDGET	VS RSNCE
4155.1 · Social Security	4,941.50	9,457.00	(4,515.50)
4155.2 · Medicare	1,174.73	2,205.00	(1,030.27)
4155.3 · NH Unemployment	118.38	140.00	(21.62)
4196.1 · Other Deductible Reimbursements	2,898.31	17,322.00	(14,423.69)
4196.2 · Health Insurance	16,601.62	38,072.00	(21,470.38)
4196.3 · Workers Comp Ins	53,493.29	21,700.00	31,793.29
4196.4 · Dental Ins	806.40	1,382.00	(575.60)
4196.5 · Bonuses			
4196.6 · Payroll Taxes	0.00	811.00	(811.00)
4196.5 · Bonuses - Other	0.00	9,948.00	(9,948.00)
Total 4196.5 · Bonuses	0.00	10,759.00	(10,759.00)
4199.12 · Travel Reimbursement	50.85	140.00	(89.15)
Total 4130.1 · Total WEVD Administration	93,685.57	117,125.00	(23,439.43)
4150.1 · Accounting/Taxes/Audit	21,845.00	7,877.00	13,968.00
4153.1 · Legal / Consulting	6,981.22	13,297.00	(6,315.78)
4196.7 · Insurances	(1,045.52)	26,497.00	(27,542.52)
4197.1 · Advertisements	290.16	57.00	233.16
4199.10 · Licenses/Fees	1,050.25	594.00	456.25
4199.11 · Cellular Phones	540.00	1,080.00	(540.00)
4199.2 · Commissioners Stipend & Expense	1,173.40	3,711.00	(2,537.60)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

	ACTUAL	BUDGET	VSRISNCE
4199.3 · Telephones	547.25	1,582.00	(1,034.75)
4199.4 · Repeaters /Radios	0.00	1,636.00	(1,636.00)
4199.5 · Computer Services	520.00	6,000.00	(5,480.00)
4199.6 · Postage	357.48	741.00	(383.52)
4199.7 · Uniforms	434.97	545.00	(110.03)
4199.8 · Bank/Finance Charge	195.00	300.00	(105.00)
4199.9 · Payroll Expenses	773.95	91.00	682.95
4311.1 · Office Supplies	1,022.23	4,000.00	(2,977.77)
4311.2 · Taxes/Fees/Charges	631.25	1,412.00	(780.75)
Total 4100 · GENERAL GOVERNMENT	215,262.00	337,545.00	(122,283.00)
4520.33 · Rec Fund Contingency	0.00	61,000.00	(61,000.00)
4520.34 · Ski Area Operation Off Set	0.00	33,000.00	(33,000.00)
Total 3000.0 · WE Village District Expenses	254,631.63	676,459.00	(421,827.37)
4220 · PUBLIC SAFETY			
4220.1 · Alarm, Fire & Water	4,287.73	4,521.00	(233.27)
4220.2 · Safety Supplies	121.87	2,755.00	(2,633.13)
4220.3 · Fire & Security	6,171.79	7,911.00	(1,739.21)
Total 4220 · PUBLIC SAFETY	10,581.39	15,187.00	(4,605.61)
4312 · HIGHWAYS & STREETS			
4312.01 · Roads	22,178.33	66,189.00	(44,010.67)
4312.02 · Seasonal Plowing	7,489.66	7,638.00	(148.34)
4312.03 · Contractor Plowing	22,882.00	16,942.00	5,940.00

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

	ACTUAL	BUDGET	VSRISNCE
4312.04 · Payroll Taxes	2,511.94	5,917.00	(3,405.06)
4312.05 · Health Insurance	5,497.24	9,424.00	(3,926.76)
4312.06 · Dental Insurance	403.20	691.00	(287.80)
4312.07 · Retirement	2,507.06	4,617.00	(2,109.94)
4312.08 · Travel Expense	54.00	411.00	(357.00)
4312.10 · Calcium/Magnesium Chloride	0.00	3,272.00	(3,272.00)
4312.11 · Cold Patch	0.00	3,000.00	(3,000.00)
4312.12 · Roadside Mowing/Sweeping	2,325.00	6,000.00	(3,675.00)
4312.13 · Culvert Expense	0.00	2,261.00	(2,261.00)
4312.14 · Road Sand & Salt	11,841.25	18,540.00	(6,698.75)
4312.15 · Equipment Rental	1,081.29	3,956.00	(2,874.71)
4312.16 · Equipment Repair	5,910.82	1,412.00	4,498.82
4312.17 · Misc. Projects	3,744.50	3,390.00	354.50
4312.18 · Diesel Fuel	4,785.35	22,604.00	(17,818.65)
4312.19 · Plow Gear & Sanders	0.00	5,000.00	(5,000.00)
4312.20 · Oil & Filters	467.98	565.00	(97.02)
4312.21 · Maintenance & Tune-ups	40.00	5,454.00	(5,414.00)
4312.22 · Osh Kosh Repairs	1,545.70	2,261.00	(715.30)
4312.23 · Truck Repairs	16,494.87	6,543.00	9,951.87
4312.24 · Back Hoe Repair	514.68	7,634.00	(7,119.32)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

	ACTUAL	BUDGET	VSRISNCE
4312.25 · Body Maintenance	0.00	2,500.00	(2,500.00)
4312.26 · Tires	0.00	3,817.00	(3,817.00)
4312.27 · Shop supplies	2,253.56	4,521.00	(2,267.44)
4312.28 · Small Tools/Equipment	1,743.24	3,817.00	(2,073.76)
4312.29 · Large Equipment/Tools	44.97	1,527.00	(1,482.03)
4312.30 · Grader Repairs	0.00	3,390.00	(3,390.00)
4312.31 · Shop Electricity	0.00	3,390.00	(3,390.00)
4312.32 · Shop Heat	2,841.83	3,272.00	(430.17)
4312.9 · Misc. Material & Supplies	543.89	19,213.00	(18,669.11)
4319.1 · Consulting	468.75	25,000.00	(24,531.25)
4319.2 · Cell Phone	150.00	300.00	(150.00)
Total 4312 · HIGHWAYS & STREETS	120,321.11	274,468.00	(154,146.89)
4520 · CULTURE & RECREATION			
4520.01 · Building Wages	29,021.42	62,462.00	(33,440.58)
4520.02 · Payroll Taxes	2,402.19	4,961.00	(2,558.81)
4520.03 · Health Insurance	5,497.24	9,424.00	(3,926.76)
4520.04 · Dental Insurance	403.20	691.00	(287.80)
4520.05 · Retirement	2,452.93	5,029.00	(2,576.07)
4520.06 · Travel	27.50	225.00	(197.50)



# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

	ACTUAL	BUDGET	VSRISNCE
4520.10 · Building Equipment Repairs	5,887.10	15,420.00	(9,532.90)
4520.11 · Cell Phone	150.00	300.00	(150.00)
4520.12 · Ski Area Insurance	9,999.00	18,530.00	(8,531.00)
4520.13 · Snowcat Repairs & Maint	5,255.86	21,445.00	(16,189.14)
4520.14 · Building Infrastructure	7,254.31	30,537.00	(23,282.69)
4520.15 · Employee Training	815.32	332.00	483.32
4520.16 · Pool Repair & Maint	2,076.83	5,255.00	(3,178.17)
4520.17 · Outdoor Lighting	626.74	764.00	(137.26)
4520.18 · Building Electric	27,136.21	66,707.00	(39,570.79)
4520.19 · Building Heat	31,909.60	67,766.00	(35,856.40)
4520.7 · Ski Area Repairs and Maint.	15,613.23	43,100.00	(27,486.77)
4520.8 · Kitchen Equipment Repairs	1,822.32	5,140.00	(3,317.68)
4520.9 · Maintenance Supplies	158.42	3,084.00	(2,925.58)
Total 4520 · CULTURE & RECREATION	148,509.42	361,172.00	(212,662.58)
4914 · WATER DIST & TREATMENT			
4914W · Contribution to Water Dept.	162,000.00		
Total 4914 · WATER DIST & TREATMENT	162,000.00		
Total Expense	696,043.55	1,327,286.00	(631,242.45)
Net Ordinary Income	348,618.97	(1,327,286.00)	1,675,904.97

## WATER DEPARTMENT

	ACTUAL	BUDGET	VSRISNCE
Income			
3401 · Finance Charges	123.79		
3401.1 · Contribution from General Fund	162,000.00	295,558.00	-133,558.00
3503.1 · Interest Income	0.57		
3914W · Water Fee	102,604.90	103,200.00	-595.10
Total Income	264,729.26	398,758.00	-134,028.74
Gross Profit	264,729.26	398,758.00	-134,028.74
Expense			
2011 · Growth & New			
4909.1 · G&N - Water Line Upgrade	5,290.00	90,000.00	-84,710.00
4909.2 · G & N - New Wells	1,100.00	90,000.00	-88,900.00
Total 2011 · Growth & New	6,390.00	180,000.00	-173,610.00
4300 · Water Dist. & Treatment			
4332.1 · System Repairs,Materials,Supply	59,113.43	44,501.00	14,612.43
4332.10 · Water System Propane	164.00		
4332.11 · Generator Maintenance	4,814.08	5,454.00	-639.92
4332.12 · Licenses/fees/education	461.75	1,582.00	-1,120.25
4332.13 · Finance Charges	531.05		
4332.2 · Water Testing - DES	492.00	2,572.00	-2,080.00
4332.3 · Leak Repairs	16,150.00	17,449.00	-1,299.00
4332.4 · Engineering	98.00	8,180.00	-8,082.00
4332.5 · Equipment Rental	0.00	1,130.00	-1,130.00
4332.6 · Telemetry	3,948.49	8,725.00	-4,776.51

## WATER DEPARTMENT

	ACTUAL	BUDGET	VSRISNCE
4332.7 · Misc. Projects	0.00	8,725.00	-8,725.00
4332.8 · Subscriptions/Dues	25.00	1,412.00	-1,387.00
4332.9 · Water System Electricity	50,405.95	72,001.00	-21,595.05
4335.1 · Water Treatment Chemicals	2,212.65	9,041.00	-6,828.35
Total 4300 · Water Dist.. & Treatment	138,416.40	180,772.00	-42,355.60
4700 · Debt Service			
4711 · Water Upgrade Principle	37,081.49	37,081.00	0.49
4721 · Water Upgrade Interest	904.50	905.00	-0.50
Total 4700 · Debt Service	37,985.99	37,986.00	-0.01
Total Expense	182,792.39	398,758.00	-215,965.61
Net Income	81,936.87	0.00	81,936.87

## REC. FUND

	ACTUAL	BUDGET	VSRISNCE
Income			
9000.1 · Facility Rental	295,785.52	376,860.00	-81,074.48
9000.2 · Facility Services	23,649.21	3,560.00	20,089.21
9000.3 · Tax Supplement Income	0.00	61,000.00	-61,000.00
9000.4 · Ski Area Offset	0.00	33,000.00	-33,000.00
9000.5 · Bank Interest	2.31	10.00	-7.69
9001 · Recreation Income			
9001.01 · CC Processing Fee Income	52.79	300.00	-247.21
9001.3 · Vending - Games	679.75	600.00	79.75
9001.4 · Vending - Soda	306.50	800.00	-493.50
9001.5 · Vending - Snacks	146.50	250.00	-103.50
9001.6 · GM Income	2,816.29	5,000.00	-2,183.71
9001.7 · Tanning	250.81	200.00	50.81
9001.8 · Misc. Income	3,422.43	30.00	3,392.43
9001.9 · Movie Rental	21.00	30.00	-9.00
Total 9001 · Recreation Income	7,696.07	7,210.00	486.07
9002 · Food & Beverage Income			
9002.1 · Soda & Non Alocholic Bev Income	2,363.55	5,000.00	-2,636.45
9002.2 · Food Income	15,402.41	38,570.00	-23,167.59
9002.3 · Liquor Income	25,869.31	52,620.00	-26,750.69
9002.4 · Beer Income	17,046.45	45,300.00	-28,253.55
9002.5 · Wine Income	2,516.83	6,331.00	-3,814.17

## REC. FUND

	ACTUAL	BUDGET	VSRISNCE
Total 9002 · Food & Beverage Income	63,778.51	147,821.00	-84,042.49
9003 · Campton Mt. Income			
9003.1 · Campton Mt. Fund Raiser	6,630.00	8,000.00	-1,370.00
9003.2 · Ski Tickets	41,895.00	30,561.00	11,334.00
9003.3 · Ski Lessons	980.00		
9003.4 · Food	40,293.05	43,236.00	-2,942.95
9003.5 · Non Alcohol Beverages	4,761.91	5,067.00	-305.09
9003.6 · Liquor	27,878.88	26,578.00	1,300.88
9003.7 · Beer	26,599.20	32,441.00	-5,841.80
9003.8 · Wine	6,781.07	7,235.00	-453.93
9003.9 · Campton Mt. Bank Interest	1.43	1.00	0.43
Total 9003 · Campton Mt. Income	155,820.54	153,119.00	2,701.54
9004 · Events & Functions Income			
9004.1 · Events Income	131.22	2,000.00	-1,868.78
9004.2 · Catering & Function Income			
9004.01 · Room Rental	600.00	2,000.00	-1,400.00
9004.02 · General Income	432.00	28,870.00	-28,438.00
9004.04 · Food	1,600.00	29,975.00	-28,375.00
9004.05 · Beer	923.65	5,000.00	-4,076.35
9004.06 · Liquor	1,399.92	36,000.00	-34,600.08

## REC. FUND

	ACTUAL	BUDGET	VS RSNCE
9004.07 · Wine	407.16	1,900.00	-1,492.84
9004.08 · Non- Alcohol Beverages	114.83	200.00	-85.17
Total 9004.2 · Catering & Function Income	5,477.56	103,945.00	-98,467.44
Total 9004 · Events & Functions Income	5,608.78	105,945.00	-100,336.22
Total Income	552,340.94	888,525.00	-336,184.06
Cost of Goods Sold			
9005 · Cost of Goods Sold			
9005.02 · Events Food	198.09		
9005.03 · Campton Mt. Fund Raiser Food	9.11	1,600.00	-1,590.89
9005.04 · General Merchandise	1,073.48	2,000.00	-926.52
9005.06 · Vending - Soda	654.80	1,500.00	-845.20
9005.07 · Food	26,350.37	35,000.00	-8,649.63
9005.08 · Non -Alcohol Beverages	5,819.55	7,200.00	-1,380.45
9005.09 · Beer	19,207.90	25,750.00	-6,542.10
9005.10 · Liquor	20,186.40	24,000.00	-3,813.60
9005.11 · Wine	5,894.50	6,800.00	-905.50
9005.12 · Bar Supplies	1,394.20	5,000.00	-3,605.80
9005.13 · Catering & Functions			
9005.14 · Food	30.03	9,070.00	-9,039.97
9005.15 · Bar Supplies	0.00	150.00	-150.00
9005.16 · Other Supplies	0.00	100.00	-100.00
Total 9005.13 · Catering & Functions	30.03	9,320.00	-9,289.97
Total 9005 · Cost of Goods Sold	80,818.43	118,170.00	-37,351.57
Total COGS	80,818.43	118,170.00	-37,351.57

## REC. FUND

	ACTUAL	BUDGET	VSRISNCE
Gross Profit	471,522.51	770,355.00	-298,832.49
Expense			
9101 · Business Expenses			
9101.01 · Rec. Admin Wages			
9101.02 · Admin Wages	16,568.41	31,720.00	-15,151.59
9101.03 · Workman Comp	75.43	2,200.00	-2,124.57
9101.04 · Payroll Taxes	1,364.98	629.00	735.98
9101.05 · Travel	181.31	550.00	-368.69
9101.21 · Phone	300.00	600.00	-300.00
Total 9101.01 · Rec. Admin Wages	18,490.13	35,699.00	-17,208.87
9101.07 · Copier Lease	1,362.00	1,700.00	-338.00
9101.08 · Dues & Subscriptions	930.72	3,500.00	-2,569.28
9101.09 · Office Supplies	1,993.90	4,500.00	-2,506.10
9101.10 · Finance Charges	5,887.79	15,800.00	-9,912.21
9101.11 · Licenses & Fees	4,128.45	7,080.00	-2,951.55
9101.12 · Misc. Expenses	416.86	1,200.00	-783.14
9101.13 · Telephone	2,959.90	6,000.00	-3,040.10
9101.14 · Internet Access	1,612.47	3,500.00	-1,887.53
9101.15 · Advertising	652.40	200.00	452.40
9101.16 · Postage	449.46	1,000.00	-550.54
9101.17 · Computer Support	7,904.99	7,000.00	904.99

## REC. FUND

	ACTUAL	BUDGET	VSRI SNCE
9101.18 · Computer Supplies	184.97	1,000.00	-815.03
9101.19 · Cable	1,263.60	2,500.00	-1,236.40
9101.20 · Payroll Fee	1,178.06	500.00	678.06
Total 9101 · Business Expenses	49,415.70	91,179.00	-41,763.30
9200 · Infrastructure Expenses			
9200.0 · Infrastructure Wages			
9200.01 · Cleaning Wages	41,991.08	89,948.00	-47,956.92
9200.02 · Grounds Wages	2,835.25	16,365.04	-13,529.79
9200.03 · Payroll Taxes	3,578.43	8,263.00	-4,684.57
9200.04 · Health Insurance	5,497.24	9,424.00	-3,926.76
9200.05 · Dental Insurance	403.20	691.00	-287.80
9200.06 · Retirement	2,232.32	4,281.00	-2,048.68
9200.07 · Travel	343.26	200.00	143.26
9200.08 · Cell Phone	150.00	300.00	-150.00
9200.09 · Employee Education	305.00	305.00	0.00
9200.10 · Criminal Record	25.00	50.00	-25.00
9200.0 · Infrastructure Wages - Other	1,632.08		
Total 9200.0 · Infrastructure Wages	58,992.86	129,827.04	-70,834.18
9200.11 · Equipment Rental	0.00	200.00	-200.00
9200.12 · Cleaning Supplies	2,394.31	6,000.00	-3,605.69
9200.13 · Pool Chemicals & Supplies	8,155.08	22,500.00	-14,344.92
9200.14 · Other Supplies	720.45	2,000.00	-1,279.55



## REC. FUND

	ACTUAL	BUDGET	VS RSNCE
9200.16 · Pool & Spa Inspection	604.00	250.00	354.00
9200.18 · Carpet Cleaning	250.00	1,500.00	-1,250.00
9200.19 · Pest Control	63.30	2,500.00	-2,436.70
9200.20 · Landscaping	4,400.86	5,000.00	-599.14
9200.21 · Trash Removal	4,576.42	8,000.00	-3,423.58
9200.22 · Outdoor Repairs & Maintenance	896.57	700.00	196.57
9200.23 · Paddle Boat Repairs	67.50	600.00	-532.50
Total 9200 · Infrastructure Expenses	81,121.35	179,077.04	-97,955.69
9300 · Campton Mt. Expenses			
9300.01 · Ski Area Wages			
9300.02 · Ski Bartender Wages	9,379.23	10,220.00	-840.77
9300.03 · Cook Wages	17,787.32	24,266.04	-6,478.72
9300.04 · Lifties & Patrol Wages	24,736.03	24,785.00	-48.97
9300.05 · Trail Grooming Wages	1,718.14	4,690.00	-2,971.86
9300.06 · Ski Instructor Commission	644.98		
9300.07 · Payroll Taxes	6,014.16	5,588.00	426.16
9300.08 · Criminal Record	250.00	200.00	50.00
9300.1 · Ski Cleaning Wages	1,516.41	3,706.00	-2,189.59
Total 9300.01 · Ski Area Wages	62,046.27	73,455.04	-11,408.77
9300.10 · Building Heat	3,691.50	6,000.00	-2,308.50
9300.12 · Cable & Internet	1,931.01	4,300.00	-2,368.99
9300.13 · Bar Supplies	5,307.05	800.00	4,507.05

## REC. FUND

	ACTUAL	BUDGET	VSRISNCE
9300.14 · Kitchen Supplies	1,783.45	5,000.00	-3,216.55
9300.15 · Cleaning Supplies	1,500.29	2,000.00	-499.71
9300.16 · Fund Raising Expenses	0.00	7,200.00	-7,200.00
9300.17 · Misc. Expenses	1,063.95	6,500.00	-5,436.05
9300.18 · Mowing	0.00	2,400.00	-2,400.00
9300.19 · Inspections	0.00	2,850.00	-2,850.00
9300.20 · Tickets	1,389.96	2,000.00	-610.04
9300.21 · Trash Removal	1,977.59	5,000.00	-3,022.41
9300.23 · Web Hosting	486.00	400.00	86.00
9300.25 · Electric	9,304.15	16,000.00	-6,695.85
9300.26 · Snowmobile Maintenance	153.92	500.00	-346.08
Total 9300 · Campton Mt. Expenses	90,635.14	134,405.04	-43,769.90
9400 · Skating Pond			
9401 · Jeep Expenses	140.85		
Total 9400 · Skating Pond	140.85		
9500 · Lounge Expenses			
9500.01 · Lounge Wages			
9500.0. · Summer Recreation Person	231.00	5,250.00	-5,019.00
9500.02 · F & B & F Admin Wages	11,094.01	18,463.00	-7,368.99
9500.05 · F & B General Support	1,637.75	2,000.00	-362.25
9500.06 · Bartenders	4,211.21	11,280.00	-7,068.79

## REC. FUND

	ACTUAL	BUDGET	VSRISNCE
9500.07 · Kitchen Wages	14,103.74	45,140.00	-31,036.26
9500.08 · Pool Side Servers	468.28	2,040.00	-1,571.72
9500.09 · Event Staff	368.01	1,310.01	-942.00
9500.10 · Health Insurance	9,423.84	18,848.00	-9,424.16
9500.11 · Dental Insurance	691.20	1,382.00	-690.80
9500.12 · Retirement	4,161.14	4,483.00	-321.86
9500.13 · Payroll Taxes	3,608.41	7,954.00	-4,345.59
9500.14 · Cell Phone	300.00	600.00	-300.00
9500.15 · Employee Education	303.07	750.00	-446.93
9500.16 · Criminal Record	75.00	300.00	-225.00
9500.17 · Travel	224.40	1,500.00	-1,275.60
Total 9500.01 · Lounge Wages	50,901.06	121,300.01	-70,398.95
9500.19 · Comped & House Charges	709.78	400.00	309.78
9500.20 · Waste Product	13.85	1,500.00	-1,486.15
9500.21 · Bar Supplies	1,906.08	2,000.00	-93.92
9500.22 · Kitchen Supplies	1,852.89	6,000.00	-4,147.11
9500.24 · Casual Labor	0.00	300.00	-300.00
9500.25 · Meals Tax	13,169.00	27,275.00	-14,106.00
9500.26 · Entertainment	17,200.00	22,000.00	-4,800.00
9500.27 · Event Expenses	4,532.47	10,000.00	-5,467.53

## REC. FUND

	ACTUAL	BUDGET	VS RSNCE
9500.28 · Lounge Supplies	1,179.93	5,000.00	-3,820.07
9500.29 · Laundry & Uniforms	4,009.17	9,000.00	-4,990.83
9500.30 · Rec. Supplies	297.87	1,000.00	-702.13
9501 · Catering & Function			
9501.01 · Catering & Function Staff	297.75	14,298.00	-14,000.25
9501.02 · Payroll Taxes	23.07	2,341.00	-2,317.93
9501.03 · Catering & Function Expenses	323.60	8,000.00	-7,676.40
9501.04 · Wedding Commission	0.00	3,000.00	-3,000.00
9501.05 · Function Rental Expenses	0.00	3,477.00	-3,477.00
9501.06 · Advertisement	6,081.22	12,000.00	-5,918.78
9501.07 · Web Hosting	0.00	2,000.00	-2,000.00
9501.08 · Catering/Function Vendor	0.00	20,000.00	-20,000.00
9501.09 · Wedding Coordinator Allowance	472.99	1,800.00	-1,327.01
Total 9501 · Catering & Function	7,198.63	66,916.00	-59,717.37
Total 9500 · Lounge Expenses	102,970.73	272,691.01	-169,720.28
9600 · Front Desk Expenses			
9600.01 · Front Desk Wages			
9600.02 · Front Desk	39,832.63	85,232.00	-45,399.37
9600.03 · Payroll Taxes	3,235.30	6,732.00	-3,496.70
9600.04 · Travel	0.00	50.00	-50.00
9600.05 · Criminal Record	25.00	50.00	-25.00
9600.06 · Cell Phone	150.00	300.00	-150.00
Total 9600.01 · Front Desk Wages	43,242.93	92,364.00	-49,121.07

## REC. FUND

	ACTUAL	BUDGET	VSRISNCE
9600.07 · Purchased Movies	0.00	25.00	-25.00
9600.08 · Front Desk Expense	727.80	1,500.00	-772.20
Total 9600 · Front Desk Expenses	43,970.73	93,889.00	-49,918.27
Total Expense	368,254.50	771,241.09	-402,986.59
Net Income	103,268.01	-886.09	104,154.10

## WATERVILLE ESTATES VILLAGE DISTRICT

### August 2, 2019 MEETING MINUTES

Attendees: Andy Griffiths, Art Marks, Matt Smith, Sean Tole, Corey Smith.

Guests: Ned McElroy, Becky McElroy, Ross Bouchard, Anthony Patti, Maureen Patti, Harry Bertino, Bobbi Ketchum, Bob Haskins, E. Charles Maier. John Herlihy. Richards Martins, Frank Marshall, Lorraine Devine, Loren N Bennett, Robert Moore, Yvonne Moore, Catalina Celenttain (sp?), Thomas P, Clark (sp?)

Called to order: Mr. Marks at 11:04 AM

#### **Ski Area Financials:**

Mr. C Smith and Mr. M. Smith provided spreadsheets to evaluate the expense contributions of the village district, recreation fund, and the estates. From a rough number perspective, the subsidy is between \$265 and \$400 per household which is \$66 and \$100 per “season pass” given that each household has four rec center passes.

Mr. Marks advised that \$50k was coming from CIF for paving.

The general consensus of the group is that the financial analysis is not to be used as a tool to shut down amenities, but rather to assure that the value of amenities is appropriate and if not to find a way to make them so.

Sub-committee Mr. Tole, Mr. M. Smith, Mr. C. Smith, will be members and Mr. Bouchard will be a member at large. In a month the sub-committee will present the findings to the group.

**Set next meeting:** August 29th 2019, 11:00 PM

**Adjournment:** Mr. Marks motioned, Mr. Griffith seconded, commissioners approved 1:01 PM

# WATERVILLE ESTATES VILLAGE DISTRICT

## August 28, 2019 MEETING MINUTES

Attendees: Andy Griffiths, Art Marks, Judy Kinney, Matt Smith, Sean Tole, Ted Kunz, Corey Smith.

Guests: Harry Bertino, Al Zulli, David Ketcham, Michael Hering, Stan Bujalski, David Spinney, L. Griffiths.

Called to order: Mr. Marks at 3:03 PM

Review and approval of Meeting Minutes: July 25<sup>th</sup>, 2019 minutes, motion to approve by Mr. Griffiths, seconded by Mr. Tole, passed.

### Treasurer Report:

<b>Operating Accounts Balance:</b>	Northway	\$158,479.21
	<u>MVSB</u>	<u>\$437,017.79</u>
	Total	\$595,497.00

**Water Department Balance:** Northway \$50,689.03

**Rec. Fund Account Balance:** Northway \$214,698.65

**Friends of Campton Mt. Balance:** Northway \$44,641.18-not all bills entered yet

**Tax Collection as of today's date (Town, year, appropriation, balance):** Campton, 2015, \$985,422, \$33,412.72. Campton, 2016, \$985,552, \$11,089.36. Campton, 2017, \$976,757, \$1,098.48. Campton, 2018, \$1,069,955, \$34,987.03. Campton, 2019, we have received \$485,436.29. Thornton, 2016, \$290,944, \$1,426. Thornton, 2017, \$299,741, \$0. Thornton, 2018, \$324,690, \$15,737.83.

**Water Fee Delinquencies:** \$17,189.30 is the current open balance. Per NH law, can be collected with taxes. Mr. Marks said we needed to think about it before we get the town involved. Revoking rec center passes for delinquent owners was also discussed as an option. **The commissioners will discuss with legal counsel.**

### Manager's Report:

**ADA Bathroom Repair:** Mr. C. Smith got a quote for \$9,785 to perform the sewage pipe repair. It involves an epoxy lining. Pipe replacement would require a tremendous amount of concrete removal inside the building which would be cost prohibitive. **Motion to approve by Mr. Griffiths, seconded by Mr. Tole, passed.**

**Water system updates:** Exploration of new well site and 400' protection radius continues. Current new well site options are off Snowood and near the rec center. We need to find out if the existing wells can continue to be used and at what flow rate. **Mr. Bertino needs more information to investigate grants. Mr. C. Smith will provide.**

**Financial Analysis Meeting:** The meeting was productive. Depreciation items still need to be added. **Mr. C. Smith and Mr. M. Smith will get together and finalize the draft.**

**Evaluation Shifts:** This has to do with the “every five-year assessment review” for taxes. Mr. C, Smith recommends tabling this discussion until Campton and Thornton numbers are finalized.

**Heat Recovery Ventilators:** An HRV has been installed and is operating for the Ladies Locker Room.

## **Financials:**

**District Operations:** Mr. C. Smith suggested we need to manage warrant budget items from 2019 that are allowed to be spent as late as 2020 or 2021. If the funds are spent in 2019, fine. If not, they have to be separated or identified somehow.

**Water Department:** Mr. C. Smith reported that we installed pressure transducer logger at Hodgeman Hill. A few Saturday's the pressure dropped below an acceptable level. The pressure sensor will be moved to get a better gauge of whether the issue is usage on the village district main line or if the 1" line to the 37 condo units is undersized or both.

**Rec. Fund:** Mr. C. Smith reported that stronger numbers at the Ski Area have offset the loss in revenue from not booking weddings.

**Friends of Campton Mountain:** Nothing to report.

## **New Business:**

**Mountain Biking and Entering Property at Your Own Risk:** Mr. M. Smith reported that New Hampshire laws limit landowner liability for outdoor recreation on landowner property. Our insurance pool risk adjuster felt these protections were ironclad. The only requirement is that we inspect any constructed features and maintain them keeping records of the maintenance and quarterly inspections.

**The Town of Campton's Road Manager:** Mr. Griffiths stated that we need to contact our selectman as they are inhibiting the road manager's execution of his work. The position was formerly a voted position and is now an appointed position allowing the selectmen to monitor and control what projects he does. As an example, Goose Hollow was scheduled to be paved, but now Butch is not being allowed to complete that project. Mr. Marks pointed out that given typical voter turnout, the 120 odd registered votes in the WEVD could have a large impact on who the next selectman are. **Mr. Marks asked that a constant contact message be sent out notifying WEVD residents when the next selectman's meeting is.**

**Post Office Mailbox Changes:** Mr. Tole was advised that when he recently moved, the post office advised him that the box belongs to an address, not an individual. In fact, they want a box per residence and a parcel delivery management system. **Mr. Tole is trying to get the post office to go back to the old method where full time residents had box priority.**

## **Old Business:**

**Replacement Cost of Groomer:** Mr. C. Smith still needs to investigate.



**Reserve Advisors: Mr. Marks will ask the WEA board to pay for half.** This will be discussed at the WEA Board meeting on September 14<sup>th</sup>, 2019.

**Guest Business:**

**Weeping Birches:** Mr. Spinney asked if any communication had been sent to the Town of Thornton regarding the road. Mr. Bujalski said that he believed, per John March, a deed modification was going to be required to finalize the issue.

**Auditor Recommendations:** Mr. Zulli asked if we had adopted the changes recommended by the auditor based on their review of our 2017 financials. Mr. C. Smith said that he would be happy to review the items with Mr. Zulli.

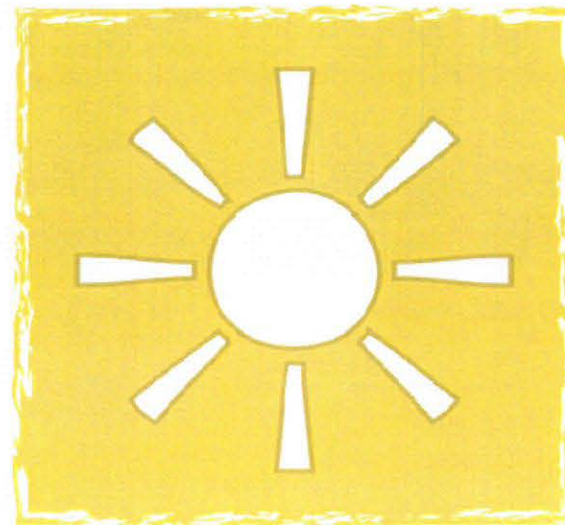
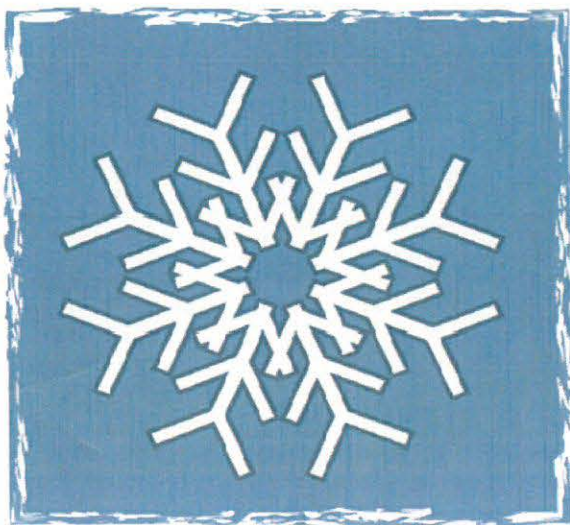
**Tennis Courts:** Mr. Ketchum asked about whether the tennis courts were going to be repaired. Mr. C. Smith advised that it has been discussed in the long-term planning committee meetings and that we had three years to execute this work.

**Outdoor Hot Tub Pool Tiles:** Mr. Ketchum asked when loose tiles would be repaired. Mr. C. Smith indicated that it was planned for after the peak rec center season.

**Set next meeting:** Friday, September 27th, 2019, 3:00 PM

**Executive Session:** No Executive Session was requested.

**Adjournment:** Mr. Tole motioned, Mr. Griffiths seconded, commissioners approved 4:42 PM



**WATERVILLE ESTATES**

# WATERVILLE ESTATES VILLAGE DISTRICT

## AUGUST 29, 2019

### AGENDA

1

- I. Meeting called to order at 3 pm
- II. Review, corrections and acceptance of July 25<sup>th</sup> meeting minutes
- III. Treasurer's Report's
  - a. Account Balances
  - b. Tax Collections
  - c. 2019 Water Fee Collections
- IV. Manager's Report
  - a. ADA Bathroom quote
  - b. Water system
  - c. Financial Analysis meeting
  - d. Evaluations Shifts
- V. Financials
  - a. District Operating Account
  - b. Rec. Fund Account
- VI. New Business
  - a. Mt biking & entering the property at your own risk
- VII. Old Business
  - a. LTP: Mark Canfield – vision statement for CIF
  - b. Replacement coast of groomer
  - c. WEVD asked WEA to contribute to Reserve Advisors
- VIII. Set next meeting
- IX. Adjournment

# WATERVILLE ESTATES VILLAGE DISTRICT

## AUGUST 29, 2019

### AGENDA

2

#### **Waterville Estates Village District Board Meeting Policy**

The commissioners will continue to post an agenda at least 48 hours prior to holding meetings.

You may request to be placed on the agenda:

Request must be submitted to Judy Kinney or Corey Smith at least 10 days prior to a scheduled meeting.

The request must contain the subject matter of the request.

Any discussion pertaining to the WEA not pertaining to the Village District will not be discussed.

The final decision to allow such requests resides with the commission.

Any attendee will be granted up to three (3) minutes to make a statement at the end of the meeting.

Video recording equipment shall only be placed at designated locations determined by the commission.

The commissioners reserve the right to allow exceptions to this policy

Art Marks

Chairman WEVD

# WATERVILLE ESTATES VILLAGE DISTRICT

## July 25, 2019 MEETING MINUTES

### DRAFT

Attendees: Andy Griffiths, Art Marks, Judy Kinney, Matt Smith, Sean Tole, Ted Kunz, Corey Smith.

Guests: Ned McElroy, Harry Bertino, Ross Bouchard, Dave Ketchum, Amanda Kierce, Terri Tole.

Called to order: Mr. Marks at 3:03 PM

Review and approval of Meeting Minutes: June 27<sup>th</sup>, 2019 minutes, motion to approve by Mr. Griffiths, seconded by Mr. Tole, passed.

#### Treasurer Report:

<b>Operating Accounts Balance:</b>	Northway	\$67,306.40
	<u>MVSB</u>	<u>\$303,081.77</u>
	Total	\$370,388.17

<b>Water Department Balance:</b>	Northway	\$59,068.81
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<b>Rec. Fund Account Balance:</b>	Northway	\$170,024.27
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<b>Friends of Campton Mt. Balance:</b>	Northway	\$35,195.89
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**Tax Collection as of today's date (Town, year, appropriation, balance):** Campton, 2015, \$985,422, \$33,412.72. Campton, 2016, \$985,552, \$13,395.88. Campton, 2017, \$976,757, \$3,547.92. Campton, 2018, \$1,069,955, \$35,110.29. Campton, 2019, we have received \$343,158.89. Thornton, 2016, \$290,944, \$1,426, Thornton, 2017, \$299,741, \$0. Thornton, 2018, \$324,690, \$15,737.83.



# WATERVILLE ESTATES VILLAGE DISTRICT

## July 25, 2019 MEETING MINUTES

### DRAFT

**Water Fee Delinquencies:** There are some people delinquent on water fees. Collection strategies were discussed. Mr. Kunz reminded the commissioners that last year they had come up with a procedure. Ms. Kinney indicated those procedures were followed. Mr. Bouchard recommended a registered letter be sent.

#### **Manager's Report:**

**Water system updates:** Mr. C. Smith getting quote on updating water line over Hodgeman Hill. This is waiting on further information from the ongoing well studies. GSM to repair paving where water leaks were fixed over winter. The cost is \$9000 and work is happening now.

**ADA Bathroom Repair:** Broken septic pipe discovered. Mr. C. Smith guesses it's a junction from an old septic pup system converted in 1998. It will require digging a big hole and disrupt summer activities at the Rec Center. The question is whether to leave the ADA bathroom down until September to avoid the disruption which is Mr. C. Smith's recommendation. **Mr. C. Smith will get a quote to repair and an estimate of when the contractor can do the work.**

**Reserve Advisors:** Mr. Marks indicated that the WEA board does not feel this is necessary enough to participate in the funding. Mr. Griffiths and Mr. Tole believes it is a good investment. Mr. Tole made a motion to hire reserve advisors, Mr. Griffiths seconded, passed at a \$10,000 cap. Mr. Marks will ask the WEA board to pay for half.

**Long Term Planning Update:** Mark Canfield to produce a vision statement for WEA capital improvements. We have not received anything yet.

**Association District Interplay (Lease, Management Agreement):** WEVD road water and recreation. WEA recreation. WEVD is landlord. WEA and WEVD work together to come up with rec budget. Lease agreement is to use the building and pays rent. Management agreement is for how rec money is managed.

**Ski Area Septic:** Tom Duffy has selected a site for a test pit.

**Outdoor Fence:** An additional \$2,280 is required to complete refinishing of the fence. Mr. Marks pointed out a missing piece of latus. Mr. Griffiths motioned to approve, Mr. Tole seconded, passed

# WATERVILLE ESTATES VILLAGE DISTRICT

## July 25, 2019 MEETING MINUTES

### DRAFT

#### Financials:

**District Operations:** There is likely to be a surplus at the end of the year based on what we know today.

**Water Department:** Water tests came back good. Tank inspections happening soon.

**Rec. Fund:** Nothing to report.

**Friends of Campton Mountain:** Nothing to report.

#### New Business:

**Mistreatment of Equipment:** Mr. Griffiths expressed concern that the ping pong table was damaged from misuse and asked if there was a way to get control of liability. It was suggested to get a license from guests before allowing use as a security measure.

**Recent Outside Youth Activity at Pond:** Mr. M. Smith expressed concern about general public use of WEVD lands. Mr. C. Smith and Mr. Ketchum had spoken with our attorney and confirmed that we are not required to provide general public access. The incident in question involved a youth group affiliated with an owner, which the WEA Board had previously authorized.

#### Old Business:

**Searchable Village District Document Archive:** Mr. Smith still planning on completing.

**Protecting Our Capital Assets from Inflation:** Mr. Tole reported while CD's are private instruments, we can buy CD's in the open market. Citizens who want to get out of a CD sell them on the secondary market and WEVD could buy them. Mr. Griffiths suggested the WEVD treasurer could manage this process.

**Bonding for Water System:** Mr. Marks contacted Jim Vernon of Nobis Engineering regarding getting a bond. They indicate to get a bond precludes or makes more difficult the ability of doing the project in a phased fashion. Mr. C. Smith provided a brief history of the steps that have been taken to fix the water system infrastructure and locate and develop new wells.

**Resident Expertise Portal:** There is no portal, for data entry, a request was sent and people replied. There was discussion about making the process more automatic.

# WATERVILLE ESTATES VILLAGE DISTRICT

## July 25, 2019 MEETING MINUTES

### DRAFT

#### **Guest Business:**

**USDA Funding for Small Municipalities:** Mr. Bertino obtained information he will pass on to the commissioners.

**Non-Employees Behind Rec Center Bars:** Mr. Bertino asked if this issue has been addressed and Mr. C. Smith indicated that it had.

**Rec Center Renovations:** Ms. Tole asked if there were any improvement plans for the Summit Lounge. She wondered if improvements could generate profit. There has been discussion about a la carte weddings at the ski lounge.

**Groomer:** Mr. Ketchum asked if anything could be done about the broken down Skandic snowmobile we use as a trail groomer. There was discussion about asking for CIF funds to replace. **Mr. C. Smith said he would look into replacement costs.**

**Set next meeting:** August 29th, 2019, 3:00 PM

**Executive Session:** Mr. Marks moved to Executive Session at 4:55 PM to allow discussions about employee matters.

**Adjournment:** Mr. Tole motioned, Mr. Marks seconded, commissioners approved 5:27 PM



## TREASURER'S REPORT as of AUGUST 20,2019

### **District OP Accounts**

Northway Operating Account	158,479.21
<u>MVSB Operating Account</u>	<u>437,017.79</u>
Total Operating Accounts	595,479.21

### **Water Department Account**

Northway Operating Account	50,689.03
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### **Rec. Fund Accounts**

Northway Operating Account	214,698.65
Friends of Campton Mt	44,641.18 - Not all bills have been entered yet

## TREASURER'S REPORT TAX COLLECTIONS

<b>CAMPTON</b>	<b>APPROPRIATION</b>	<b>BALANCE</b>
<b>2015 -</b>	<b>985,422</b>	33,412.72
<b>2016 –</b>	<b>985,552</b>	11,089.36
<b>2017 –</b>	<b>976,757</b>	1,098.48
<b>2018 –</b>	<b>1,069,955</b>	34,987.03
<b>2019 -</b>	We have received \$485,436.29	

### **THORNON**

<b>2016 –</b>	<b>290,944</b>	1,426
<b>2017 –</b>	<b>299,741</b>	0
<b>2018 -</b>	<b>324,690</b>	15,737.83

# TREASURER'S REPORT

## WATER DEPARTMENT COLLECTIONS as of AUGUST 21, 2019

Owner	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Abbakm Realty Trust	0.00	4.01	200.00	0.00	0.00	204.01
Bagge, Patrick & Susan	0.00	4.01	200.00	0.00	0.00	204.01
Bonugli,Natale & Ann Marie	0.00	4.01	200.00	0.00	0.00	204.01
Borges, Daniel & Paula	0.00	4.01	200.00	0.00	0.00	204.01
Breton, Randy & Denise	0.00	4.01	200.00	0.00	0.00	204.01
Brown, Scott & Sheila	0.00	4.01	200.00	0.00	0.00	204.01
Carolyn C. Erickson Trust	0.00	4.01	200.00	0.00	0.00	204.01
Clark, Thomas & Witt, Ellen	0.00	4.01	200.00	0.00	0.00	204.01
Connolly, Mary	0.00	4.01	200.00	0.00	0.00	204.01
Connors, Robert	0.00	4.01	200.00	0.00	0.00	204.01
Crowley, Robert & Patricia	0.00	6.02	200.00	1.02	114.99	322.03
Currie, Treeve & Cristina	0.00	4.01	200.00	0.00	0.00	204.01
Davies, Peter & Joni	0.00	4.01	200.00	0.00	0.00	204.01
Davies, William & Sims, Shelly	0.00	4.01	200.00	0.00	0.00	204.01
Diaz, Ana	0.00	4.01	200.00	0.00	0.00	204.01
Dicecca, Camillo	0.00	4.01	200.00	2.04	21.96	228.01
Diefenbach, Robert	0.00	4.01	0.00	0.00	0.00	4.01
DiFranco, Judy Ann	0.00	4.01	200.00	0.00	0.00	204.01

# TREASURER'S REPORT

## WATER DEPARTMENT COLLECTIONS as of AUGUST 21, 2019

Owner	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Dolan/Spencer/Legare	0.00	4.01	0.00	0.00	0.00	4.01
Dubuque, Tracey	0.00	4.01	200.00	0.00	0.00	204.01
Durnan, Peter& Fischer, Kristen	0.00	4.01	200.00	0.00	0.00	204.01
Eliseeva, Alexey & Marie	0.00	4.01	200.00	0.00	0.00	204.01
Flynn, Alexander & Michelle	0.00	4.01	200.00	0.00	2.04	206.05
Fritz, Jeremy & Jaclyn	0.00	4.01	200.00	0.00	0.00	204.01
Gallison, Kenneth & Kaley	0.00	4.01	200.00	0.00	0.00	204.01
Germani, Mark	0.00	4.01	0.00	0.00	0.00	4.01
Gervasio, Andrew & Rebecca	0.00	4.01	200.00	0.00	0.00	204.01
Griffiths, Andrew & Elizabeth	0.00	4.01	200.00	0.00	0.00	204.01
Hale, Sharon	0.00	4.01	200.00	0.00	0.00	204.01
Hammond, Craig W. & Sylvia C.	0.00	4.01	200.00	0.00	0.00	204.01
Hartley, Allan & Linda	0.00	4.01	200.00	0.00	0.00	204.01
Heiplik, Heipikova & Navratil	0.00	4.01	200.00	0.00	0.00	204.01
Hellested, Eric & Janis L.	0.00	4.01	200.00	0.00	0.00	204.01
Herlihy, John	0.00	4.01	200.00	0.00	0.00	204.01
Hicks, Kristin	0.00	4.01	200.00	0.00	0.00	204.01
Hines, Michael & Kara	0.00	4.01	200.00	0.00	0.00	204.01
Hirbour, Charles & Gail	0.00	3.97	198.02	0.00	0.00	201.99
Holland, Philip & Kathryn	0.00	4.01	200.00	0.00	0.00	204.01
Ilteris, Matthew & Amy	0.00	4.01	200.00	0.00	0.00	204.01

# TREASURER'S REPORT

## WATER DEPARTMENT COLLECTIONS as of AUGUST 21, 2019

Owner	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Keegan	0.00	8.02	200.00	2.04	219.99	430.05
Kelleher, Dennis	0.00	8.02	200.00	2.04	221.96	432.02
Kelly, Danielle	0.00	4.01	200.00	0.00	0.00	204.01
Kent, Richard H.	0.00	4.01	200.00	0.00	0.00	204.01
Kierce, Christopher & Amanda	0.00	4.01	200.00	0.00	0.00	204.01
Kikel, Erich & Annie	0.00	4.01	200.00	0.00	0.00	204.01
Kikkert, Russ & Jillian	0.00	4.01	200.00	0.00	0.00	204.01
King Ranch Realty Trust	0.00	4.01	200.00	0.00	0.00	204.01
Kniffin Living Trust	0.00	4.01	200.00	0.00	0.00	204.01
Krieg, Charles & Tullo, James	0.00	2.06	0.00	0.00	0.00	2.06
Kusiak, Denis	0.00	4.01	200.00	0.00	0.00	204.01
Mack, Gerard & Aileen	0.00	4.01	200.00	0.00	0.00	204.01
Mahoney Jr., John	0.00	4.01	200.00	0.00	0.00	204.01
Martin, Daniel & Nancy	0.00	4.01	199.93	0.00	0.00	203.94
Matthews, Patrick & Lisa	0.00	4.01	200.00	0.00	0.00	204.01
Maynard, Mark, Leonard & Hope	0.00	4.01	200.00	0.00	0.00	204.01
McCaughey, James & Stephanie	0.00	4.01	200.00	0.00	2.37	206.38
McDorr, Thomas & Pamela & Gabree	0.00	4.01	200.00	0.00	0.00	204.01
Mellen, Robert Sr. Trust	0.00	4.01	200.00	0.00	0.00	204.01
Muldowney, Scott & Priscilla	0.00	4.01	0.00	0.00	0.00	4.01
Murphy, Brian & Michelle	0.00	4.01	200.00	0.00	0.00	204.01
Murphy, Carline Seide	0.00	8.02	200.00	2.04	221.96	432.02

# TREASURER'S REPORT

## WATER DEPARTMENT COLLECTIONS as of AUGUST 21, 2019

Owner	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Murphy, Stephen- House 1						
Murphy, Stephen- House 2	0.00	8.02	200.00	2.04	0.00	210.06
Murphy, Stephen- House 1 - Other	0.00	8.02	179.88	2.04	0.00	189.94
Total Murphy, Stephen- House 1	0.00	16.04	379.88	4.08	0.00	400.00
Murray, Michael & Victoria	0.00	4.01	200.00	0.00	0.00	204.01
Nordbeck, Timothy & Michelle	0.00	4.01	200.00	0.00	0.00	204.01
Paino Family Trust	0.00	4.01	200.00	0.00	0.00	204.01
Paino, Ann Marie	0.00	4.01	200.00	0.00	0.00	204.01
Patti, Anthony & Maureen	0.00	4.01	200.00	0.00	0.00	204.01
Payne, Edward	0.00	4.01	200.00	0.00	0.00	204.01
Pimentel, Mario & Linda	0.00	4.01	200.00	0.00	0.00	204.01
Reynolds, Linda & James	0.00	4.01	200.00	0.00	0.00	204.01
Richez, Philippe & Nathalie	0.00	4.01	200.00	0.00	0.00	204.01
Russell, David	0.00	4.01	200.00	0.00	0.00	204.01
Seward, Nancy	0.00	4.01	200.00	0.00	0.00	204.01
Sexton Family Trust	0.00	4.01	200.00	0.00	0.00	204.01
Stanley & Cardullo	0.00	4.01	200.00	0.00	0.00	204.01
Strong, Derrick	0.00	8.02	200.00	2.04	221.96	432.02
Sweeney, Christopher	0.00	4.01	200.00	0.00	0.00	204.01
Taylor, Richard & Jodine	0.00	4.01	200.00	0.00	0.00	204.01
Uminsky, Todd	0.00	4.01	200.00	0.00	0.00	204.01
Walker, William	0.00	4.01	200.00	0.00	0.00	204.01

# TREASURER'S REPORT

## WATER DEPARTMENT COLLECTIONS as of AUGUST 21, 2019

Owner	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Wholey, Shawn & Carla	0.00	4.01	200.00	0.00	0.00	204.01
Wilson-Glah, Jolene	0.00	4.01	200.00	0.00	0.00	204.01
Wiseman, Howard & Veronica	0.00	4.01	0.00	0.00	0.00	4.01
Young, Diane & Adam	0.00	4.01	0.00	0.00	0.00	4.01
Zarakovich, Lev & Yevgenia	0.00	4.01	200.00	0.00	0.00	204.01
	0.00	368.94	15,777.83	15.30	1,027.23	17,189.30



## TREASURER'S REPORT

### Collection Procedures for Unpaid Water Fees

### RSA 38:22(b)

The official or board responsible for administering the municipal utility may collect charges for services by direct billing on any periodic basis it may choose. All charges which are delinquent may be committed to the tax collector with a warrant signed by the appropriate municipal officials requiring the tax collector to collect them. The tax collector shall have the same rights and remedies, including a lien on the real estate, and be subject to the same liabilities in relation thereto as in the collection of taxes as provided in RSA 80; provided, however, that the real estate lien shall continue for 18 months from the date of the last unpaid bill.

#### LEGAL OPINION:

Judy—

Good news. I am persuaded a town meeting vote is unnecessary. The commissioners are vested with the control and supervision of the water utility. Thus, the commissioners may entertain a motion at their next meeting: "Moved that the WEVD employ the process for the collection of delinquent water bills set forth in RSA 38:22,II(b), where bills will be sent directly by WEVD, with bills that are delinquent for over thirty days being committed to the Town of Thornton Tax Collector for collection." Of course, I am assuming the water system is located in Thornton. And I have told Corey you must work with the Thornton and Campton Tax Collector to transition to this system.



## WATER DEPARTMENT BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
Income			
3401 · Finance Charges	482.49	0.00	482.49
3401.1 · Contribution from General Fund	162,000.00	189,093.53	-27,093.53
3503.1 · Interest Income	1.06	0.00	1.06
3914W · Water Fee	102,604.90	103,200.00	-595.10
Total Income	265,088.45	292,293.53	-27,205.08
Gross Profit	265,088.45	292,293.53	-27,205.08
Expense			
2011 · Growth & New			
4909.1 · G&N - Water Line Upgrade	5,290.00	57,580.65	-52,290.65
4909.2 · G & N - New Wells	2,079.19	57,580.65	-55,501.46
Total 2011 · Growth & New	7,369.19	115,161.30	-107,792.11
4300 · Water Dist. & Treatment			
4332.1 · System Repairs, Materials, Supply	66,292.45	28,471.06	37,821.39
4332.10 · Water System Propane	164.00	0.00	164.00
4332.11 · Generator Maintenance	5,364.08	3,489.39	1,874.69
4332.12 · Licenses/fees/education	901.25	1,012.11	-110.86
4332.13 · Finance Charges	590.16	0.00	590.16
4332.2 · Water Testing - DES	522.00	1,645.50	-1,123.50
4332.3 · Leak Repairs	16,150.00	11,163.58	4,986.42

# WATER DEARTMENT BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
4332.4 · Engineering	98.00	5,233.43	-5,135.43
4332.5 · Equipment Rental	0.00	722.94	-722.94
4332.6 · Telemetry	4,389.31	5,582.09	-1,192.78
4332.7 · Misc. Projects	0.00	5,582.09	-5,582.09
4332.8 · Subscriptions/Dues	25.00	903.36	-878.36
4332.9 · Water System Electricity	56,409.84	46,065.13	10,344.71
4335.1 · Water Treatment Chemicals	2,212.65	5,784.28	-3,571.63
Total 4300 · Water Dist. & Treatment	153,118.74	115,654.96	37,463.78
4700 · Debt Service			
4711 · Water Upgrade Principle	37,081.49	37,081.00	0.49
4721 · Water Upgrade Interest	904.50	905.00	-0.50
Total 4700 · Debt Service	37,985.99	37,986.00	-0.01
Total Expense	198,473.92	268,802.26	-70,328.34
Net Income	66,614.53	23,491.27	43,123.26

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
Income			
1100.0 · WE Village District Income			
1106 · TAXES			
1105 · Campton Taxes			
1105.6 · Prior Campton Taxes	499,689.89	0.00	499,689.89
1105.7 · Current YR Campton Taxes	485,436.29	0.00	485,436.29
3190.1 · Campton Interest	6,059.17	0.00	6,059.17
Total 1105 · Campton Taxes	991,185.35	0.00	991,185.35
1106.6 · Thornton Taxes			
1106.5 · Prior Thornton Taxes	171,237.17	0.00	171,237.17
1106.7 · Current YR Thornton Taxes	120,666.00	0.00	120,666.00
3190.2 · Thornton Interest	2,899.47	0.00	2,899.47
Total 1106.6 · Thornton Taxes	294,802.64	0.00	294,802.64
Total 1106 · TAXES	1,285,987.99	0.00	1,285,987.99
Total 1100.0 · WE Village District Income	1,285,987.99	0.00	1,285,987.99
3502 · MISCELLANEOUSE REVENUES			
3502.1 · Northway Interest	43.75	0.00	43.75
3502.2 · Meredith Bank Interest	334.02	0.00	334.02
3503 · Miscellaneous income	46,559.81	0.00	46,559.81
3503.1 · CIF Contributions	0.00	0.00	0.00
Total 3502 · MISCELLANEOUSE REVENUES	46,937.58	0.00	46,937.58
Total Income	1,332,925.57	0.00	1,332,925.57
Gross Profit	1,332,925.57	0.00	1,332,925.57

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VS RSNCE
Expense			
3000.0 · WE Village District Expenses			
3316 · Capital Pres/ Growth & New			
4312.33 · Cap- New Paving	10,347.00	58,000.00	(47,653.00)
4520.20 · Cap - Computer Replacement	2,579.00	9,459.00	(6,880.00)
4520.21 · Cap - Exercise Equipment	0.00	6,693.55	(6,693.55)
4520.22 · Cap - Exterior Ren. Fence	10,638.12	5,000.00	5,638.12
4520.23 · Cap - Men's Locker Room Shower	0.00	0.00	0.00
4520.24 · Cap - Ladies Locker Room Floor	11.25	0.00	11.25
4520.25 · Cap - Interior Renovations	2,056.14	3,000.00	(943.86)
4520.26 · Cap - Septic System Pumps	2,300.00	5,234.76	(2,934.76)
4520.27 · Cap - HVAC Repairs	3,482.19	3,387.10	95.09
4520.28 · Cap - Asphalt Shingles Rec Cent	19,003.00	0.00	19,003.00
4520.29 · Cap - Rec. Center Security Syst	740.99	10,000.00	(9,259.01)
4520.30 · Tennis/ Basketball Courts (Resurfacing replacement)	419.36	50,000.00	(49,580.64)
4520.31 · Cap-Exterior Finish - Painting	1,781.88	15,000.00	(13,218.12)
4520.32 · G & N - ADA	43.20	0.00	43.20
Total 3316 · Capital Pres/ Growth & New	53,402.13	165,774.41	(112,372.28)
4100 · GENERAL GOVERNMENT			
4130 · WEVD Administration			
4130.2 · WEVD Manager	53,942.46	54,381.56	(439.10)
4130.3 · Assistant Manager	43,900.31	42,225.81	1,674.50
Total 4130 · WEVD Administration	97,842.77	96,607.37	1,235.40

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of AUGUST 21, 2019

	ACTUAL	BUDGET	VS RSNCE
4130.1 · Total WEVD Administration			
4130.4 · Retirement Contribution	10,903.34	5,497.03	5,406.31
4130.5 · Health Reimbursement	4,541.46	4,706.26	(164.80)
4155.1 · Social Security	5,665.22	6,050.42	(385.20)
4155.2 · Medicare	1,343.99	1,410.73	(66.74)
4155.3 · NH Unemployment	118.38	89.56	28.82
4196.1 · Other Deductible Reimbursements	2,898.31	11,082.35	(8,184.04)
4196.2 · Health Insurance	16,601.62	24,357.88	(7,756.26)
4196.3 · Workers Comp Ins	53,496.61	13,883.30	39,613.31
4196.4 · Dental Ins	806.40	884.17	(77.77)
4196.5 · Bonuses			
4196.6 · Payroll Taxes	0.00	0.00	0.00
4196.5 · Bonuses - Other	0.00	0.00	0.00
Total 4196.5 · Bonuses	0.00	0.00	0.00
4199.12 · Travel Reimbursement	50.85	89.56	(38.71)
Total 4130.1 · Total WEVD Administration	96,426.18	68,051.26	28,374.92
4150.1 · Accounting/Taxes/Audit	21,845.00	7,877.00	13,968.00
4153.1 · Legal / Consulting	11,052.92	8,507.19	2,545.73
4196.7 · Insurances	(1,045.52)	26,497.00	(27,542.52)
4197.1 · Advertisements	290.16	0.00	290.16
4199.10 · Licenses/Fees	1,295.50	380.03	915.47
4199.11 · Cellular Phones	630.00	690.97	(60.97)
4199.2 · Commissioners Stipend & Expense	1,173.40	2,374.24	(1,200.84)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
4199.3 · Telephones	580.39	1,012.11	(431.72)
4199.4 · Repeaters /Radios	0.00	1,046.66	(1,046.66)
4199.5 · Computer Services	800.00	3,838.71	(3,038.71)
4199.6 · Postage	391.48	474.08	(82.60)
4199.7 · Uniforms	434.97	348.67	86.30
4199.8 · Bank/Finance Charge	222.50	191.94	30.56
4199.9 · Payroll Expenses	828.45	58.19	770.26
4311.1 · Office Supplies	1,729.84	2,559.11	(829.27)
4311.2 · Taxes/Fees/Charges	791.25	903.36	(112.11)
Total 4100 · GENERAL GOVERNMENT	223,407.92	212,852.51	10,555.41
4520.33 · Rec Fund Contingency	0.00	0.00	0.00
4520.34 · Ski Area Operation Off Set	0.00	0.00	0.00
Total 3000.0 · WE Village District Expenses	276,810.05	378,626.92	(101,816.87)
4220 · PUBLIC SAFETY			
4220.1 · Alarm, Fire & Water	4,532.66	2,892.47	1,640.19
4220.2 · Safety Supplies	121.87	1,762.58	(1,640.71)
4220.3 · Fire & Security	6,171.79	5,061.34	1,110.45
Total 4220 · PUBLIC SAFETY	10,826.32	9,716.39	1,109.93
4312 · HIGHWAYS & STREETS			
4312.01 · Roads	23,298.38	42,346.73	(19,048.35)
4312.02 · Seasonal Plowing	7,489.66	5,728.50	1,761.16
4312.03 · Contractor Plowing	22,882.00	12,706.50	10,175.50
4312.04 · Payroll Taxes	2,692.51	3,785.58	(1,093.07)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
4312.05 · Health Insurance	5,497.24	6,029.30	(532.06)
4312.06 · Dental Insurance	403.20	442.06	(38.86)
4312.07 · Retirement	2,835.98	2,953.89	(117.91)
4312.08 · Travel Expense	54.00	262.95	(208.95)
4312.10 · Calcium/Magnesium Chloride	0.00	3,272.00	(3,272.00)
4312.11 · Cold Patch	0.00	3,000.00	(3,000.00)
4312.12 · Roadside Mowing/Sweeping	2,325.00	6,000.00	(3,675.00)
4312.13 · Culvert Expense	0.00	1,446.54	(1,446.54)
4312.14 · Road Sand & Salt	11,841.25	13,905.00	(2,063.75)
4312.15 · Equipment Rental	1,228.36	2,530.97	(1,302.61)
4312.16 · Equipment Repair	5,910.82	903.36	5,007.46
4312.17 · Misc. Projects	3,744.50	2,168.87	1,575.63
4312.18 · Diesel Fuel	5,974.46	14,461.68	(8,487.22)
4312.19 · Plow Gear & Sanders	0.00	3,750.00	(3,750.00)
4312.20 · Oil & Filters	576.18	361.45	214.73
4312.21 · Maintenance & Tune-ups	40.00	3,489.39	(3,449.39)
4312.22 · Osh Kosh Repairs	1,545.70	1,130.50	415.20
4312.23 · Truck Repairs	16,711.67	4,186.11	12,525.56
4312.24 · Back Hoe Repair	514.68	4,884.10	(4,369.42)
4312.25 · Body Maintenance	0.00	1,599.43	(1,599.43)
4312.26 · Tires	0.00	2,442.03	(2,442.03)
4312.27 · Shop supplies	2,297.24	2,892.47	(595.23)
4312.28 · Small Tools/Equipment	1,974.04	2,442.03	(467.99)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
4312.29 · Large Equipment/Tools	44.97	976.95	(931.98)
4312.30 · Grader Repairs	0.00	2,168.87	(2,168.87)
4312.31 · Shop Electricity	0.00	2,168.87	(2,168.87)
4312.32 · Shop Heat	2,841.83	1,636.00	1,205.83
4312.9 · Misc. Material & Supplies	1,185.77	12,292.16	(11,106.39)
4319.1 · Consulting	468.75	15,994.59	(15,525.84)
4319.2 · Cell Phone	175.00	191.94	(16.94)
Total 4312 · HIGHWAYS & STREETS	124,553.19	184,550.82	(59,997.63)
4520 · CULTURE & RECREATION			
2105.8 · Sub-Contractor Wages	0.00	0.00	0.00
4520.01 · Building Wages	35,507.41	39,962.23	(4,454.82)
4520.02 · Payroll Taxes	2,830.06	3,173.96	(343.90)
4520.03 · Health Insurance	5,497.24	6,029.30	(532.06)
4520.04 · Dental Insurance	403.20	442.06	(38.86)
4520.05 · Retirement	2,820.31	3,217.45	(397.14)
4520.06 · Travel	27.50	143.95	(116.45)
4520.10 · Building Equipment Repairs	5,897.59	9,865.48	(3,967.89)
4520.11 · Cell Phone	175.00	191.94	(16.94)
4520.12 · Ski Area Insurance	9,999.00	18,530.00	(8,531.00)
4520.13 · Snowcat Repairs & Maint	5,255.86	12,867.00	(7,611.14)
4520.14 · Building Infrastructure	7,813.96	19,537.11	(11,723.15)
4520.15 · Employee Training	815.32	332.00	483.32
4520.16 · Pool Repair & Maint	2,076.83	3,362.06	(1,285.23)
4520.17 · Outdoor Lighting	708.80	488.78	220.02



# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
4520.18 · Building Electric	33,906.66	42,677.99	(8,771.33)
4520.19 · Building Heat	31,909.60	43,355.65	(11,446.05)
4520.7 · Ski Area Repairs and Maint.	19,609.74	27,574.72	(7,964.98)
4520.8 · Kitchen Equipment Repairs	1,822.32	3,288.47	(1,466.15)
4520.9 · Maintenance Supplies	159.22	1,973.10	(1,813.88)
Total 4520 · CULTURE & RECREATION	167,235.62	237,013.25	(69,777.63)
4914 · WATER DIST & TREATMENT			
4914W · Contribution to Water Dept.	162,000.00	0.00	162,000.00
Total 4914 · WATER DIST & TREATMENT	162,000.00	0.00	162,000.00
Total Expense	741,425.18	809,907.38	(68,482.20)
Net Ordinary Income	591,500.39	(809,907.38)	1,401,407.77

# REC. FUND BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
Income			
9000 · Recreation Fund Income	0.00	0.00	0.00
9000.1 · Facility Rental	345,785.52	241,109.35	104,676.17
9000.2 · Facility Services	28,679.08	2,277.62	26,401.46
9000.3 · Tax Supplement Income	0.00	0.00	0.00
9000.4 · Ski Area Offset	0.00	0.00	0.00
9000.5 · Bank Interest	3.29	6.37	-3.08
9001 · Recreation Income			
9001.01 · CC Processing Fee Income	52.79	300.00	-247.21
9001.3 · Vending - Games	834.00	383.87	450.13
9001.4 · Vending - Soda	306.50	511.81	-205.31
9001.5 · Vending - Snacks	169.25	159.92	9.33
9001.6 · GM Income	3,091.39	3,198.91	-107.52
9001.7 · Tanning	250.81	200.00	50.81
9001.8 · Misc. Income	3,467.43	19.19	3,448.24
9001.9 · Movie Rental	21.00	19.19	1.81
Total 9001 · Recreation Income	8,193.17	4,792.89	3,400.28
9002 · Food & Beverage Income			
9002.1 · Soda & Non Aloholic Bev Income	3,834.95	3,198.91	636.04
9002.2 · Food Income	33,838.95	35,459.52	-1,620.57

## REC. FUND BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
9002.3 · Liquor Income	45,323.27	37,921.83	7,401.44
9002.4 · Beer Income	30,849.85	32,069.35	-1,219.50
9002.5 · Wine Income	4,090.50	4,050.45	40.05
Total 9002 · Food & Beverage Income	117,937.52	112,700.06	5,237.46
9003 · Campton Mt. Income			
9003.1 · Campton Mt. Fund Raiser	16,678.00	5,419.35	11,258.65
9003.2 · Ski Tickets	42,943.00	22,920.75	20,022.25
9003.3 · Ski Lessons	980.00	0.00	980.00
9003.4 · Food	40,293.05	30,265.30	10,027.75
9003.5 · Non Alcohol Beverages	4,761.91	3,378.00	1,383.91
9003.6 · Liquor	27,878.88	17,718.66	10,160.22
9003.7 · Beer	26,599.20	21,627.32	4,971.88
9003.8 · Wine	6,781.07	4,823.32	1,957.75
9003.9 · Campton Mt. Bank Interest	1.72	1.00	0.72
Total 9003 · Campton Mt. Income	166,916.83	106,153.70	60,763.13
9004 · Events & Functions Income			
9004.1 · Events Income	146.22	1,279.56	-1,133.34
9004.2 · Catering & Function Income			
9004.01 · Room Rental	600.00	1,000.00	-400.00
9004.02 · General Income	432.00	17,322.00	-16,890.00
9004.03 · Wedding Vendor Debt	0.00	0.00	0.00
9004.04 · Food	1,600.00	14,987.50	-13,387.50
9004.05 · Beer	923.65	2,500.00	-1,576.35

## REC. FUND BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
9004.06 · Liquor	1,399.92	18,000.00	-16,600.08
9004.07 · Wine	407.16	950.00	-542.84
9004.08 · Non Alcohol Beverages	114.83	100.00	14.83
9004.09 · Wedding CC Processing Fee	0.00	0.00	0.00
Total 9004.2 · Catering & Function Income	5,477.56	54,859.50	-49,381.94
Total 9004 · Events & Functions Income	5,623.78	56,139.06	-50,515.28
Total Income	673,139.19	523,179.05	149,960.14
Cost of Goods Sold			
9005 · Cost of Goods Sold			
9005.01 · Special Events - Comped Food	0.00	0.00	0.00
9005.02 · Events Food	198.09	0.00	198.09
9005.03 · Campton Mt. Fund Raiser Food	-1,354.40	1,083.87	-2,438.27
9005.04 · General Merchandise	1,136.72	1,279.56	-142.84
9005.06 · Vending - Soda	886.80	959.68	-72.88
9005.07 · Food	29,458.65	22,392.46	7,066.19
9005.08 · Non Alcohol Beverages	5,934.35	4,606.45	1,327.90
9005.09 · Beer	21,708.75	16,474.43	5,234.32
9005.10 · Liquor	20,212.38	15,354.84	4,857.54
9005.11 · Wine	5,894.50	4,350.52	1,543.98
9005.12 · Bar Supplies	1,489.34	3,198.91	-1,709.57
9005.13 · Catering & Functions			
9005.14 · Food	30.03	4,535.00	-4,504.97

# REC. FUND BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
9005.15 · Bar Supplies	0.00	75.00	-75.00
9005.16 · Other Supplies	0.00	50.00	-50.00
Total 9005.13 · Catering & Functions	30.03	4,660.00	-4,629.97
Total 9005 · Cost of Goods Sold	85,595.21	74,360.72	11,234.49
Total COGS	85,595.21	74,360.72	11,234.49
Gross Profit	587,543.98	448,818.33	138,725.65
Expense			
9101 · Business Expenses			
9101.01 · Rec. Admin Wages			
9101.02 · Admin Wages	18,878.11	20,293.95	-1,415.84
9101.03 · Workman Comp	89.65	1,407.50	-1,317.85
9101.04 · Payroll Taxes	1,547.87	402.41	1,145.46
9101.05 · Travel	196.46	351.85	-155.39
9101.06 · Employee Education	0.00	0.00	0.00
9101.21 · Phone	350.00	383.87	-33.87
Total 9101.01 · Rec. Admin Wages	21,062.09	22,839.58	-1,777.49
9101.07 · Copier Lease	1,534.00	1,087.62	446.38
9101.08 · Dues & Subscriptions	930.72	2,239.23	-1,308.51
9101.09 · Office Supplies	2,863.11	2,879.03	-15.92
9101.10 · Finance Charges	7,805.52	10,108.59	-2,303.07
9101.11 · Licenses & Fees	4,304.70	4,529.68	-224.98
9101.12 · Misc. Expenses	530.45	767.74	-237.29
9101.13 · Telephone	3,267.74	3,838.71	-570.97

# REC. FUND BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
9101.14 · Internet Access	1,823.45	2,239.23	-415.78
9101.15 · Advertising	1,179.65	200.00	979.65
9101.16 · Postage	483.45	639.76	-156.31
9101.17 · Computer Support	9,544.99	4,478.47	5,066.52
9101.18 · Computer Supplies	184.97	639.76	-454.79
9101.19 · Cable	1,427.23	1,599.43	-172.20
9101.20 · Payroll Fee	1,261.06	319.88	941.18
Total 9101 · Business Expenses	58,203.13	58,406.71	-203.58
9200 · Infrastructure Expenses			
9200.0 · Infrastructure Wages			
9200.01 · Cleaning Wages	50,318.97	57,547.36	-7,228.39
9200.02 · Grounds Wages	3,189.63	9,568.27	-6,378.64
9200.03 · Payroll Taxes	4,000.26	5,286.51	-1,286.25
9200.04 · Health Insurance	5,497.24	6,029.30	-532.06
9200.05 · Dental Insurance	403.20	442.06	-38.86
9200.06 · Retirement	2,648.63	2,738.92	-90.29
9200.07 · Travel	343.26	127.94	215.32
9200.08 · Cell Phone	175.00	191.94	-16.94
9200.09 · Employee Education	305.00	305.00	0.00
9200.10 · Criminal Record	50.00	50.00	0.00
Total 9200.0 · Infrastructure Wages	66,931.19	82,287.30	-15,356.11
9200.11 · Equipment Rental	0.00	127.94	-127.94
9200.12 · Cleaning Supplies	3,967.59	3,838.71	128.88

## REC. FUND BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
9200.13 · Pool Chemicals & Supplies	9,094.39	14,395.16	-5,300.77
9200.14 · Other Supplies	901.71	1,279.56	-377.85
9200.16 · Pool & Spa Inspection	604.00	250.00	354.00
9200.18 · Carpet Cleaning	250.00	1,500.00	-1,250.00
9200.19 · Pest Control	79.30	1,599.43	-1,520.13
9200.20 · Landscaping	4,483.86	5,000.00	-516.14
9200.21 · Trash Removal	5,404.58	5,118.27	286.31
9200.22 · Outdoor Repairs & Maintenance	896.57	409.27	487.30
9200.23 · Paddle Boat Repairs	101.50	551.61	-450.11
Total 9200 · Infrastructure Expenses	92,714.69	116,357.25	-23,642.56
9300 · Campton Mt. Expenses			
9300.01 · Ski Area Wages			
9300.02 · Ski Bartender Wages	9,379.23	6,813.32	2,565.91
9300.03 · Cook Wages	17,787.32	16,177.36	1,609.96
9300.04 · Lifties & Patrol Wages	24,736.03	18,588.75	6,147.28
9300.05 · Trail Grooming Wages	1,718.14	3,517.50	-1,799.36
9300.06 · Ski Instructor Commission	644.98	0.00	644.98
9300.07 · Payroll Taxes	6,014.16	3,725.32	2,288.84
9300.08 · Criminal Record	250.00	0.00	250.00
9300.09 · Travel	0.00	0.00	0.00
9300.1 · Ski Cleaning Wages	1,516.41	2,371.01	-854.60
Total 9300.01 · Ski Area Wages	62,046.27	51,193.26	10,853.01
9300.10 · Building Heat	3,691.50	4,000.00	-308.50

# REC. FUND BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
9300.12 · Cable & Internet	2,307.47	2,751.05	-443.58
9300.13 · Bar Supplies	7,362.52	533.32	6,829.20
9300.14 · Kitchen Supplies	1,776.45	3,333.32	-1,556.87
9300.15 · Cleaning Supplies	1,500.29	1,333.32	166.97
9300.16 · Fund Raising Expenses	93.00	4,877.42	-4,784.42
9300.17 · Misc. Expenses	1,433.95	4,158.59	-2,724.64
9300.18 · Mowing	0.00	0.00	0.00
9300.19 · Inspections	0.00	0.00	0.00
9300.20 · Tickets	1,389.96	1,000.00	389.96
9300.21 · Trash Removal	2,214.06	3,198.91	-984.85
9300.23 · Web Hosting	486.00	0.00	486.00
9300.24 · Groomer Diesel	0.00	0.00	0.00
9300.25 · Electric	9,791.51	10,236.53	-445.02
9300.26 · Snowmobile Maintenance	153.92	250.00	-96.08
Total 9300 · Campton Mt. Expenses	94,246.90	86,865.72	7,381.18
9400 · Skating Pond			
9401 · Jeep Expenses	140.85	0.00	140.85
Total 9400 · Skating Pond	140.85	0.00	140.85
9500 · Lounge Expenses			
9500.01 · Lounge Wages			
9500.0. · Summer Recreation Person	662.80	3,514.11	-2,851.31
9500.02 · F & B & F Admin Wages	11,884.43	11,812.32	72.11



# REC. FUND BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
9500.05 · F & B General Support	1,711.75	1,279.56	432.19
9500.06 · Bartenders	6,519.75	8,296.26	-1,776.51
9500.07 · Kitchen Wages	20,477.81	33,199.74	-12,721.93
9500.08 · Pool Side Servers	773.28	1,820.65	-1,047.37
9500.09 · Event Staff	384.01	1,169.15	-785.14
9500.10 · Health Insurance	9,423.84	12,058.65	-2,634.81
9500.11 · Dental Insurance	691.20	884.17	-192.97
9500.12 · Retirement	4,518.58	2,868.13	1,650.45
9500.13 · Payroll Taxes	4,939.71	5,088.82	-149.11
9500.14 · Cell Phone	350.00	383.87	-33.87
9500.15 · Employee Education	303.07	750.00	-446.93
9500.16 · Criminal Record	75.00	300.00	-225.00
9500.17 · Travel	224.40	959.68	-735.28
Total 9500.01 · Lounge Wages	62,939.63	84,385.11	-21,445.48
9500.19 · Comped & House Charges	709.78	255.89	453.89
9500.20 · Waste Product	1,594.36	959.68	634.68
9500.21 · Bar Supplies	2,088.58	1,470.97	617.61
9500.22 · Kitchen Supplies	2,065.36	4,412.90	-2,347.54
9500.24 · Casual Labor	0.00	300.00	-300.00
9500.25 · Meals Tax	18,063.00	17,450.12	612.88
9500.26 · Entertainment	19,600.00	14,075.24	5,524.76
9500.27 · Event Expenses	4,883.52	6,397.82	-1,514.30
9500.28 · Lounge Supplies	1,179.93	3,677.42	-2,497.49
9500.29 · Laundry & Uniforms	4,596.07	5,758.06	-1,161.99

# REC. FUND BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
9500.30 · Rec. Supplies	469.18	639.76	-170.58
9501 · Catering & Function			
9501.01 · Catering & Function Staff	297.75	7,149.00	-6,851.25
9501.02 · Payroll Taxes	23.07	1,170.50	-1,147.43
9501.03 · Catering & Function Expenses	323.60	4,000.00	-3,676.40
9501.04 · Wedding Commission	0.00	1,500.00	-1,500.00
9501.05 · Function Rental Expenses	0.00	1,738.50	-1,738.50
9501.06 · Advertisement	6,626.22	7,677.42	-1,051.20
9501.07 · Web Hosting	0.00	1,354.84	-1,354.84
9501.08 · Catering/Function Vendor	160.50	10,000.00	-9,839.50
9501.09 · Wedding Coordinator Allowance	472.99	900.00	-427.01
Total 9501 · Catering & Function	7,904.13	35,490.26	-27,586.13
Total 9500 · Lounge Expenses	126,093.54	175,273.23	-49,179.69
9600 · Front Desk Expenses			
9600.01 · Front Desk Wages			
9600.02 · Front Desk	45,273.32	54,530.14	-9,256.82
9600.03 · Payroll Taxes	3,666.33	4,307.03	-640.70
9600.04 · Travel	0.00	31.97	-31.97
9600.05 · Criminal Record	25.00	50.00	-25.00

# REC. FUND BUDGET as of AUGUST 21, 2019

	ACTUAL	BUDGET	VSRISNCE
9600.06 · Cell Phone	175.00	191.94	-16.94
Total 9600.01 · Front Desk Wages	49,139.65	59,111.08	-9,971.43
9600.07 · Purchased Movies	0.00	25.00	-25.00
9600.08 · Front Desk Expense	876.40	959.68	-83.28
Total 9600 · Front Desk Expenses	50,016.05	60,095.76	-10,079.71
Total Expense	421,415.16	496,998.67	-75,583.51
Net Income	166,128.82	-48,180.34	214,309.16

WATERVILLE ESTATES VILLAGE DISTRICT

SEPTEMBER 26, 2019 Meeting Minutes

**Attendees:** Andy Griffiths, Art Marks, Sean Tole, Judy Kinney, Corey Smith, Dave Ketcham

**Guests:** Harry Bertino, Al Zulli, Mike Hering, Stan Bujalski, Maureen Patti, Anthony Patti

**Call to order:** Mr. Marks at 3:06 pm

**Motion** made to appoint David Ketcham as interim deputy clerk by Mr. Griffiths, 2nd Mr. Tole, passed.

Art reviewed overview of clerk attendance at district meetings and how moving the Sept 27 meeting date was blown out of proportion. Motion was made to not accept Matt Smith's resignation by Mr. Tole, 2nd Mr. Griffiths, passed

**Review and acceptance of meeting minutes:** August 28, 2019 minutes, motion to approve Mr. Griffiths, 2nd Mr. Tole, passed

**Treasurer's Report** (Ted Kunz unavailable due to illness)

**Account Balances**

**DISTRICT OPERATING ACCOUNTS**

Northway Operating Account	116,967.63
<u>MVSB Operating Account</u>	<u>437,141.08</u>
Total Operating Accounts	554,108.71

**WATER DEPARTMENT OPERATING ACCOUNT**

Northway Operating Account	47,632.57
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**REC. FUND OPERATING ACCOUNT**

Northway Operating Account	172,738.88
----------------------------	------------

**FRIENDS OF CAMPTON MT ACCOUNT**

Northway Account	43,784.01
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**Tax Collection** as of today's date

CAMPTON	APPROPRIATION	BALANCE
2015 -	985,422	334,412.72
2016 –	985,552	11,088.52
2017 –	976,757	1,098.48
2018 –	1,069,955	33,772.90
2019 -	We have received \$ 495,570.30	

#### THORNON

2016 –	290,944	1,426
2017 –	299,741	0
2018 -	324,690	3,441.83
2019 -	We have received \$120,666	

#### Outstanding accounts

**Water** (days) 1-30 \$124.36; 31-60 \$216.57; 61-90 \$8,777.83; >90 \$1042.53 Issue with checks written out to WEA instead of Water Department, they have to be returned to sender causing them to be past due.

#### Manager's Report

**Water System:** Mr. C Smith reports a couple breaks & good test results. Well location is still in progress. Mr. C Smith is working with state commission on what needs to be done to meet compliance, what are requirements vs enforcement vs priority upgrades. A suggestion as made to meet with engineers to decide approach. Mr. Marks asked about viability of land near Community Center. Mr. C Smith stated insufficient capacity to replace existing wells, but could supplement. Mr. Marks asked what are the next steps for the Snowood site. Mr. C Smith responded with build road for test well. It was suggested the site near Community Center is backup and to go forward with Snowood site with additional discussion with engineers with direction from state commission. Mr. C Smith will set-up the meeting.

**Roads/ Paving:** Steve Baert is getting quotes from Ryan Paving for unpaved portion of Reservoir Rd (from top down) and Boulder Drive.

**Rec. Center** projects update: Air exchange and HVAC is complete. Working on HVAC solution for Summit Lounge. The sewer line was fixed by Rowells. It was a smaller job than planned, but uncovered an old septic tank down 12 ft deep via camera. If full, affluent flows to next tank as tanks are chained together. The tank is located under horseshoe area. Mr. C Smith will get recommendation opinion from Rowells. **Fitness Room** WEA appropriated funds for new equipment. WEVD will address structural renovations to walls & floor. A window was moved to improve lighting. Some rot was found from deck flashing issue. Falling behind schedule from issues and staffing. WEVD has \$15k line item for fitness room upgrade. **Outdoor Pools** Adult pool has cracking seat and missing tiles. Patenaude will be onsite Monday to assess. Tennis court vendor not seen. Mr. C Smith received information on court maintenance vendor from Mrs Ketcham, but has not had a chance to review. **Game Room** Water leaking in via crack in foundation. Options are to trench or H2O proof via injection. **Food & Beverage** One more weekend planned at Poolside/Summit Lounge. The plan is to move to Ski Lodge on 10/12 for Columbus Weekend. Mr. Tole mentioned that if the weather is good, people will be at the pool instead of ski lodge. Mr. C Smith stated staff needed to know by 10/7 to ensure deliveries are the correct location. It's a WEA decision.

**Campton Mt. update** Upper ramp is complete. Crane will be onsite Friday to complete the reset of counter weight. Electrician completed upgrade of problem area that caused outage last year. Volunteer service clean-up project complete. Full load dynamic test pending (brake test). Mr. C Smith also noted what appears to be an old leach field which needs additional discovery.

**Valuation shift** Mr. C Smith met with Thornton town official and gave brief overview of valuation leveling. Examples reviewed with town showed land value increased, but house decreased for small net increase. Valuation increase will not lead to tax increase for Waterville Estates as WEVD rate will decrease. Land only lots increased as well and may need consideration for abatement.

**Post Office correspondence** Mr. C Smith met with Postmaster to discuss WE mailbox and USPS policy. Postmaster provided policy correspondence email. Every WE dwelling will need to have dedicated mailbox at Waterville Estates. Some ambiguity needs to be clarified with Postmaster to finalize approach. Can we add boxes as needed or does PO require all 500+ boxes now? There is currently a waiting list for Waterville Estates mailboxes. Current mailbox building has space for roughly 50 more boxes. The decision was to add boxes as needed, but most confirm with Postmaster.

## **Financials**

**District operating account** Nothing to report

**Water Department** Nothing to report

**Rec. Fund operating account** Good shape, but compared to last year, 2019 is approximately 15k behind without the wedding sales. Will need to use about half of WEVD \$30K appropriation in 2019.

**Friends of Campton Mountain:** Nothing to report

**New Business** None reported

## **Old Business**

**Reserve Study:** Bringing in reserve advisors to assess and will get results to Mr. C Smith soon. WEA approved funding half (~\$4k) of cost.

**Bart – Pass revocation:** If water bill is not paid, can WEA revoke recreation pass. No update to report. Mr. C Smith and Judy Kinney to address.

**Weeping Birches roadway:** Roy Sayborn provided update. WEVD agreed to fund deed rework performed by town. The quick claim deed is being researched, but nothing has been filed. Stan Bujalski stated he talked to Tom Avalon who confirmed signing the quick claim deed and offered to sign new version if needed. Maureen Patti stated she talked to Bob Haskins on retaining pond & hillside parcels. Mr. Haskins voiced concern about reducing common land (of White Birches) to less than required 10 acres for 10 units. Mr. C Smith said it would be a problem with the town of Thornton. This would require a shuffle of compensation land. MS Patti added that White Birches may have enough land if including land swap with Grey Birches during construction of Spinneys house to meet required set back. It appears this swap may not be fully transacted.

**Mistreatment of Equipment:** Paddles require passes left at desk and are being returned. Seems to be working.

**Searchable Village District Document Archive:** Nothing to report.

**Protecting Capital Assets from Inflation:** Mr. Tole reviewed risk vs benefit of CD secondary market. Does not look to be a viable option and will keep looking. Brief discussion on CD teaser rates, money markets and mutual funds. Solution needs to have FDIC protection.

**Resident Expertise Portal:** Pending, MS Kinney will follow-up

**USDA Funding for Small Municipalities:** Mr. Bertino stated we need to finalize plan for water system first. Brief discussion on water fee flat rate being an equitable solution as defined by RSA 38:28. Consensus was yes, it is. Water Fee shows high delinquency count. MS Kinney stated some are due to late fees. If delinquency is in 2nd year, WEVD files lien on property. Brief discussion on turning over water fee to towns to bill and collect. Mr. Marks stated he was hesitant to engage town from past experience and needs discussion. Town is obligated if WEVD so desires.

**Rec Center Renovations - Summit Lounge:** Nothing to report.

**Trail Groomer:** WEA board is considering. Mr. C Smith will be providing proposal at next WEA board meeting.

**Guest Business/Open Topics**

Mr. Bertino asked about **Hodgman Hill condos waterline** being bypassed. Mr. C Smith stated that Snowood condos might be diverting more water than expected in effect reducing amount of water available for Hodgman Hill condos. Pressure readings are being taken at Snowood end of the line, the Hodgeman source, to measure usage. Pipe size may be the cause of low pressure at Hodgman. Readings will assist with determination.

Mr. Hering was concerned about the amount of **delinquent taxes** on town report. Can WEA pull recreation passes for unpaid taxes? Legal opinion is pending. MS Kinney identified a typo on handout, 2015 balance is \$33,412.72, not \$334,412.72.

Mr. C Smith stated that any incoming calls for **weddings** are being told 'no openings available'. He regrets having to inform the caller, but does not have the staff to support weddings. A brief discussion on al-a-cart usage of ski lodge for gatherings. No staff available to lead and coordinate events at this time, but something to look at. It was stated this is a WEA opportunity, not WEVD.

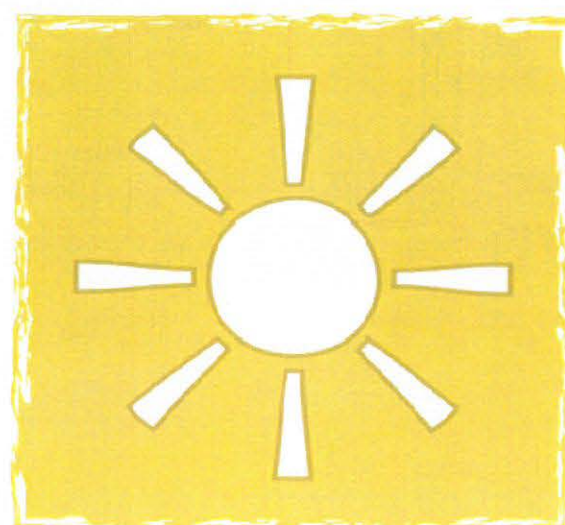
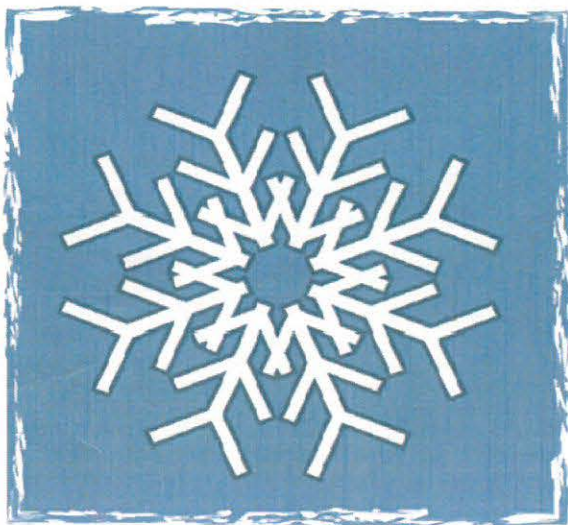
Mr. Tole asked about the OHRV (off-highway recreation vehicles) definition for **trail usage**. Needs to be reconciled with WE rules & regulations.

**Water usage** was discussed, specifically in regards to excessive occupancy of a WE dwelling. An example from recent past where a rental promoted 22 beds and had an estimated 40 occupants. WEA board drafted a max capacity policy of 150% of approved/installed septic system. The example of a 3-bedroom system would permit 9 occupants based on 2 persons per bedroom. Al Zulli asked about the possibility of metered water as the flat rate favors the large occupancy dwellings. It was noted that metered usage was expensive to install and operate (billing).

**Next Meeting:** Friday October 25 @ 3:00pm

**Executive Session:** not required

**Adjournment:** Mr. Tole made a motion to adjourn, Mr. Griffiths 2nd, passed at 5:04 pm



**WATERVILLE ESTATES**



# WATERVILLE ESTATES VILLAGE DISTRICT

## SEPTEMBER 27, 2019

### AGENDA

1

- I. Meeting called to order at 3 pm
- II. Review, corrections and acceptance of August 29 meeting minutes
- III. Treasurer's Report
  - I. Account Balances
  - II. Tax Collection
  - III. Outstanding accounts
- IV. Manager's Report
  - I. Water System
  - II. Roads/ Paving
  - III. Rec. Center projects update
  - IV. Campton Mt. update
  - V. Valuation shift
  - VI. Post Office Correspondence
- V. Financials
  - I. District operating account
  - II. Rec. Fund operating account
- VI. New Business
- VII. Old Business
  - I. Reserve Study
  - II. Bart – Pass revocation

# WATERVILLE ESTATES VILLAGE DISTRICT

## August 28, 2019 MEETING MINUTES

### DRAFT

Attendees: Andy Griffiths, Art Marks, Judy Kinney, Matt Smith, Sean Tole, Ted Kunz, Corey Smith.

Guests: Harry Bertino, Al Zulli, David Ketcham, Michael Hering, Stan Bujalski, David Spinney, L. Griffiths.

Called to order: Mr. Marks at 3:03 PM

Review and approval of Meeting Minutes: July 25<sup>th</sup>, 2019 minutes, motion to approve by Mr. Griffiths, seconded by Mr. Tole, passed.

#### **Treasurer Report:**

##### **Operating Accounts Balance:**

Northway	\$158,479.21
<u>MVSB</u>	<u>\$437,017.79</u>
Total	\$595,497.00

##### **Water Department Balance:**

Northway	\$50,689.03
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##### **Rec. Fund Account Balance:**

Northway	\$214,698.65
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##### **Friends of Campton Mt. Balance:**

Northway	\$44,641.18-not all bills entered yet
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**Tax Collection as of today's date (Town, year, appropriation, balance):** Campton, 2015, \$985,422, \$33,412.72. Campton, 2016, \$985,552, \$11,089.36. Campton, 2017, \$976,757, \$1,098.48. Campton, 2018, \$1,069,955, \$34,987.03. Campton, 2019, we have received \$485,436.29. Thornton, 2016, \$290,944, \$1,426, Thornton, 2017, \$299,741, \$0. Thornton, 2018, \$324,690, \$15,737.83.

**Water Fee Delinquencies:** \$17,189.30 is the current open balance. Per NH law, can be collected with taxes. Mr. Marks said we needed to think about it before we get the town involved. Revoking rec center passes for delinquent owners was also discussed as an option. **The commissioners will discuss with legal counsel.**

# WATERVILLE ESTATES VILLAGE DISTRICT

## August 28, 2019 MEETING MINUTES

### DRAFT

3

#### Manager's Report:

**ADA Bathroom Repair:** Mr. C. Smith got a quote for \$9,785 to perform the sewage pipe repair. It involves an epoxy lining. Pipe replacement would require a tremendous amount of concrete removal inside the building which would be cost prohibitive. **Motion to approve by Mr. Griffiths, seconded by Mr. Tole, passed.**

**Water system updates:** Exploration of new well site and 400' protection radius continues. Current new well site options are off Snowood and near the rec center. We need to find out if the existing wells can continue to be used and at what flow rate. **Mr. Bertino needs more information to investigate grants. Mr. C. Smith will provide.**

**Financial Analysis Meeting:** The meeting was productive. Depreciation items still need to be added. **Mr. C. Smith and Mr. M. Smith will get together and finalize the draft.**

**Evaluation Shifts:** This has to do with the "every five-year assessment review" for taxes. Mr. C. Smith recommends tabling this discussion until Campton and Thornton numbers are finalized.

**Heat Recovery Ventilators:** An HRV has been installed and is operating for the Ladies Locker Room.

#### Financials:

**District Operations:** Mr. C. Smith suggested we need to manage warrant budget items from 2019 that are allowed to be spent as late as 2020 or 2021. If the funds are spent in 2019, fine. If not, they have to be separated or identified somehow.

**Water Department:** Mr. C. Smith reported that we installed pressure transducer logger at Hodgeman Hill. A few Saturday's the pressure dropped below an acceptable level. The pressure sensor will be moved to get a better gauge of whether the issue is usage on the village district main line or if the 1" line to the 37 condo units is undersized or both.

**Rec. Fund:** Mr. C. Smith reported that stronger numbers at the Ski Area have offset the loss in revenue from not booking weddings.

**Friends of Campton Mountain:** Nothing to report.



# WATERVILLE ESTATES VILLAGE DISTRICT

## August 28, 2019 MEETING MINUTES

### DRAFT

4

#### New Business:

**Mountain Biking and Entering Property at Your Own Risk:** Mr. M. Smith reported that New Hampshire laws limit landowner liability for outdoor recreation on landowner property. Our insurance pool risk adjuster felt these protections were ironclad. The only requirement is that we inspect any constructed features and maintain them keeping records of the maintenance and quarterly inspections.

**The Town of Campton's Road Manager:** Mr. Griffiths stated that we need to contact our selectman as they are inhibiting the road manager's execution of his work. The position was formerly a voted position and is now an appointed position allowing the selectmen to monitor and control what projects he does. As an example, Goose Hollow was scheduled to be paved, but now Butch is not being allowed to complete that project. Mr. Marks pointed out that given typical voter turnout, the 120 odd registered votes in the WEVD could have a large impact on who the next selectman are. **Mr. Marks asked that a constant contact message be sent out notifying WEVD residents when the next selectman's meeting is.**

**Post Office Mailbox Changes:** Mr. Tole was advised that when he recently moved, the post office advised him that the box belongs to an address, not an individual. In fact, they want a box per residence and a parcel delivery management system. **Mr. Tole is trying to get the post office to go back to the old method where full time residents had box priority.**

#### Old Business:

**Replacement Cost of Groomer:** Mr. C. Smith still needs to investigate.

**Reserve Advisors:** Mr. Marks will ask the WEA board to pay for half. This will be discussed at the WEA Board meeting on September 14<sup>th</sup>, 2019.

#### Guest Business:

**Weeping Birches:** Mr. Spinney asked if any communication had been sent to the Town of Thornton regarding the road. Mr. Bujalski said that he believed, per John March, a deed modification was going to be required to finalize the issue.

**Auditor Recommendations:** Mr. Zulli asked if we had adopted the changes recommended by the auditor based on their review of our 2017 financials. Mr. C. Smith said that he would be happy to review the items with Mr. Zulli.

# WATERVILLE ESTATES VILLAGE DISTRICT

## August 28, 2019 MEETING MINUTES

### DRAFT

**Tennis Courts:** Mr. Ketchum asked about whether the tennis courts were going to be repaired. Mr. C. Smith advised that it has been discussed in the long-term planning committee meetings and that we had three years to execute this work.

**Outdoor Hot Tub Pool Tiles:** Mr. Ketchum asked when loose tiles would be repaired. Mr. C. Smith indicated that it was planned for after the peak rec center season.

**Set next meeting:** Friday, September 27th, 2019, 3:00 PM

**Executive Session:** No Executive Session was requested.

**Adjournment:** Mr. Tole motioned, Mr. Griffiths seconded, commissioners approved 4:42 PM

## TREASURER'S REPORT

### ACCOUNT BALANCES as of SEPTEMBER 19, 2019

**DISTRICT OPERATING ACCOUNTS**

Northway Operating Account	116,967.63
<u>MVSB Operating Account</u>	<u>437,141.08</u>
Total Operating Accounts	554,108.71

**WATER DEPARTMENT OPERATING ACCOUNT**

Northway Operating Account	47,632.57
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**REC. FUND OPERATING ACCOUNT**

Northway Operating Account	172,738.88
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**FRIENDS OF CAMPTON MT ACCOUNT**

Northway Account	43,784.01
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**TREASURER'S REPORT**  
**TAX COLLECTIONS as of SEPTEMBER 19, 2019**

<b>CAMPTON</b>	<b>APPROPRIATION</b>	<b>BALANCE</b>
<b>2015 -</b>	<b>985,422</b>	<b>334,412.72</b>
<b>2016 -</b>	<b>985,552</b>	<b>11,088.52</b>
<b>2017 -</b>	<b>976,757</b>	<b>1,098.48</b>
<b>2018 -</b>	<b>1,069,955</b>	<b>33,772.90</b>
<b>2019 -</b>	<b>We have received \$ 495,570.30</b>	

**THORNON**

<b>2016 -</b>	<b>290,944</b>	<b>1,426</b>
<b>2017 -</b>	<b>299,741</b>	<b>0</b>
<b>2018 -</b>	<b>324,690</b>	<b>3,441.83</b>
<b>2019 -</b>	<b>We have received \$120,666</b>	

## TREASURER'S REPORT OUTSTANDING WATER ACCOUNTS

	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Abbakm Realty Trust	2.04	4.01	200.00	0.00	206.05
Bagge, Patrick & Susan	2.04	4.01	200.00	0.00	206.05
Borges, Daniel & Paula	2.04	4.01	200.00	0.00	206.05
Breton, Randy & Denise	2.04	4.01	200.00	0.00	206.05
Brown, Scott & Sheila	2.04	4.01	200.00	0.00	206.05
Carolyn C. Erickson Trust	2.04	4.01	200.00	0.00	206.05
Connolly, Mary	2.04	0.01	0.00	0.00	2.05
Connors, Robert	2.04	0.00	0.00	0.00	2.04
Crowley, Robert & Patricia	3.06	6.02	0.00	116.01	125.09
Davies, Peter & Joni	2.04	4.01	200.00	0.00	206.05
Dicecca, Camillo	2.04	4.01	200.00	24.00	230.05
Diefenbach, Robert	0.00	4.01	0.00	0.00	4.01
Durnan, Peter & Fischer, Kristen	2.04	4.01	200.00	0.00	206.05
Eliseeva, Alexey & Marie	2.04	4.01	200.00	0.00	206.05
Flynn, Alexander & Michelle	2.04	4.01	200.00	2.04	208.09
Fritz, Jeremy & Jaclyn	2.04	4.01	200.00	0.00	206.05
Gallison, Kenneth & Kaley	2.04	4.01	200.00	0.00	206.05



## TREASURER'S REPORT OUTSTANDING WATER ACCOUNTS

Germani, Mark	0.00	4.01	0.00	0.00	4.01
Griffiths, Andrew & Elizabeth	2.04	4.01	200.00	0.00	206.05
Hale, Sharon	2.04	4.01	200.00	0.00	206.05
Hammond, Craig W. & Sylvia C.	2.04	0.00	0.00	0.00	2.04
Heiplik, Heipikova & Navratil	2.04	4.01	200.00	0.00	206.05
Hicks, Kristin	2.04	4.01	200.00	0.00	206.05
Hines, Michael & Kara	2.04	0.00	0.00	0.00	2.04
Hirbour, Charles & Gail	2.02	3.97	198.02	0.00	204.01
Keegan	4.08	8.02	200.00	222.03	434.13
Kelleher, Dennis	4.08	8.02	200.00	224.00	436.10
Kierce, Christopher & Amanda	2.04	4.01	200.00	0.00	206.05
Kikel, Erich & Annie	2.04	4.01	200.00	0.00	206.05
Kikkert, Russ & Jillian	2.04	0.00	0.00	0.00	2.04
King Ranch Realty Trust	2.04	4.01	200.00	0.00	206.05
Kniffin Living Trust	2.04	0.00	0.00	0.00	2.04
Krieg, Charles & Tullo, James	0.02	2.06	0.00	0.00	2.08

## TREASURER'S REPORT OUTSTANDING WATER ACCOUNTS

Kusiak, Denis	2.04	4.01	200.00	0.00	206.05
Mahoney Jr., John	2.04	4.01	200.00	0.00	206.05
Martin, Daniel & Nancy	2.04	4.01	199.93	0.00	205.98
Maynard, Mark, Leonard & Hope	2.04	4.01	200.00	0.00	206.05
McCaughey, James & Stephanie	2.04	4.01	200.00	2.37	208.42
McDorr, Thomas & Pamela & Gabree	2.04	4.01	200.00	0.00	206.05
Mellen, Robert Sr. Trust	2.04	4.01	200.00	0.00	206.05
Murphy, Brian & Michelle	2.04	4.01	200.00	0.00	206.05
Murphy, Carline Seide	4.08	8.02	200.00	224.00	436.10
Murphy, Stephen- House 1					
Murphy, Stephen- House 2	2.04	8.02	200.00	2.04	212.10
Murphy, Stephen- House 1 - Other	1.83	8.02	179.88	2.04	191.77
Total Murphy, Stephen- House 1	3.87	16.04	379.88	4.08	403.87
Nordbeck, Timothy & Michelle	2.04	4.01	200.00	0.00	206.05
Paino, Ann Marie	2.04	4.01	200.00	0.00	206.05
Patti, Anthony & Maureen	2.04	0.00	0.00	0.00	2.04
Payne, Edward	2.04	4.01	200.00	0.00	206.05
Reynolds, Linda & James	2.04	4.01	200.00	0.00	206.05
Richez, Philippe & Nathalie	1.15	0.00	0.00	0.00	1.15
Russell, David	2.04	4.01	200.00	0.00	206.05

## TREASURER'S REPORT OUTSTANDING WATER ACCOUNTS

Seward, Nancy	2.04	4.01	200.00	0.00	206.05
Sexton Family Trust	2.04	4.01	200.00	0.00	206.05
Stanley & Cardullo	2.04	0.00	0.00	0.00	2.04
Strong, Derrick	4.08	8.02	200.00	224.00	436.10
Sweeney, Christopher	2.04	4.01	200.00	0.00	206.05
Taylor, Richard & Jodine	2.04	0.00	0.00	0.00	2.04
Uminsky, Todd	2.04	4.01	200.00	0.00	206.05
Walker, William	2.04	0.00	0.00	0.00	2.04
Wholey, Shawn & Carla	2.04	0.00	0.00	0.00	2.04
TOTAL	124.36	216.57	8,777.83	1,042.53	10,161.29



September 16, 2019

Mr. Corey Smith  
Manager, Waterville Estates  
562 Winter Brook Rd  
Campton NH 03223-

Dear Mr. Smith:

The Growth Coordinator for the United States Postal Service (USPS) Northern New England (NNE) District is the manager responsible for coordinating establishment of all mail delivery points for residential and business developments this district. The NNE District oversees all postal operations in Maine, New Hampshire and Vermont.

On behalf of the NNE District Growth Coordinator, my goal in contacting you today is to share important information regarding the establishment of mail delivery for Waterville Estates. USPS needs the managers of homeowner associations such as Waterville Estates to plan and provide for the appropriate establishment of mail delivery and to secure the required postal approvals, so that all residents, temporary and permanent, have access to the mail delivery to which they are entitled.

Unfortunately, we often find that local officials, residential developers and association managers are under some misimpressions about this issue. The purpose of this outreach is to provide current USPS regulations on this subject and to eliminate any confusion which may exist about responsibility for the different elements involved in establishing mail delivery, such as mail box installations and the placement and location of delivery points.

Although U.S. Postal Service regulations allow residents and businesses one free form of mail delivery, determinations about the mode of delivery – which means where and how mail delivery points are established – are USPS decisions, not local, state or customer ones. As authorized by the Congress of the United States, according to the federal statutes which govern our agency, **the mode of delivery is determined by the U.S. Postal Service in its sole discretion.**

The mode of delivery includes the following:

- Type of mail box used
- Location of the mail box for each delivery address

The Domestic Mail Manual (DMM) of the United States specifies that the purchase, installation, maintenance and replacement of authorized mail receptacles used by customers for mail delivery are not the responsibility of the USPS. However, the DMM further states that **the location of a mail box installation must be authorized and approved in advance by the local Postmaster or District designee before any mail delivery is established or will begin.**

USPS HQ requires us to establish the most cost-effective, operationally efficient and safest delivery mode and location possible. For these reasons, centralized delivery service is now required for mail delivery in all housing developments and homeowner associations under current USPS headquarter regulations.

**Please be aware that Centralized delivery, via cluster box unit (CBU), has already been established as the mode of delivery for Waterville Estates, and no curbside delivery will be granted to any residents there accordingly.** Please make sure all residents are aware of this fact so that they do not incur the unnecessary cost of buying and installing individual residential curbside mail boxes. USPS is not going to deliver to any curbside boxes there.

Since USPS has already established Centralized delivery to cluster box units (CBUs) as the mode of delivery for Waterville Estates, the homeowner's association needs to install enough mail boxes in CBUs to accommodate the total number of mail recipients residing there. For some unknown reason when the project was initially designed, developers did not plan or provide enough mail receptacles in the CBU for each address. The Postmaster advised that there are only about 100 boxes available for the more than 500 homes in Waterville Estates. That number is not adequate to meet the mail delivery needs of all the residents there, since each address is entitled to mail delivery under USPS regulations.

**Under USPS regulations, the homeowners association is responsible for installing enough CBU mail receptacles to be permanently labeled for each address where Centralized delivery via CBU has been established.** Under USPS rules, seasonal homes to which a town has assigned an address (building number and street name) are entitled to mail delivery the same as addresses of permanent residents. When residents pay fees and taxes to an association, as in Waterville Estates, provisions for mail delivery are normally included along with residential services such as lawn mowing, plowing, and upkeep of common buildings. As the Manager of Consumer and Industry Contact, I am unaware of any other homeowner association or development in our three state district which has not provided enough CBU receptacles for mail delivery to all addresses as one of the essential services which all residents receive.

While on the subject of mail delivery, there is another problem at Waterville Estates which I would like to address. Currently, at Waterville Estates, the CBU mail boxes are not permanently assigned to individual building addresses, as occurs in all other homeowner associations and developments. As people buy and sell homes or rent them seasonally or occasionally at Waterville Estates, mail box numbers and assignments are frequently changed, such that carriers do not necessarily know which address is assigned to which box.

When carriers cannot determine which box belongs to which address, mail may be delivered to the wrong party, delayed or be Undeliverable as Addressed. **As soon as possible, please stop reassigning individual boxes to different addresses whenever someone moves, buys, sells, or rents a home in Waterville Estates.** As a result of the current system, important mail not reach residents as intended because USPS doesn't know where to deliver it. We get paid by the senders of mail to deliver mail as addressed, but if it unclear where a recipient's box is located or if they have a box assigned at all, it is our obligation to return the mail to sender in order to notify mailers that we could not execute the delivery for which they paid.

**The best way for USPS to ensure that mail delivery is accurate and timely is for individual mail boxes to be labeled for each address and numbered only once and permanently.** When doing that box numbering and assigning, we ask that the CBU assignments are arranged in a logical or numerical order that we can add to our mail sorting machine software. Once permanent box assignments are assigned to each address, those CBU receptacles should remain unchanged, even if the names associated with a box's address may change over time. **Once the association has purchased, installed and assigned a CBU receptacle for each address, the association's involvement in establishing mail delivery for the residents is done, once and for all.** The Postmaster will handle all the keys and fix the locks when necessary, and USPS will deliver the daily mail quickly and accurately as addressed.

I urge you to give the matter of installing additional CBU receptacles to establish mail delivery for all the addresses in your association your urgent attention. This is a wise course of action to take. Winter is fast approaching and installation of a mail building or additional mail receptacles will be problematic once the ground freezes. Wall boxes in a building dedicated to mail delivery are also considered Centralized delivery and are used mostly in high-rise buildings. However, given the number of homes there, you may want to consider adding a centralized mail room or building with enough CBU wall boxes and parcel lockers under one roof to accommodate the mail delivery needs of the 500 plus addresses. If a centralized mail room or building were created, installing parcel lockers would be an added benefit to residents who receive merchandise, medication and other parcels regularly in the mail.

When parcel lockers are installed (in either a centralized mail room or in the new CBUs when you add them to the USPS approved location), USPS can safely and securely deliver packages at Waterville Estates without any management personnel having to receive or handle them. When parcel lockers exist, the carrier places a key inside the address's locked mail receptacle, and the resident uses the key to retrieve parcels from the locker. Only the recipient to whom the key has been delivered can access the locker, but all residents will be eligible to have parcels delivered into lockers once they are installed. Centralized delivery equipment improves delivery efficiency while also providing a secure space, shielded from the weather, in which to deliver packages. Both are great benefits.

Managers seeking mail delivery for all residents at Waterville Estates should contact the local postmaster to determine the specific locations where additional CBUs must be established. **For USPS to serve mail recipients with utmost efficiency and safety, securing USPS approval in advance of the CBU installation to establish any mail delivery is required.** It will also prevent mail service delays down the road and will preclude any unplanned costs related to reinstalling mail receptacles a second time if they were not installed correctly initially. USPS finds that having to relocate a CBU is sometimes the unfortunate and costly result of managers not contacting USPS first regarding mail delivery point locations and modes.

For the most current information about this issue, please follow this link, which is the usps.com *Delivery Growth Management* site:  
<https://about.usps.com/what-we-are-doing/current-initiatives/delivery-growth-management/welcome.htm>

The *Developers Guide*, which can be found on the site, provides more information about the types of USPS-approved mailbox equipment options and CBUs which are commercially

available and includes other details about mail delivery planning. Please feel free to share this information with other decision makers at Waterville Estates.

Should you have any additional questions, please feel free to contact me directly by telephone at (207) 482-7207. Thank you for your anticipated cooperation and assistance in helping USPS share this important information with at Waterville Estates who need to know. We look forward to working cooperatively with you to plan and establish mail delivery service for all of the residents at Waterville Estates as soon as possible.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lesley A. Blithen', with a long, sweeping horizontal line extending to the right.

Lesley A. Blithen  
Manager, Consumer & Industry Contact  
USPS Northern New England District

cc: Postmaster  
Manager, Post Office Operations

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
Incom e			
1100.0 · WE Village District Income			
1106 · TAXES			
1105 · Campton Taxes			
1105.6 · Prior Campton Taxes	500,904.02		
1105.7 · Current YR Campton Taxes	495,570.30		
3190.1 · Campton Interest	6,200.84		
Total 1105 · Campton Taxes	1,002,675.16		
1106.6 · Thornton Taxes			
1106.5 · Prior Thornton Taxes	171,237.17		
1106.7 · Current YR Thornton Taxes	120,666.00		
3190.2 · Thornton Interest	2,899.47		
Total 1106.6 · Thornton Taxes	294,802.64		
Total 1106 · TAXES	1,297,477.80		
Total 1100.0 · WE Village District Income	1,297,477.80		
3502 · MISCELLANEOUSE REVENUES			
3502.1 · Northway Interest	48.98		
3502.2 · Meredith Bank Interest	472.31		
3503 · Miscellaneous income	36,495.22		
Total 3502 · MISCELLANEOUSE REVENUES	37,016.51		
Total Income	1,334,494.31		



# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
Expense			
3000.0 · WE Village District Expenses			
3316 · Capital Pres/ Growth & New			
4312.33 · Cap- New Paving	10,347.00	58,000.00	(47,653.00)
4520.20 · Cap - Computer Replacement	2,579.00	9,459.00	(6,880.00)
4520.21 · Cap - Exercise Equipment	0.00	15,000.00	(15,000.00)
4520.22 · Cap. - Exterior Ren. Fence	11,318.37	5,000.00	6,318.37
4520.23 · Cap - Men's Locker Room Shower	35.00	8,000.00	(7,965.00)
4520.24 · Cap - Ladies Locker Room Floor	11.25	16,000.00	(15,988.75)
4520.25 · Cap - Interior Renovations	2,056.14	10,000.00	(7,943.86)
4520.26 · Cap - Septic System Pumps	2,300.00	15,455.00	(13,155.00)
4520.27 · Cap - HVAC Repairs	6,763.11	10,000.00	(3,236.89)
4520.28 · Cap - Asphalt Shingles Rec Cent	19,003.00	20,000.00	(997.00)
4520.29 · Cap - Rec. Center Security Syst	740.99	10,000.00	(9,259.01)
4520.30 · Cap - Tennis/ Basketball Courts (Resurfacing replacement)	419.36	50,000.00	(49,580.64)
4520.31 · Cap-Exterior Finish - Painting	1,781.88	15,000.00	(13,218.12)
4520.32 · G & N - ADA	43.20	3,000.00	(2,956.80)
Total 3316 · Capital Pres/ Growth & New	57,398.30	244,914.00	(187,515.70)
4100 · GENERAL GOVERNMENT			
4130 · WEVD Administration			
4130.2 · WEVD Manager	62,115.56	85,000.00	(22,884.44)
4130.3 · Assistant Manager	49,905.81	66,000.00	(16,094.19)
Total 4130 · WEVD Administration	112,021.37	151,000.00	(38,978.63)
4130.1 · Total WEVD Administration			

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
4130.4 · Retirement Contribution	12,487.11	8,592.00	3,895.11
4130.5 · Health Reimbursement	5,229.56	7,356.00	(2,126.44)
4155.1 · Social Security	6,549.87	9,457.00	(2,907.13)
4155.2 · Medicare	1,559.87	2,205.00	(645.13)
4155.3 · NH Unemployment	109.40	140.00	(30.60)
4196.1 · Other Deductible Reimbursements	2,898.31	17,322.00	(14,423.69)
4196.2 · Health Insurance	18,973.28	38,072.00	(19,098.72)
4196.3 · Workers Comp Ins	15,212.89	21,700.00	(6,487.11)
4196.4 · Dental Ins	921.60	1,382.00	(460.40)
4196.5 · Bonuses			
4196.6 · Payroll Taxes	0.00	811.00	(811.00)
4196.5 · Bonuses - Other	0.00	9,948.00	(9,948.00)
Total 4196.5 · Bonuses	0.00	10,759.00	(10,759.00)
4199.12 · Travel Reimbursement	110.90	140.00	(29.10)
Total 4130.1 · Total WEVD Administration	64,052.79	117,125.00	(53,072.21)
4150.1 · Accounting/Taxes/Audit	21,845.00	7,877.00	13,968.00
4153.1 · Legal / Consulting	11,302.92	13,297.00	(1,994.08)
4196.7 · Insurances	27,178.48	26,497.00	681.48
4197.1 · Advertisements	290.16	57.00	233.16
4199.10 · Licenses/Fees	1,381.50	594.00	787.50
4199.11 · Cellular Phones	720.00	1,080.00	(360.00)
4199.2 · Commissioners Stipend & Expense	1,173.40	3,711.00	(2,537.60)
4199.3 · Telephones	660.95	1,582.00	(921.05)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
4199.4 · Repeaters /Radios	0.00	1,636.00	(1,636.00)
4199.5 · Computer Services	800.00	6,000.00	(5,200.00)
4199.6 · Postage	391.48	741.00	(349.52)
4199.7 · Uniforms	762.07	545.00	217.07
4199.8 · Bank/Finance Charge	280.00	300.00	(20.00)
4199.9 · Payroll Expenses	838.45	91.00	747.45
4311.1 · Office Supplies	1,854.51	4,000.00	(2,145.49)
4311.2 · Taxes/Fees/Charges	865.55	1,412.00	(546.45)
Total 4100 · GENERAL GOVERNMENT	246,418.63	337,545.00	(91,126.37)
4520.33 · Rec Fund Contingency	0.00	61,000.00	(61,000.00)
4520.34 · Ski Area Operation Off Set	0.00	33,000.00	(33,000.00)
Total 3000.0 · WE Village District Expenses	303,816.93	676,459.00	(372,642.07)
4220 · PUBLIC SAFETY			
4220.1 · Alarm, Fire & Water	3,305.47	4,521.00	(1,215.53)
4220.2 · Safety Supplies	121.87	2,755.00	(2,633.13)
4220.3 · Fire & Security	6,171.79	7,911.00	(1,739.21)
Total 4220 · PUBLIC SAFETY	9,599.13	15,187.00	(5,587.87)
4312 · HIGHWAYS & STREETS			
4312.01 · Roads	24,574.34	66,189.00	(41,614.66)
4312.02 · Seasonal Plowing	7,489.66	7,638.00	(148.34)
4312.03 · Contractor Plowing	22,882.00	16,942.00	5,940.00
4312.04 · Payroll Taxes	2,831.88	5,917.00	(3,085.12)
4312.05 · Health Insurance	6,282.56	9,424.00	(3,141.44)
4312.06 · Dental Insurance	460.80	691.00	(230.20)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
4312.08 · Travel Expense	54.00	411.00	(357.00)
4312.10 · Calcium/Magnesium Chloride	0.00	3,272.00	(3,272.00)
4312.11 · Cold Patch	0.00	3,000.00	(3,000.00)
4312.12 · Roadside Mowing/Sweeping	2,325.00	6,000.00	(3,675.00)
4312.13 · Culvert Expense	3,405.00	2,261.00	1,144.00
4312.14 · Road Sand & Salt	11,841.25	18,540.00	(6,698.75)
4312.15 · Equipment Rental	1,228.36	3,956.00	(2,727.64)
4312.16 · Equipment Repair	6,259.15	1,412.00	4,847.15
4312.17 · Misc. Projects	3,744.50	3,390.00	354.50
4312.18 · Diesel Fuel	6,616.34	22,604.00	(15,987.66)
4312.19 · Plow Gear & Sanders	0.00	5,000.00	(5,000.00)
4312.20 · Oil & Filters	576.18	565.00	11.18
4312.21 · Maintenance & Tune-ups	80.00	5,454.00	(5,374.00)
4312.22 · Osh Kosh Repairs	1,545.70	2,261.00	(715.30)
4312.23 · Truck Repairs	16,711.67	6,543.00	10,168.67
4312.24 · Back Hoe Repair	514.68	7,634.00	(7,119.32)
4312.25 · Body Maintenance	0.00	2,500.00	(2,500.00)
4312.26 · Tires	0.00	3,817.00	(3,817.00)
4312.27 · Shop supplies	2,486.73	4,521.00	(2,034.27)
4312.28 · Small Tools/Equipment	2,447.96	3,817.00	(1,369.04)
4312.29 · Large Equipment/Tools	294.96	1,527.00	(1,232.04)
4312.30 · Grader Repairs	0.00	3,390.00	(3,390.00)
4312.31 · Shop Electricity	1,650.93	3,390.00	(1,739.07)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
4312.32 · Shop Heat	2,841.83	3,272.00	(430.17)
4312.9 · Misc. Material & Supplies	543.89	19,213.00	(18,669.11)
4319.1 · Consulting	468.75	25,000.00	(24,531.25)
4319.2 · Cell Phone	200.00	300.00	(100.00)
Total 4312 · HIGHWAYS & STREETS	133,618.38	274,468.00	(140,849.62)
4520 · CULTURE & RECREATION			
4520.01 · Building Wages	45,224.57	62,462.00	(17,237.43)
4520.02 · Payroll Taxes	3,539.93	4,961.00	(1,421.07)
4520.03 · Health Insurance	6,282.56	9,424.00	(3,141.44)
4520.04 · Dental Insurance	460.80	691.00	(230.20)
4520.05 · Retirement	3,324.03	5,029.00	(1,704.97)
4520.06 · Travel	27.50	225.00	(197.50)
4520.10 · Building Equipment Repairs	5,897.59	15,420.00	(9,522.41)
4520.11 · Cell Phone	200.00	300.00	(100.00)
4520.12 · Ski Area Insurance	9,999.00	18,530.00	(8,531.00)
4520.13 · Snowcat Repairs & Maint	5,255.86	21,445.00	(16,189.14)
4520.14 · Building Infrastructure	19,118.67	30,537.00	(11,418.33)
4520.15 · Employee Training	815.32	332.00	483.32
4520.16 · Pool Repair & Maint	2,278.09	5,255.00	(2,976.91)
4520.17 · Outdoor Lighting	797.00	764.00	33.00
4520.18 · Building Electric	40,051.25	66,707.00	(26,655.75)
4520.19 · Building Heat	31,968.10	67,766.00	(35,797.90)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
4520.7 · Ski Area Repairs and Maint.	23,228.48	43,100.00	(19,871.52)
4520.8 · Kitchen Equipment Repairs	1,822.32	5,140.00	(3,317.68)
4520.9 · Maintenance Supplies	586.40	3,084.00	(2,497.60)
Total 4520 · CULTURE & RECREATION	200,877.47	361,172.00	(160,294.53)
4914 · WATER DIST & TREATMENT			
4914W · Contribution to Water Dept.	162,000.00		
Total 4914 · WATER DIST & TREATMENT	162,000.00		
Total Expense	809,911.91	1,327,286.00	(517,374.09)
Net Ordinary Income	524,582.40	(1,327,286.00)	1,851,868.40
Net Income	524,582.40	(1,327,286.00)	1,851,868.40

## WATER DEPARTMENT BUDGET as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
Income			
3301 · Credit Card Processing Fee	187.98		(187.98)
3401 · Finance Charges	546.55		(546.55)
3401.1 · Contribution from General Fund	162,000.00	295,558.00	133,558.00
3503 · Misc. Income	0.00		0.00
3503.1 · Interest Income	1.48		(1.48)
3914W · Water Fee	102,605.80	103,200.00	594.20
Total Income	265,341.81	398,758.00	133,416.19
Gross Profit	265,341.81	398,758.00	133,416.19
Expense			0.00
2011 · Growth & New			0.00
4909.1 · G&N - Water Line Upgrade	5,290.00	90,000.00	84,710.00
4909.2 · G & N - New Wells	2,079.19	90,000.00	87,920.81
Total 2011 · Growth & New	7,369.19	180,000.00	172,630.81
4300 · Water Dist & Treatment			0.00
4332.1 · System Repairs, Materials, Supply	69,375.31	44,501.00	(24,874.31)
4332.10 · Water System Propane	164.00		(164.00)
4332.11 · Generator Maintenance	5,364.08	5,454.00	89.92
4332.12 · Licenses/fees/education	1,060.65	1,582.00	521.35
4332.13 · Finance Charges	613.29		(613.29)
4332.2 · Water Testing - DES	552.00	2,572.00	2,020.00
4332.3 · Leak Repairs	16,150.00	17,449.00	1,299.00
4332.4 · Engineering	98.00	8,180.00	8,082.00

# WATER DEPARTMENT BUDGET as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
4332.5 · Equipment Rental	0.00	1,130.00	1,130.00
4332.6 · Telemetry	4,993.75	8,725.00	3,731.25
4332.7 · Misc. Projects	0.00	8,725.00	8,725.00
4332.8 · Subscriptions/Dues	127.26	1,412.00	1,284.74
4332.9 · Water System Electricity	62,658.41	72,001.00	9,342.59
4335.1 · Water Treatment Chemicals	2,212.65	9,041.00	6,828.35
Total 4300 · Water Dist & Treatment	163,369.40	180,772.00	17,402.60
4700 · Debt Service			
4711 · Water Upgrade Principle	37,081.49	37,081.00	(0.49)
4721 · Water Upgrade Interest	904.50	905.00	0.50
Total 4700 · Debt Service	37,985.99	37,986.00	0.01
Total Expense	208,724.58	398,758.00	190,033.42
Net Income	56,617.23	0.00	(56,617.23)



# REC. FUND BUDGET as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
Income			
9000.1 · Facility Rental	345,785.52	376,860.00	-31,074.48
9000.2 · Facility Services	28,679.08	3,560.00	25,119.08
9000.3 · Tax Supplement Income	0.00	61,000.00	-61,000.00
9000.4 · Ski Area Offset	0.00	33,000.00	-33,000.00
9000.5 · Bank Interest	5.00	10.00	-5.00
9001 · Recreation Income			
9001.01 · CC Processing Fee Income	52.79	300.00	-247.21
9001.3 · Vending - Games	834.00	600.00	234.00
9001.4 · Vending - Soda	306.50	800.00	-493.50
9001.5 · Vending - Snacks	169.25	250.00	-80.75
9001.6 · GM Income	3,255.89	5,000.00	-1,744.11
9001.7 · Tanning	285.81	200.00	85.81
9001.8 · Misc. Income	3,467.43	30.00	3,437.43
9001.9 · Movie Rental	24.00	30.00	-6.00
Total 9001 · Recreation Income	8,395.67	7,210.00	1,185.67
9002 · Food & Beverage Income			
9002.1 · Soda & Non Alocoholic Bev Income	4,432.20	5,000.00	-567.80

# REC. FUND BUDGET as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
9002.2 · Food Income	40,155.02	38,570.00	1,585.02
9002.3 · Liquor Income	52,986.51	52,620.00	366.51
9002.4 · Beer Income	36,572.86	45,300.00	-8,727.14
9002.5 · Wine Income	5,684.61	6,331.00	-646.39
Total 9002 · Food & Beverage Income	139,831.20	147,821.00	-7,989.80
9003 · Campton Mt. Income			
9003.1 · Campton Mt. Fund Raiser	17,648.00	8,000.00	9,648.00
9003.2 · Ski Tickets	42,943.00	30,561.00	12,382.00
9003.3 · Ski Lessons	980.00		
9003.4 · Food	40,293.05	43,236.00	-2,942.95
9003.5 · Non Alcohol Beverages	4,761.91	5,067.00	-305.09
9003.6 · Liquor	27,878.88	26,578.00	1,300.88
9003.7 · Beer	26,599.20	32,441.00	-5,841.80
9003.8 · Wine	6,781.07	7,235.00	-453.93
9003.9 · Campton Mt. Bank Interest	2.10	1.00	1.10
Total 9003 · Campton Mt. Income	167,887.21	153,119.00	14,768.21
9004 · Events & Functions Income			
9004.1 · Events Income	224.22	2,000.00	-1,775.78
9004.2 · Catering & Function Income			
9004.01 · Room Rental	600.00	2,000.00	-1,400.00
9004.02 · General Income	2,367.00	28,870.00	-26,503.00
9004.04 · Food	2,568.79	29,975.00	-27,406.21

# REC. FUND BUDGET as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
9004.05 · Beer	923.65	5,000.00	-4,076.35
9004.06 · Liquor	1,887.15	36,000.00	-34,112.85
9004.07 · Wine	407.16	1,900.00	-1,492.84
9004.08 · Non Alcohol Beverages	114.83	200.00	-85.17
Total 9004.2 · Catering & Function Income	8,868.58	103,945.00	-95,076.42
Total 9004 · Events & Functions Income	9,092.80	105,945.00	-96,852.20
Total Income	699,676.48	888,525.00	-188,848.52
Cost of Goods Sold			
9005 · Cost of Goods Sold			
9005.02 · Events Food	804.56		
9005.03 · Campton Mt. Fund Raiser Food	451.14	1,600.00	-1,148.86
9005.04 · General Merchandise	1,136.72	2,000.00	-863.28
9005.06 · Vending - Soda	1,630.80	1,500.00	130.80
9005.07 · Food	35,954.43	35,000.00	954.43
9005.08 · Non Alcohol Beverages	5,797.81	7,200.00	-1,402.19
9005.09 · Beer	25,062.85	25,750.00	-687.15
9005.10 · Liquor	23,584.50	24,000.00	-415.50
9005.11 · Wine	7,407.69	6,800.00	607.69
9005.12 · Bar Supplies	1,814.31	5,000.00	-3,185.69
9005.13 · Catering & Functions			
9005.14 · Food	30.03	9,070.00	-9,039.97
9005.15 · Bar Supplies	0.00	150.00	-150.00

# REC. FUND BUDGET

## as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
9005.16 · Other Supplies	0.00	100.00	-100.00
Total 9005.13 · Catering & Functions	30.03	9,320.00	-9,289.97
Total 9005 · Cost of Goods Sold	103,674.84	118,170.00	-14,495.16
Total COGS	103,674.84	118,170.00	-14,495.16
Gross Profit	596,001.64	770,355.00	-174,353.36
Expense			
9101 · Business Expenses			
9101.01 · Rec. Admin Wages			
9101.02 · Admin Wages	21,578.50	31,720.00	-10,141.50
9101.03 · Workman Comp	105.61	2,200.00	-2,094.39
9101.04 · Payroll Taxes	1,761.02	629.00	1,132.02
9101.05 · Travel	234.81	550.00	-315.19
9101.21 · Phone	400.00	600.00	-200.00
Total 9101.01 · Rec. Admin Wages	24,079.94	35,699.00	-11,619.06
9101.07 · Copier Lease	1,706.00	1,700.00	6.00
9101.08 · Dues & Subscriptions	930.72	3,500.00	-2,569.28
9101.09 · Office Supplies	3,208.73	4,500.00	-1,291.27
9101.10 · Finance Charges	8,839.95	15,800.00	-6,960.05
9101.11 · Licenses & Fees	5,635.47	7,080.00	-1,444.53
9101.12 · Misc. Expenses	562.27	1,200.00	-637.73
9101.13 · Telephone	3,742.62	6,000.00	-2,257.38

# REC. FUND BUDGET as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
9101.14 · Internet Access	2,034.43	3,500.00	-1,465.57
9101.15 · Advertising	2,316.83	200.00	2,116.83
9101.16 · Postage	551.44	1,000.00	-448.56
9101.17 · Computer Support	9,544.99	7,000.00	2,544.99
9101.18 · Computer Supplies	258.22	1,000.00	-741.78
9101.19 · Cable	1,590.86	2,500.00	-909.14
9101.20 · Payroll Fee	1,357.56	500.00	857.56
Total 9101 · Business Expenses	66,360.03	91,179.00	-24,818.97
9200 · Infrastructure Expenses			
9200.0 · Infrastructure Wages			
9200.01 · Cleaning Wages	59,023.22	89,948.00	-30,924.78
9200.02 · Grounds Wages	3,436.66	16,365.04	-12,928.38
9200.03 · Payroll Taxes	4,689.70	8,263.00	-3,573.30
9200.04 · Health Insurance	6,282.56	9,424.00	-3,141.44
9200.05 · Dental Insurance	460.80	691.00	-230.20
9200.06 · Retirement	3,043.55	4,281.00	-1,237.45
9200.07 · Travel	343.26	200.00	143.26
9200.08 · Cell Phone	200.00	300.00	-100.00
9200.09 · Employee Education	305.00	305.00	0.00
9200.10 · Criminal Record	50.00	50.00	0.00
Total 9200.0 · Infrastructure Wages	77,834.75	129,827.04	-51,992.29
9200.11 · Equipment Rental	0.00	200.00	-200.00
9200.12 · Cleaning Supplies	4,715.16	6,000.00	-1,284.84

# REC. FUND BUDGET as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
9200.13 · Pool Chemicals & Supplies	11,517.21	22,500.00	-10,982.79
9200.14 · Other Supplies	1,191.15	2,000.00	-808.85
9200.16 · Pool & Spa Inspection	604.00	250.00	354.00
9200.18 · Carpet Cleaning	250.00	1,500.00	-1,250.00
9200.19 · Pest Control	94.30	2,500.00	-2,405.70
9200.20 · Landscaping	4,483.86	5,000.00	-516.14
9200.21 · Trash Removal	6,164.13	8,000.00	-1,835.87
9200.22 · Outdoor Repairs & Maintenance	1,268.57	700.00	568.57
9200.23 · Paddle Boat Repairs	101.50	600.00	-498.50
Total 9200 · Infrastructure Expenses	108,224.63	179,077.04	-70,852.41
9300 · Campton Mt. Expenses			
9300.01 · Ski Area Wages			
9300.02 · Ski Bartender Wages	9,379.23	10,220.00	-840.77
9300.03 · Cook Wages	17,787.32	24,266.04	-6,478.72
9300.04 · Lifties & Patrol Wages	24,736.03	24,785.00	-48.97
9300.05 · Trail Grooming Wages	1,718.14	4,690.00	-2,971.86
9300.06 · Ski Instructor Commission	644.98		
9300.07 · Payroll Taxes	6,014.16	5,588.00	426.16
9300.08 · Criminal Record	250.00	200.00	50.00
9300.1 · Ski Cleaning Wages	1,516.41	3,706.00	-2,189.59
Total 9300.01 · Ski Area Wages	62,046.27	73,455.04	-11,408.77
9300.10 · Building Heat	4,112.10	6,000.00	-1,887.90

# REC. FUND BUDGET

## as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
9300.12 · Cable & Internet	2,704.13	4,300.00	-1,595.87
9300.13 · Bar Supplies	8,299.02	800.00	7,499.02
9300.14 · Kitchen Supplies	1,776.45	5,000.00	-3,223.55
9300.15 · Cleaning Supplies	1,500.29	2,000.00	-499.71
9300.16 · Fund Raising Expenses	7,944.57	7,200.00	744.57
9300.17 · Misc. Expenses	1,433.95	6,500.00	-5,066.05
9300.18 · Mowing	0.00	2,400.00	-2,400.00
9300.19 · Inspections	0.00	2,850.00	-2,850.00
9300.20 · Tickets	1,389.96	2,000.00	-610.04
9300.21 · Trash Removal	2,449.84	5,000.00	-2,550.16
9300.23 · Web Hosting	486.00	400.00	86.00
9300.25 · Electric	10,312.20	16,000.00	-5,687.80
9300.26 · Snowmobile Maintenance	153.92	500.00	-346.08
Total 9300 · Campton Mt. Expenses	104,608.70	134,405.04	-29,796.34
9400 · Skating Pond			
9401 · Jeep Expenses	140.85		
Total 9400 · Skating Pond	140.85		
9500 · Lounge Expenses			
9500.01 · Lounge Wages			
9500.0. · Summer Recreation Person	818.00	5,250.00	-4,432.00
9500.02 · F & B & F Admin Wages	12,788.89	18,463.00	-5,674.11
9500.05 · F & B General Support	2,034.84	2,000.00	34.84
9500.06 · Bartenders	8,949.00	11,280.00	-2,331.00

# REC. FUND BUDGET as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
9500.07 · Kitchen Wages	28,018.71	45,140.00	-17,121.29
9500.08 · Pool Side Servers	944.08	2,040.00	-1,095.92
9500.09 · Event Staff	445.08	1,310.01	-864.93
9500.10 · Health Insurance	10,209.16	18,848.00	-8,638.84
9500.11 · Dental Insurance	748.80	1,382.00	-633.20
9500.12 · Retirement	4,970.97	4,483.00	487.97
9500.13 · Payroll Taxes	6,258.06	7,954.00	-1,695.94
9500.14 · Cell Phone	400.00	600.00	-200.00
9500.15 · Employee Education	303.07	750.00	-446.93
9500.16 · Criminal Record	75.00	300.00	-225.00
9500.17 · Travel	224.40	1,500.00	-1,275.60
Total 9500.01 · Lounge Wages	77,188.06	121,300.01	-44,111.95
9500.19 · Comped & House Charges	799.73	400.00	399.73
9500.20 · Waste Product	1,594.36	1,500.00	94.36
9500.21 · Bar Supplies	2,346.51	2,000.00	346.51
9500.22 · Kitchen Supplies	2,481.91	6,000.00	-3,518.09
9500.24 · Casual Labor	0.00	300.00	-300.00
9500.25 · Meals Tax	21,610.00	27,275.00	-5,665.00
9500.26 · Entertainment	22,200.00	22,000.00	200.00
9500.27 · Event Expenses	6,239.85	10,000.00	-3,760.15
9500.28 · Lounge Supplies	1,179.93	5,000.00	-3,820.07
9500.29 · Laundry & Uniforms	7,428.03	9,000.00	-1,571.97



# REC. FUND BUDGET as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
9500.30 · Rec. Supplies	486.18	1,000.00	-513.82
9501 · Catering & Function			
9501.01 · Catering & Function Staff	297.75	14,298.00	-14,000.25
9501.02 · Payroll Taxes	23.07	2,341.00	-2,317.93
9501.03 · Catering & Function Expenses	323.60	8,000.00	-7,676.40
9501.04 · Wedding Commission	0.00	3,000.00	-3,000.00
9501.05 · Function Rental Expenses	0.00	3,477.00	-3,477.00
9501.06 · Advertisement	6,626.22	12,000.00	-5,373.78
9501.07 · Web Hosting	0.00	2,000.00	-2,000.00
9501.08 · Catering/Function Vendor	160.50	20,000.00	-19,839.50
9501.09 · Wedding Coordinator Allowance	715.04	1,800.00	-1,084.96
Total 9501 · Catering & Function	8,146.18	66,916.00	-58,769.82
Total 9500 · Lounge Expenses	151,700.74	272,691.01	-120,990.27
9600 · Front Desk Expenses			
9600.01 · Front Desk Wages			
9600.02 · Front Desk	52,321.64	85,232.00	-32,910.36
9600.03 · Payroll Taxes	4,228.39	6,732.00	-2,503.61
9600.04 · Travel	0.00	50.00	-50.00
9600.05 · Criminal Record	50.00	50.00	0.00
9600.06 · Cell Phone	200.00	300.00	-100.00
Total 9600.01 · Front Desk Wages	56,800.03	92,364.00	-35,563.97
9600.07 · Purchased Movies	0.00	25.00	-25.00

REC. FUND BUDGET  
as of SEPTEMBER 19, 2019

	ACTUAL	BUDGET	VARIANCE
9600.08 · Front Desk Expense	876.40	1,500.00	-623.60
Total 9600 · Front Desk Expenses	57,676.43	93,889.00	-36,212.57
Total Expense	488,711.38	771,241.09	-282,529.71
Net Income	107,290.26	-886.09	108,176.35

## WATERVILLE ESTATES VILLAGE DISTRICT

### OCTOBER 25, 2019 Meeting Minutes

**Attendees:** Andy Griffiths, Art Marks, Sean Tole, Ted Kunz, Corey Smith, Dave Ketcham, Bruce Lewis-Lewis Engineering, Jim Vernon-Nobis Group

**Guests:** Chris & Kathy Fagas, Mike Hering, Jamin Levassevn-Moriarty Management, Ellen Krag, Bobbi Ketcham, Mark Canfield, Andrea Canfield, Rebecca McElry, Ross Bouchard, Ned McElroy, Linda Ivers, Arnold Goodman, Anthony Patti, Tom Clark, Ed Culver, Harry Bertino, John Herlihy, Loren & Terry Bennett, Terri Tole, Sue McDermott, Jeffrey Hannon, Maureen Patti, Robert Moore, Libby Griffiths, Denise Bujalski

**Call to order:** Mr Marks at 3:08 pm

**Taking of the Minutes/Roll of District Clerk:** Mr Tole presented outline of the Clerk position as defined by the New Hampshire Municipal Association. The taking of the minutes is required at all WEVD meetings when a quorum is present. Right to Know laws apply. The Clerk, or designee, will take the minutes, to be recorded by the Clerk. If the meeting includes voting by registered voters, the Clerk, and only the Clerk, can take the minutes, ie annual meetings. Minutes will be published in a timely fashion, the opinion was 72 hours.

**Review and acceptance of meeting minutes:** September 26, 2019 minutes, motion to approve Mr Tole, 2nd Mr Griffiths, passed

**Water System Discussion:** Mr C Smith introduced Jim Vernon, Nobis Group and Bruce Lewis of Lewis Engineering, who have years of involvement with Waterville Estates water system. Jim gave an overview of the standard well types and which type is currently used here at the Doe Run well site (source-gravel aquifer, type-'T'). He addressed the need for new wells to accommodate capacity due to new housing builds and increased occupancy. How much water do we need? To add or replace wells impacts the type and location (off Snowood or Marden Circle). The State of NH permits the solution which has additional requirements for capacity and required acreage. He continued to discuss pros & cons of each type. A Q&A session followed:

- JH - Is there a capacity issue with wells? JV - Not an issue. Current well type is replenished by Mad River watershed. What about pressure issues? JV - Pressure is not directly a well issue (also related to infrastructure)
- NM - How long is expected life of wells? JV - Not able to determine. Well heads can clog or breakdown depending on mineral deposits. Why or what are the objectives as stated (on the handout)? JV - Replacement is not necessary (but an option). Still trying to decide. It's not a crisis, but best to be proactive
- AG - What is the situation of the aquifer? JV - The Mad River aquifer is gravel and very large, only used by 2 small community systems (Campton & Waterville Valley). The concern would be with the well itself, not the aquifer. Challenge is the older infrastructure and elevations.
- RB - State water quantity of available verses usage. JV - Available water is not a current issue. Peak vs average is very different (for WvE community). There is plenty of water. but growth is a concern. How long (until wells are an issue)? JV - Can't specify, couple years or a couple

decades, not ready to say. Risks also include bacteria at the source (well head) or in distribution (infrastructure). Leaning to add wells, not replace. CS - Decision is also dependant on state (NH) input.

- MH - In summary, we have an unlimited aquifer with National Forest (water) supply. The well's concern is from aging, could existing well be rebuilt? N - Yes, it's an option. Growth is next concern, can we supplement with additional well? N - Yes. Snowood site is a great source, but difficult location and expensive to build. Marden site is bedrock type (less costly build, less water capacity). Trying to preempt issues from growth.
- TB - Is there a master plan for growth of usage and infrastructure upgrades? JV - Plan adds to water main assessment. Pressure comes from gravity and should be consistent except during peak usage (vacations weeks & weekends). Objective is to make infrastructure recommendations based on how many build-able lots and build rate projections to create a master plan.
- RB - What is the stability assessment based on 3-4 breaks to Taylor Drive? N - With year by year upgrades and improvements, its in mixed condition. Break/fix is done with upgrades to size. The system is stable.
- TB - Have master plan ideas been considered? Mr Marks - Yes we have. Currently building a road to Snowood site and are preparing for dug wells at Marden site.
- JH - Seems like you are stabbing in the dark on source of bacteria? Mr C Smith - Not so. We are testing at multiple locations, Community Center and Ski Bowl. Starting a new process to test at the well head site. Why not 100 test sites? CS - Its not practiced in common (similar community systems). I'll defer to Bruce. Bruce Lewis - You have a mid size water system at Waterville Estates. There are pressure issues due to large elevation differences. After 11 months of testing, bacteria was found, but not a major issue. A small amount of chlorine is a best practice. Today's testing is more sensitive and identifies indicator organism, not necessarily a problem. Test the source, ski bowl and Comm Ctr, then test at each break/fix event. State process takes years for backup source.
- NM- What is condition of infrastructure? BL- Roughly 30 years old with a 50 year lifecycle. Of the (water fee) money collected, has any of it been spent on the solution? BL - We are in assessment phase. Any concern over electrical overload, can I review electrical assessment?
- JH - Can anyone tell if pressure drops (at a dwelling)? BL- It would require manual observation to measure at location before and during event.
- MrTole - If tank is full, would you see pressure change (during snowmaking)? BL - There's a 6" main off the tank, would not see any change.
- HB - Snowmaking uses 60 gallons per minute for 8-10 hrs? CS - Yes. It's an 180,000 gallon tank. (*A discussion ensued regarding the operational procedures during snow making*)
- NM - Can we bring in state agency(s) on the water and electrical work completed for snow gun? CS - Yes.

## Treasurer's Report

**Account Balances:** Mr Kunz stated funds are kept in a sweep account which charges \$12 per month fee. This has been stopped.

### DISTRICT OPERATING ACCOUNTS

Northway Operating Account    \$57,179.15

MVSB Operating Account                      \$437,242.84

Total Operating Accounts                      \$494,421.99

WATER DEPARTMENT

Northway Operating Account    \$41,445.82

REC. FUND OPERATING ACCOUNT

Northway Operating Account                      \$138,985 .06

FRIENDS OF CAMPTON MT

Friends of Campton Mt. Account                      \$37,476.29

**Tax Collection:** Tax checks were received from Campton & Thorton.

**Outstanding accounts:**

**Water:** (days) 1-30 \$41.47; 31-60 \$51.94; 61-90 \$96.24; >90 \$4034.26 Total \$4228.51

**Manager's Report** *Mr C Smith*

**Water System:** Hodgman Hill feed: Pressure readings indicate source pressure is adequate, but pressure at the end is not. The fix is in the Hodgman Hill (association) lines. The building supply line is I 1/4 " for 37 units. Pressure readings were taken early Saturday morning during traditional peak usage. Water Quality Reporting: WEVD had a violation in state water quality reporting. A notice will be posted on the doors of each residence. The failure was in the data recording device. Lakes Region did not know of the failure, therefore there is missing data resulting in noncompliance violation. WEVD is unable to report if the levels dropped. £EQA testing is coming up, taken each quarter. State Sanitary Survey was received. It's an assessment of community water systems provided by the State of NH each year. It contained lots of little issues, nothing big.

Mark Canfield endorsed the Water Commission Master Plan, asked for volunteers to assist. Mike Hering & Mr C Smith recommend an engineered plan. WEVD Water Commission has a plan, but next step is a more detailed, engineered plan. Ross Bouchard requested an update on the Comm Ctr drainage issue. Mr C Smith reviewed solution and findings from Rowells (see Sept minutes). Antony Patti asked if monitoring provided PDD and ADD infonnation. Do we know the measurements? Mr C Smith stated that projected flows are estimates, actuals are known. The Estates uses approximately 1 million gallons per week.

**Roads/ Paving:** Paving schedule is behind, will not be able to address unless Bryant has a cancellation. Recommends moving to spring. Staff has been working on the trucks, roads and sanders to get ready for winter. The backhoe needs work again. The plan is to replace next year. Can we start the new lease/buy vs putting money into fixing for 1/2 year? Will get proposal.

**Rec. Center** projects update: Tennis Courts: Lower court cracks filled by Vermont tennis. *What about upper courts?* Upper courts were perceived to be in better shape. Fitness Room: Walls are moving forward, received some good feedback. Flooring is a challenge. Looking at rubber with vinyl top, 10 year warranty. Kids Room: Carpet is down. Unable to inject cracks, blew out and hot tarred instead. Will monitor to see if any issues at lower section.

**Campton Mt. update**: Routine maintenance is done. Ramp, counter weight and grip testing of cable is complete. Full load dynamic test pending (fill chairs, run backwards, hit breaks). Inspection pending. Groomer maintenance pending. Slope cutting scheduled for next week. Plan to open lodge on Friday after Thanksgiving, closed for now.

**Post Office**: Communicated with east coast representative. Option to take ownership of mail box keys. Some boxes were determined to not be used, by owner is unknown and USPS can't tell us due to privacy restrictions. Should we provide 500 boxes or only those who need them. Mr Marks responded with as needed and to add 50 to existing structure.

## **Financials**

**District operating account**: nothing to report

**Water Department**: nothing to report

**Rec. Fund operating account**: nothing to report

**Friends of Campton Mountain**: nothing to report

**New Business** none to report

## **Old Business**

**Reserve Study**: Mr C Smith stated email sent advisors to be onsite for November 7. Time TBD, requested 10:00am. Ross Basked if previous reports are available. Mr C Smith stated they are imbedded in the Long Term Planning worksheets.

**Bart - Pass revocation**: Consideration is for nonpay of water fees, can rec pass be revoked? Judy spoke with legal, not a viable option. Mr Griffiths stated it would be difficult to implement. Can commission ask WEA board to implement penalty? Not as it stands. Mike H stated it would require RSA changes, but may be considered. Mr Griffiths stated WEA organized committee to assess options.

Laconia is implementing procedures for noncompliance of short-term rental policy violations through AirBNB.

**Weeping Birches roadway**: no update

**Protecting Capital Assets from Inflation**: no update

**Trail Groomer:** WEA Board approved CJF appropriation to purchase new snow machine for grooming and emergency response.

**Guest Business/Open Topics**

Ned M asked to be informed when the WEVD annual budget planning process starts.

Harry Basked for confirmation of the water pressure readings on Hodgman Hill condos, 37 PSI on the hill, 19-20 PSI in building (J unit). State requirement is a minimum of 20 PSI 24 hrs a day. He also asked for clarification of water line ownership, is it WEVD. Affirmed.

**Mr** Tole stated that he attended the October WEA Board meeting. Minutes of that meeting to the WEVD record.

**Mr** Marks stated that he and Mr Tole attended the Thorton meeting in regards to Weeping Birches.

Mr Tole asked for the monthly WEVD meetings to be called Commissioner meetings vs District meetings in regards clarification of purpose. Mr C Smith stated he was not in favor. Decision TBD

Mr C Smith passed on information regarding the reporting of electrical outages. When WEA staff calls it in, its logged as one impacted user. Therefore each homeowner needs to call the power company. The more calls mean more impact, the faster the response. Staff will send out a Constant Contact notice with call-in numbers for each power company.

Mr C Smith brought up an Adverse Opinion GASB 34 from auditors regarding municipality provided insurance for retirees. The retiree pays the premium, but it could result in an increase in policy premium due to older median age. The compliance cost is \$3000 per year. If not paid, could result in bond rate increase.

Mike H made a request to recognize Lloyd Willey for years of service to Waterville Estates. Mr Marks acknowledged and suggested similar recognition for Sam (Samantha Ciaston)

**Next Meeting:** Friday December 6 @ 3:00pm (due to Thanksgiving holiday)

**Executive Session:** not required

**Adjournment:** Mr Tole made a motion to adjourn, Mr Griffiths 2nd, passed at 5:42 pm

**MGmail****Sean Tole <sptole@gmail.com>**

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**Waterville Estates Village District: Questions regarding protocol**

6 messages

**Legal Inquiries** <legalinquiries@nhmunic ipal.org>  
To: "sptole@gmail.com" <sptole@gmail.com>

Mon, Oct 7, 2019 at 10:53 AM

Good morning Sean,

Welcome aboard.

1. Unfortunately, there are a couple definitions of "record" in the statutes which you need to be concerned about. They are as follows:
  - a. RSA 91-A:1-a, III "Governmental records" means any information created, accepted, or obtained by, or on behalf of, any public body, or a quorum or majority thereof, or any public agency in furtherance of its official function. Without limiting the foregoing, the term "governmental records" includes any written communication or other information, whether in paper, electronic, or other physical form, received by a quorum or majority of a public body in furtherance of its official function, whether at a meeting or outside a meeting of the body. The term "governmental records" shall also include the term "public records."
  - b. RSA 33-A:1, IV "Municipal records" means all municipal records, reports, minutes, tax records, ledgers, journals, checks, bills, receipts, warrants, payrolls, deeds and any other written or computerized material that may be designated by the board.

In short, how this breaks down as a practical matter is that you (or your designee ) shall take and certify the minutes at Town Meeting, as well as act as the <)earing house for all other governmental records. Each individual board typically takes its own minutes.

2. The reason that each individual board takes its own minutes is because a "meeting" occurs pursuant to RSA 91-A (The Right to Know Law) when a quorum (majority) of the public body (board) meet to discuss (contemporaneously communicate) about any matter over which the board has supervision, control, jurisdiction, or advisory power. RSA 91-A:2, I. So, for example, if you have a three person select board and two of the three members meet at the grocery store and decide to discuss board business, that's technically a meeting under RSA 91-A. Obviously, the hope is that board members are not talking about board business outside of scheduled board meeting, but there's no further requirements for what constitutes a "meeting." It doesn't have to be a formal, scheduled meeting for it to constitute a "meeting" under RTK

In any case, because boards have discretion about when to meet and where and should know that RTK requires notice of the meeting a minimum of 24-hours in advance (except in the case of emergencies) and that any meetings must have minutes taken. It would be impractical to require that the Clerk attend every board meeting and take notes. Instead, the boards have a responsibility to ensure that minutes are being taken and given over to the Clerk in a timely fashion.



3. No, for the reasons stated above. The board has the responsibility to ensure that they are complying with RTK. It could be considered a violation of their oaths of office if they refuse to follow RTK.
4. The Clerk or his deputy must be present at Town Meeting (or, in your case, Village District Meeting), which is any event where the voters are voting on Village business. As you probably know, there are a number of duties the Clerk has during Village District Meeting, which are captured in RSA chapter 40.

Please let me know if I can be of any further assistance.

Natch Greyes, Esq.

Municipal Services Counsel

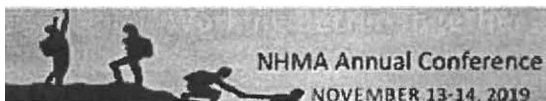
NH Municipal Association

25 Triangle Park Drive

Concord NH 03301

Tel: (603) 224-7447

Email: [legalinquiries@nhmunicipal.org](mailto:legalinquiries@nhmunicipal.org)



**From:** Sean Tole <sptole@gmail.com>  
**Sent:** Friday, October 4, 2019 4:20 PM  
**To:** Legal Inquiries <[legalinquiries@nhmunicipal.org](mailto:legalinquiries@nhmunicipal.org)>  
**Subject:** Questions regarding protocol

Hello,

By way of introduction, my name is Sean Tole and I am a commissioner with the Waterville Estates Village district. I am new to the position and have a couple questions with regard to the role of the clerk position. Hopefully you can help clarify.

1. It is my understanding that a village district clerk's primary responsibility is to "Record and preserve public records of the Town" and "Record and certify minutes of Town Meetings". What exactly does "record" mean?

2. Is the clerk (or deputy clerk) responsible for taking/writing minutes of our monthly commissioner meetings? If not, who may write the meeting minutes?

3. Would the commissioners be precluded from holding a regular monthly meeting (or other meeting in which there is quorum) if the clerk or deputy clerk is not present? (I understand that minutes must be taken or the meeting be recorded in order to satisfy right to know laws)

4. Is it true that the clerk must be present at meetings when voters will be voting on budgets or other items? If so, is that bar? ie, is the clerk's presence only mandatory when residents are voting?

I thank you in advance for your guidance.

Regards ,

Sean Tole

---

**Sean Tole** <sptole@gmail.com>

Mon, Oct 7, 2019 at 12:38 PM

To: Legal Inquiries <legalinquiries@nhmunicipal.org>

Thank you very much. Just to be clear, the definition of "record" (the verb) does not mean "take" as in "take minutes".

Best,

Sean

Sent from my iPhone

On Oct 7, 2019, at 10:53 AM, Legal Inquiries <legalinquiries@nhmunicipal.org> wrote:

Good morning Sean,

Welcome aboard.

1. Unfortunately, there are a couple definitions of "record" in the statutes which you need to be concerned about. They are as follows:

- a. RSA 91-A:1-a, III "Governmental records" means any information created, accepted, or obtained by, or on behalf of, any public body, or a quorum or majority thereof, or any public agency in furtherance of its official function. Without limiting the foregoing, the term "governmental records" includes any written communication or other information, whether in paper, electronic, or other physical form, received by a quorum or majority of a public body in furtherance of its official function, whether at a meeting or outside a meeting of the body. The term "governmental records" shall also include the term "public records."
- b. RSA 33-A:1, I V "Municipal records" means all municipal records, reports, minutes, tax records, ledgers, journals, check , bills, receipts, warrants, payrolls, deeds and any other written or computerized material that may be designated by the board.

In short, how *this* breaks down as a practical matter is that you (or yo ur designee) shall take and certify the minutes at Town Meeting, as well as act as the clearing house for all other govern mental records. Each individual board typica lly takes its own minutes.

2. The reason that each individual board takes its own minutes is because a "meeting" occurs pursuant to RSA 91-A (The Right to Know Law) when a guorum (majo ri ty) of the public body (board) meet to discuss (contemporaneously co mmunicate) about any matter over which the board has supervision, control, jurisdiction, or advisory power. RSA 91-A:2, I. So, for example, if you have a three person select board and two of the three members meet at the grocery sto re and decide to discuss board business, that's technically a meeting under RSA 91-A. Obviously, the hope is that board members are not talking about board business outside of scheduled board meeting, but there's no further requirements for what constitutes a "meeting." It doesn't have to be a formal, scheduled meeting for it ro constitute a "meeting" under RTK.

In any case, because boards have discretion about when to meet and where and should know that RTK requires notice of the meeting a mini.mum of 24-hours in advance (except in the case of emergencies) and that any meetings must have minutes taken. It would be impractical ro require that the Clerk attend ever y board meeting and cake notes. Instead, the boards have a responsibili ty to ensure that minutes are being taken and given over to the Clerk in a timely fashion.

3. No, for the reasons stated above. The board has the responsibility to ensure that they are complying with RTK. It could be considered a violation of their oaths of office if they refuse to follow RTK.
4. The Clerk or his depu ty must be present at Town Meeting (or, in your case, Village District Meeting), which is any event where the voters are voting on Village business. As you probably know, there arc a number of duties the Clerk has during Village Distric t Meeting, which are captured in RSA chapter 40.

Please let me know ifl can be of any further assistance.

Natch Greyes, Esg.

Municipal Services Counsel

1 H Municipal Association

25 Triangle Park Drive

Concord H 03301

Tel: (603) 224-7447

Email: [legalinquiries@nhmunicipal.org](mailto:legalinquiries@nhmunicipal.org)

<image001 .jpg>

• [Quoted text hidden]

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**Legal Inquiries** <legalinquiries@nhmunicipal.org>  
To: "sptole@gmail.com" <sptole@gmail.com>

Mon, Oct 7, 2019 at 1:57 PM

Good afternoon Sean,

I'm not aware of any municipality that requires the Clerk take minutes at all board meetings; just the town meeting.

I hope that's helpful.

atch Gre)'eS, E sq.

Munici pal ervic es Coun sel

H Municipal Associa tio n

25 Triangle Park Drive

[Quoted text hidden]

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**Sean Tole** <sptole@gmail.com>  
To: Legal Inquiries <legalinquiries@nhmunicipal.org>

Mon, Oct 7, 2019 at 2:06 PM

Very helpful! Thanks.

Sent from my iPhone

On Oct 7, 2019, at 1:57 PM, Legal Inquiries <legalinquiries@nhmunicipal.org> wrote:

[Quoted text hidden]

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**Sean Tole** <sptole@gmail.com>  
To: Ipad Tole <sptole@gmail.com>

Fri, Oct 25, 2019 at 1:03 PM

Sent from my iPhone

Begin forwarded message:

**From:** Legal Inquiries <legalinquiries@nhmunicipal.org>  
**Date:** October 7, 2019 at 10:53:32 AM EDT  
**To:** "sptole@gmail.com" <sptole@gmail.com>  
**Subject:** Waterville Estates Village District: Questions regarding protocol

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[Quoted text hidden]

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**Sean Tole** <sptole@gmail.com>

Fri, Oct 25, 2019 at 1:48 PM

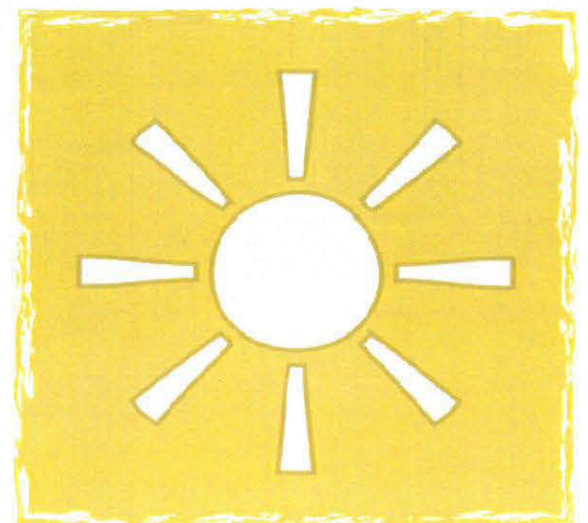
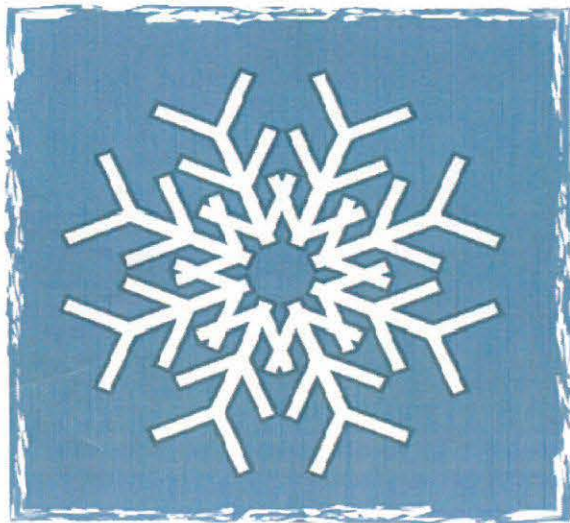
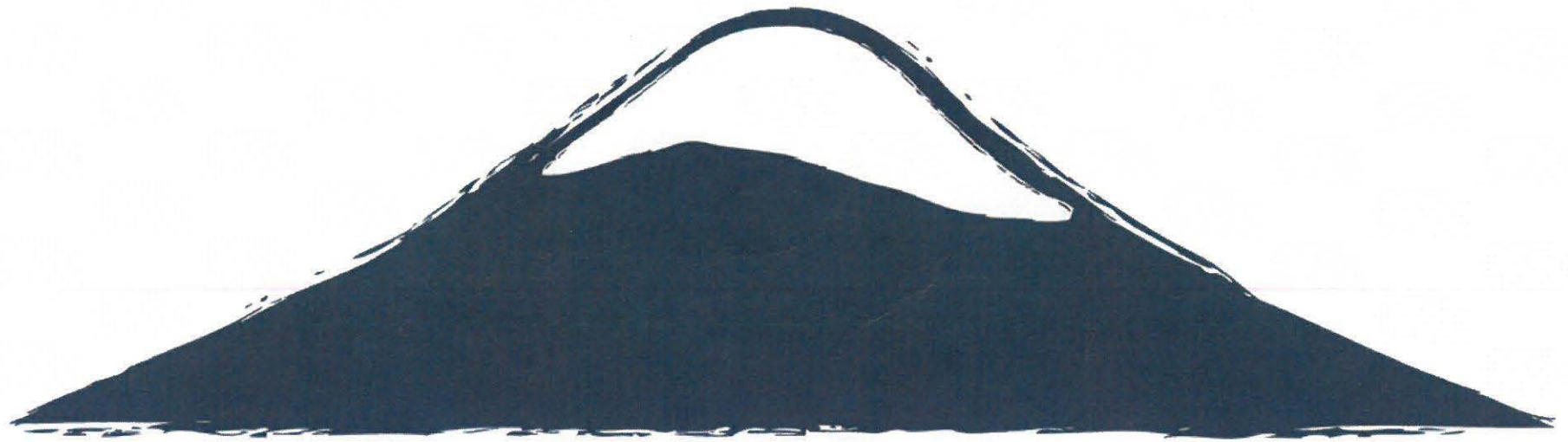
Draft To: Corey Smith <corey@waterville-estates.com> , "Marks, Art" <awmarks7@gmail.com> , ANDREW GRIFFITHS <asg@oneoceanltd.com>

I've been communicating with the NH Municipal Association regarding meeting minutes and would like to address the question today. By all means s

Begin forwarded message:

**From:** Legal Inquiries <legalinquiries@nhmunicipal.org>

[Quoted text hidden]



**WATERVILLE ESTATES**

# WATERVILLE ESTATES VILLAGE DISTRICT MEETING

## OCTOBER 25, 2019

### AGENDA

1

- I. Meeting called to order at 3 pm
- II. Review, corrections and acceptance of September 27<sup>th</sup> meeting minutes
- III. Engineer Consultation
- IV. Treasurer's Reports
  - I. Accounts Balances
  - II. Tax collections
  - III. Outstanding accounts
- V. Manager's Reports
  - I. Water system updates
  - II. Roads/Paving updates
  - III. Rec. Center updates
  - IV. Campton Mt. updates
  - V. Post Office update
- VI. Financials
  - I. District Operating Account
  - II. Water Department Account
  - III. Rec. Fund Account
  - IV. Friends of Campton Mt. Account
- VII. New Business
- VIII. Old Business
  - I. Reserve study
  - II. Bart – Pass revocation
- IX. Set Next Meeting
- X. Adjournment

# WATERVILLE ESTATES VILLAGE DISTRICT

## SEPTEMBER 26, 2019 Meeting Minutes

DRAFT

Attendees: Andy Griffiths, Art Marks, Sean Tole, Judy Kinney, Corey Smith, Dave Ketcham

Guests: Harry Bertino, Al Zulli, Mike Hering, Stan Bujalski, Maureen Patti, Anthony Patti

Call to order: Mr. Marks at 3:06 pm

Motion made to appoint David Ketcham as interim deputy clerk by Mr. Griffiths, 2nd Mr. Tole, passed.

Art reviewed overview of clerk attendance at district meetings and how moving the Sept 27 meeting date was blown out of proportion. Motion was made to not accept Matt Smith's resignation by Mr. Tole, 2nd Mr. Griffiths, passed

Review and acceptance of meeting minutes: August 28, 2019 minutes, motion to approve Mr. Griffiths, 2nd Mr. Tole, passed

Treasurer's Report (Ted Kunz unavailable due to illness)

### Account Balances

#### **DISTRICT OPERATING ACCOUNTS**

Northway Operating Account	116,967.63
<u>MVSB Operating Account</u>	<u>437,141.08</u>
Total Operating Accounts	554,108.71

#### **WATER DEPARTMENT OPERATING ACCOUNT**

Northway Operating Account	47,632.57
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#### **REC. FUND OPERATING ACCOUNT**

Northway Operating Account	172,738.88
----------------------------	------------

#### **FRIENDS OF CAMPTON MT ACCOUNT**

Northway Account	43,784.01
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# WATERVILLE ESTATES VILLAGE DISTRICT

## SEPTEMBER 26, 2019 Meeting Minutes

DRAFT

### Tax Collection as of today's date

CAMPTON	APPROPRIATION	BALANCE
2015 -	985,422	334,412.72
2016 -	985,552	11,088.52
2017 -	976,757	1,098.48
2018 -	1,069,955	33,772.90
2019 -	We have received \$ 495,570.30	

THORNON		
2016 -	290,944	1,426
2017 -	299,741	0
2018 -	324,690	3,441.83
2019 -	We have received \$120,666	

### Outstanding accounts

Water (days) 1-30 \$124.36; 31-60 \$216.57; 61-90 \$8,777.83; >90 \$1042.53 Issue with checks written out to WEA instead of Water Department, they have to be returned to sender causing them to be past due.

### Manager's Report

Water System: Mr. C Smith reports a couple breaks & good test results. Well location is still in progress. Mr. C Smith is working with state commission on what needs to be done to meet compliance, what are requirements vs enforcement vs priority upgrades. A suggestion as made to meet with engineers to decide approach. Mr. Marks asked about viability of land near Community Center. Mr. C Smith stated insufficient capacity to replace existing wells, but could supplement. Mr. Marks asked what are the next steps for the Snowood site. Mr. C Smith responded with build road for test well. It was suggested the site near Community Center is backup and to go forward with Snowood site with additional discussion with engineers with direction from state commission. Mr. C Smith will set-up the meeting.

# WATERVILLE ESTATES VILLAGE DISTRICT

## SEPTEMBER 26, 2019 Meeting Minutes

DRAFT

Roads/ Paving: Steve Baert is getting quotes from Ryan Paving for unpaved portion of Reservoir Rd (from top down) and Boulder Drive.

Rec. Center projects update: Air exchange and HVAC is complete. Working on HVAC solution for Summit Lounge. The sewer line was fixed by Rowells. It was a smaller job than planned, but uncovered an old septic tank down 12 ft deep via camera. If full, affluent flows to next tank as tanks are chained together. The tank is located under horseshoe area. Mr. C Smith will get recommendation opinion from Rowells. Fitness Room WEA appropriated funds for new equipment. WEVD will address structural renovations to walls & floor. A window was moved to improve lighting. Some rot was found from deck flashing issue. Falling behind schedule from issues and staffing. WEVD has \$15k line item for fitness room upgrade. Outdoor Pools Adult pool has cracking seat and missing tiles. Patenaude will be onsite Monday to assess. Tennis court vendor not seen. Mr. C Smith received information on court maintenance vendor from Mrs. Ketcham, but has not had a chance to review. Game Room Water leaking in via crack in foundation. Options are to trench or H2O proof via injection. Food & Beverage One more weekend planned at Poolside/Summit Lounge. The plan is to move to Ski Lodge on 10/12 for Columbus Weekend. Mr. Tole mentioned that if the weather is good, people will be at the pool instead of ski lodge. Mr. C Smith stated staff needed to know by 10/7 to ensure deliveries are the correct location. It's a WEA decision.

Campton Mt. update Upper ramp is complete. Crane will be onsite Friday to complete the reset of counter weight. Electrician completed upgrade of problem area that caused outage last year. Volunteer service clean-up project complete. Full load dynamic test pending (brake test). Mr. C Smith also noted what appears to be an old leach field which needs additional discovery.

Valuation shift Mr. C Smith met with Thornton town official and gave brief overview of valuation leveling. Examples reviewed with town showed land value increased, but house decreased for small net increase. Valuation increase will not lead to tax increase for Waterville Estates as WEVD rate will decrease. Land only lots increased as well and may need consideration for abatement.

Post Office correspondence Mr. C Smith met with Postmaster to discuss WE mailbox and USPS policy. Postmaster provided policy correspondence email. Every WE dwelling will need to have dedicated mailbox at Waterville Estates. Some ambiguity needs to be clarified with Postmaster to finalize approach. Can we add boxes as needed or does PO require all 500+ boxes now? There is currently a waiting list for Waterville Estates mailboxes. Current mailbox building has space for roughly 50 more boxes. The decision was to add boxes as needed, but most confirm with Postmaster.

### Financials

District operating account Nothing to report

Water Department Nothing to report

Rec. Fund operating account Good shape, but compared to last year, 2019 is approximately 15k behind without the wedding sales. Will need to use about half of WEVD \$30K appropriation in 2019.



# WATERVILLE ESTATES VILLAGE DISTRICT

## SEPTEMBER 26, 2019 Meeting Minutes

DRAFT

Friends of Campton Mountain: Nothing to report

New Business None reported

Old Business

Reserve Study: Bringing in reserve advisors to assess and will get results to Mr. C Smith soon. WEA approved funding half (~\$4k) of cost.

Bart – Pass revocation: If water bill is not paid, can WEA revoke recreation pass. No update to report. Mr. C Smith and Judy Kinney to address.

Weeping Birches roadway: Roy Sayborn provided update. WEVD agreed to fund deed rework performed by town. The quick claim deed is being researched, but nothing has been filed. Stan Bujalski stated he talked to Tom Avalon who confirmed signing the quick claim deed and offered to sign new version if needed. Maureen Patti stated she talked to Bob Haskins on retaining pond & hillside parcels. Mr. Haskins voiced concern about reducing common land (of White Birches) to less than required 10 acres for 10 units. Mr. C Smith said it would be a problem with the town of Thornton. This would require a shuffle of compensation land. MS Patti added that White Birches may have enough land if including land swap with Grey Birches during construction of Spinneys house to meet required set back. It appears this swap may not be fully transacted.

Mistreatment of Equipment: Paddles require passes left at desk and are being returned. Seems to be working.

Searchable Village District Document Archive: Nothing to report.

Protecting Capital Assets from Inflation: Mr. Tole reviewed risk vs benefit of CD secondary market. Does not look to be a viable option and will keep looking. Brief discussion on CD teaser rates, money markets and mutual funds. Solution needs to have FDIC protection.

Resident Expertise Portal: Pending, MS Kinney will follow-up

USDA Funding for Small Municipalities: Mr. Bertino stated we need to finalize plan for water system first. Brief discussion on water fee flat rate being an equitable solution as defined by RSA 38:28. Consensus was yes, it is. Water Fee shows high delinquency count. MS Kinney stated some are due to late fees. If delinquency is in 2nd year, WEVD files lien on property. Brief discussion on turning over water fee to towns to bill and collect. Mr. Marks stated he was hesitant to engage town from past experience and needs discussion. Town is obligated if WEVD so desires.

Rec Center Renovations - Summit Lounge: Nothing to report.

# WATERVILLE ESTATES VILLAGE DISTRICT

## SEPTEMBER 26, 2019 Meeting Minutes

DRAFT

Trail Groomer: WEA board is considering. Mr. C Smith will be providing proposal at next WEA board meeting.

### Guest Business/Open Topics

Mr. Bertino asked about Hodgman Hill condos waterline being bypassed. Mr. C Smith stated that Snowood condos might be diverting more water than expected in effect reducing amount of water available for Hodgman Hill condos. Pressure readings are being taken at Snowood end of the line, the Hodgeman source, to measure usage. Pipe size may be the cause of low pressure at Hodgman. Readings will assist with determination.

Mr. Hering was concerned about the amount of delinquent taxes on town report. Can WEA pull recreation passes for unpaid taxes? Legal opinion is pending. MS Kinney identified a typo on handout, 2015 balance is \$33,412.72, not \$334,412.72.

Mr. C Smith stated that any incoming calls for weddings are being told 'no openings available'. He regrets having to inform the caller, but does not have the staff to support weddings. A brief discussion on al-a-cart usage of ski lodge for gatherings. No staff available to lead and coordinate events at this time, but something to look at. It was stated this is a WEA opportunity, not WEVD.

Mr. Tole asked about the OHRV (off-highway recreation vehicles) definition for trail usage. Needs to be reconciled with WE rules & regulations.

Water usage was discussed, specifically in regards to excessive occupancy of a WE dwelling. An example from recent past where a rental promoted 22 beds and had an estimated 40 occupants. WEA board drafted a max capacity policy of 150% of approved/installed septic system. The example of a 3-bedroom system would permit 9 occupants based on 2 persons per bedroom. Al Zulli asked about the possibility of metered water as the flat rate favors the large occupancy dwellings. It was noted that metered usage was expensive to install and operate (billing).

Next Meeting: Friday October 25 @ 3:00pm

Executive Session: not required

Adjournment: Mr. Tole made a motion to adjourn, Mr. Griffiths 2nd, passed at 5:04 pm

**TREASURER'S REPORT**  
**ACCOUNT BALANCES as of OCTOBER 11, 2019**

**DISTRICT OPERATING ACCOUNTS**

Northway Operating Account	57,179.15
<u>MVSB Operating Account</u>	<u>437,242.84</u>
Total Operating Accounts	494,421.99

**WATER DEPARTMENT**

Northway Operating Account	41,445.82
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**REC. FUND OPERATING ACCOUNT**

Northway Operating Account	138,985.06
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**FRIENDS OF CAMPTON MT.**

Friends of Campton Mt. Account	37,476.29
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## TREASURER'S REPORT

### OUTSTANDING ACCOUNTS as of OCTOBER 11, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Abbakm Realty Trust	0.00	1.97	2.04	4.01	200.00	208.02
Borges, Daniel & Paula	0.00	1.97	2.04	4.01	200.00	208.02
Breton, Randy & Denise	0.00	1.97	2.04	4.01	200.00	208.02
Brown, Scott & Sheila	0.00	0.00	2.04	0.00	0.00	2.04
Carolyn C. Erickson Trust	0.00	1.97	2.04	4.01	200.00	208.02
Connolly, Mary	0.00	0.00	0.00	0.01	0.00	0.01
Crowley, Robert & Patricia	0.00	0.00	0.00	0.00	0.09	0.09
Davies, Peter & Joni	0.00	1.97	2.04	4.01	200.00	208.02
Dicecca, Camillo	0.00	1.97	2.04	4.01	224.00	232.02
Diefenbach, Robert	0.00	0.00	0.00	4.01	0.00	4.01
Durnan, Peter & Fischer, Kristen	0.00	0.00	2.04	0.00	0.00	2.04
Eliseeva, Alexey & Marie	0.00	0.00	2.04	0.00	0.00	2.04
Flynn, Alexander & Michelle	0.00	1.97	2.04	4.01	202.04	210.06
Fritz, Jeremy & Jaclyn	0.00	1.97	2.04	4.01	200.00	208.02
Germani, Mark	0.00	0.00	0.00	4.01	0.00	4.01
Griffiths, Andrew & Elizabeth	0.00	1.97	2.04	4.01	200.00	208.02
Hale, Sharon	0.00	1.97	2.04	4.01	200.00	208.02
Hammond, Craig W. & Sylvia C.	0.00	0.00	2.04	0.00	0.00	2.04
Heiplik, Heipikova & Navratil	0.00	1.97	2.04	4.01	200.00	208.02
Hicks, Kristin	0.00	1.97	2.04	4.01	200.00	208.02
Hirbour, Charles & Gail	0.00	1.95	2.02	3.97	198.02	205.96
Keegan	0.00	3.94	4.08	8.02	422.03	438.07
Kelleher, Dennis	0.00	3.94	4.08	8.02	424.00	440.04
Kierce, Christopher & Amanda	0.00	0.00	2.04	4.01	0.00	6.05
Kikel, Erich & Annie	0.00	1.97	2.04	4.01	0.00	8.02
Kniffin Living Trust	0.00	0.00	0.00	2.04	0.00	2.04



# TREASURER'S REPORT

## OUTSTANDING ACCOUNTS as of OCTOBER 11, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Kusiak, Denis	0.00	1.97	2.04	4.01	200.00	208.02
Mahoney Jr., John	0.00	1.97	2.04	4.01	0.00	8.02
Martin, Daniel & Nancy	0.00	1.97	2.04	4.01	199.93	207.95
Maynard, Mark, Leonard & Hope	0.00	1.97	2.04	4.01	200.00	208.02
McCaughey, James & Stephanie	0.00	1.97	2.04	4.01	202.37	210.39
McDorr, Thomas & Pamela & Gabree	0.00	1.97	2.04	4.01	200.00	208.02
Mellen, Robert Sr. Trust	0.00	1.97	2.04	4.01	200.00	208.02
Murphy, Brian & Michelle	0.00	1.97	2.04	4.01	200.00	208.02
Murphy, Carline Seide	0.00	3.94	4.08	8.02	424.00	440.04
Murphy, Stephen- House 1						
Murphy, Stephen- House 2	0.00	1.97	2.04	8.02	202.04	214.07
Murphy, Stephen- House 1 - Other	0.00	1.77	1.83	8.02	181.92	193.54
Total Murphy, Stephen- House 1	0.00	3.74	3.87	16.04	383.96	407.61
Nordbeck, Timothy & Michelle	0.00	1.97	2.04	4.01	200.00	208.02
Paino, Ann Marie	0.00	1.97	2.04	4.01	200.00	208.02
Payne, Edward	0.00	1.97	2.04	4.01	200.00	208.02
Reynolds, Linda & James	0.00	0.00	2.04	4.01	0.00	6.05
Richez, Philippe & Nathalie	4.90	0.00	1.15	0.00	0.00	6.05
Seward, Nancy	0.00	1.97	2.04	4.01	200.00	208.02
Sexton Family Trust	0.00	1.97	2.04	4.01	200.00	208.02
Stanley & Cardullo	0.00	0.00	2.04	0.00	0.00	2.04
Strong, Derrick	0.00	3.94	4.08	8.02	424.00	440.04
Sweeney, Christopher	0.00	1.97	2.04	4.01	200.00	208.02
Taylor, Richard & Jodine	0.00	0.00	2.04	0.00	0.00	2.04
Uminsky, Todd	0.00	1.97	2.04	4.01	200.00	208.02
Wholey, Shawn & Carla	0.00	0.00	2.04	0.00	0.00	2.04
TOTAL	4.90	41.17	51.94	96.24	4,034.26	4,228.51

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
Income			
1100.0 · WE Village District Income			
1106 · TAXES			
1105 · Campton Taxes			
1105.6 · Prior Campton Taxes	500,904.02		
1105.7 · Current YR Campton Taxes	502,962.45		
3190.1 · Campton Interest	6,308.71		
Total 1105 · Campton Taxes	1,010,175.18		
1106.6 · Thornton Taxes			
1106.5 · Prior Thornton Taxes	171,237.17		
1106.7 · Current YR Thornton Taxes	120,666.00		
3190.2 · Thornton Interest	2,899.47		
Total 1106.6 · Thornton Taxes	294,802.64		
Total 1106 · TAXES	1,304,977.82		
Total 1100.0 · WE Village District Income	1,304,977.82		
3502 · MISCELLANEOUSE REVENUES			
3502.1 · Northway Interest	53.79		
3502.2 · Meredith Bank Interest	589.07		
3503 · Miscellaneous income	40,495.22		
Total 3502 · MISCELLANEOUSE REVENUES	41,138.08		
Total Income	1,346,115.90		
Gross Profit	1,346,115.90		



# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
Expense			
3000.0 · WE Village District Expenses			
3316 · Capital Pres/ Growth & New			
4312.33 · Cap- New Paving	10,347.00	58,000.00	(47,653.00)
4520.20 · Cap - Computer Replacement	2,579.00	9,459.00	(6,880.00)
4520.21 · Cap - Exercise Equipment	781.65	15,000.00	(14,218.35)
4520.22 · Cap - Exterior Ren. Fence	11,300.37	5,000.00	6,300.37
4520.23 · Cap - Mens Locker Room Shower	35.00	8,000.00	(7,965.00)
4520.24 · Cap - Ladies Locker Room Floor	11.25	16,000.00	(15,988.75)
4520.25 · Cap - Interior Renovations	2,056.14	10,000.00	(7,943.86)
4520.26 · Cap - Septic System Pumps	2,300.00	15,455.00	(13,155.00)
4520.27 · Cap - HVAC Repairs	6,763.11	10,000.00	(3,236.89)
4520.28 · Cap - Asphalt Shingles Rec Cent	19,003.00	20,000.00	(997.00)
4520.29 · Cap - Rec. Center Security Syst	740.99	10,000.00	(9,259.01)
4520.30 · Cap - Tennis/ Basketball Courts (Resurfacing replacement)	419.36	50,000.00	(49,580.64)
4520.31 · Cap-Exterior Finish - Painting	6,332.12	15,000.00	(8,667.88)
4520.32 · G & N - ADA	43.20	3,000.00	(2,956.80)
Total 3316 · Capital Pres/ Growth & New	62,712.19	244,914.00	(182,201.81)
4100 · GENERAL GOVERNMENT			
4130 · WEVD Administration			
4130.2 · WEVD Manager	67,019.42	85,000.00	(17,980.58)
4130.3 · Assistant Manager	53,604.06	66,000.00	(12,395.94)
Total 4130 · WEVD Administration	120,623.48	151,000.00	(30,376.52)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
4130.1 · Total WEVD Administration			
4130.4 · Retirement Contribution	13,447.97	8,592.00	4,855.97
4130.5 · Health Reimbursement	5,642.42	7,356.00	(1,713.58)
4155.1 · Social Security	7,131.94	9,457.00	(2,325.06)
4155.2 · Medicare	1,754.99	2,205.00	(450.01)
4155.3 · NH Unemployment	110.72	140.00	(29.28)
4196.1 · Other Deductible Reimbursements	2,898.31	17,322.00	(14,423.69)
4196.2 · Health Insurance	21,344.94	38,072.00	(16,727.06)
4196.3 · Workers Comp Ins	15,213.99	21,700.00	(6,486.01)
4196.4 · Dental Ins	1,036.80	1,382.00	(345.20)
4196.5 · Bonuses			
4196.6 · Payroll Taxes	0.00	811.00	(811.00)
4196.5 · Bonuses - Other	0.00	9,948.00	(9,948.00)
Total 4196.5 · Bonuses	0.00	10,759.00	(10,759.00)
4199.12 · Travel Reimbursement	110.90	140.00	(29.10)
Total 4130.1 · Total WEVD Administration	68,692.98	117,125.00	(48,432.02)
4150.1 · Accounting/Taxes/Audit	21,845.00	7,877.00	13,968.00
4153.1 · Legal / Consulting	12,292.92	13,297.00	(1,004.08)
4196.7 · Insurances	27,178.48	26,497.00	681.48
4197.1 · Advertisements	290.16	57.00	233.16
4199.10 · Licenses/Fees	1,528.00	594.00	934.00

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
4199.11 · Cellular Phones	810.00	1,080.00	(270.00)
4199.2 · Commissioners Stipend & Expense	1,248.38	3,711.00	(2,462.62)
4199.3 · Telephones	741.51	1,582.00	(840.49)
4199.4 · Repeaters /Radios	0.00	1,636.00	(1,636.00)
4199.5 · Computer Services	880.00	6,000.00	(5,120.00)
4199.6 · Postage	549.62	741.00	(191.38)
4199.7 · Uniforms	762.07	545.00	217.07
4199.8 · Bank/Finance Charge	307.50	300.00	7.50
4199.9 · Payroll Expenses	1,031.93	91.00	940.93
4311.1 · Office Supplies	1,959.47	4,000.00	(2,040.53)
4311.2 · Taxes/Fees/Charges	866.15	1,412.00	(545.85)
Total 4100 · GENERAL GOVERNMENT	261,607.65	337,545.00	(75,937.35)
4520.33 · Rec Fund Contingency	0.00	61,000.00	(61,000.00)
4520.34 · Ski Area Operation Off Set	0.00	33,000.00	(33,000.00)
Total 3000.0 · WE Village District Expenses	324,319.84	676,459.00	(352,139.16)
4220 · PUBLIC SAFETY			
4220.1 · Alarm, Fire & Water	3,643.89	4,521.00	(877.11)
4220.2 · Safety Supplies	121.87	2,755.00	(2,633.13)
4220.3 · Fire & Security	6,171.79	7,911.00	(1,739.21)
Total 4220 · PUBLIC SAFETY	9,937.55	15,187.00	(5,249.45)
4312 · HIGHWAYS & STREETS			
4312.01 · Roads	26,402.04	66,189.00	(39,786.96)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
4312.02 · Seasonal Plowing	7,489.66	7,638.00	(148.34)
4312.03 · Contractor Plowing	22,882.00	16,942.00	5,940.00
4312.04 · Payroll Taxes	2,931.69	5,917.00	(2,985.31)
4312.05 · Health Insurance	7,067.88	9,424.00	(2,356.12)
4312.06 · Dental Insurance	518.40	691.00	(172.60)
4312.07 · Retirement	3,514.93	4,617.00	(1,102.07)
4312.08 · Travel Expense	54.00	411.00	(357.00)
4312.10 · Calcium/Magnesium Chloride	0.00	3,272.00	(3,272.00)
4312.11 · Cold Patch	0.00	3,000.00	(3,000.00)
4312.12 · Roadside Mowing/Sweeping	2,325.00	6,000.00	(3,675.00)
4312.13 · Culvert Expense	3,405.00	2,261.00	1,144.00
4312.14 · Road Sand & Salt	13,102.33	18,540.00	(5,437.67)
4312.15 · Equipment Rental	1,228.36	3,956.00	(2,727.64)
4312.16 · Equipment Repair	6,341.31	1,412.00	4,929.31
4312.17 · Misc.. Projects	3,744.50	3,390.00	354.50
4312.18 · Diesel Fuel	6,939.91	22,604.00	(15,664.09)
4312.19 · Plow Gear & Sanders	2,538.74	5,000.00	(2,461.26)
4312.20 · Oil & Filters	593.06	565.00	28.06
4312.21 · Maintenance & Tune-ups	80.00	5,454.00	(5,374.00)
4312.22 · Osh Kosh Repairs	1,545.70	2,261.00	(715.30)
4312.23 · Truck Repairs	17,643.65	6,543.00	11,100.65
4312.24 · Back Hoe Repair	1,373.96	7,634.00	(6,260.04)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET

## as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
4312.25 · Body Maintenance	50.00	2,500.00	(2,450.00)
4312.26 · Tires	0.00	3,817.00	(3,817.00)
4312.27 · Shop supplies	2,503.73	4,521.00	(2,017.27)
4312.28 · Small Tools/Equipment	3,219.78	3,817.00	(597.22)
4312.29 · Large Equipment/Tools	5,349.96	1,527.00	3,822.96
4312.30 · Grader Repairs	0.00	3,390.00	(3,390.00)
4312.31 · Shop Electricity	1,759.64	3,390.00	(1,630.36)
4312.32 · Shop Heat	2,841.83	3,272.00	(430.17)
4312.9 · Misc. Material & Supplies	1,129.89	19,213.00	(18,083.11)
4319.1 · Consulting	468.75	25,000.00	(24,531.25)
4319.2 · Cell Phone	225.00	300.00	(75.00)
Total 4312 · HIGHWAYS & STREETS	149,270.70	274,468.00	(125,197.30)
4520 · CULTURE & RECREATION			
4520.01 · Building Wages	49,674.61	62,462.00	(12,787.39)
4520.02 · Payroll Taxes	3,940.41	4,961.00	(1,020.59)
4520.03 · Health Insurance	7,067.88	9,424.00	(2,356.12)
4520.04 · Dental Insurance	518.40	691.00	(172.60)
4520.05 · Retirement	3,613.77	5,029.00	(1,415.23)
4520.06 · Travel	27.50	225.00	(197.50)
4520.10 · Building Equipment Repairs	5,897.59	15,420.00	(9,522.41)
4520.11 · Cell Phone	225.00	300.00	(75.00)
4520.12 · Ski Area Insurance	9,999.00	18,530.00	(8,531.00)

# WATERVILLE ESTATES VILLAGE DISTRICT BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
4520.13 · Snowcat Repairs & Maint	5,255.86	21,445.00	(16,189.14)
4520.14 · Building Infrastructure	19,643.76	30,537.00	(10,893.24)
4520.15 · Employee Training	815.32	332.00	483.32
4520.16 · Pool Repair & Maint	2,278.09	5,255.00	(2,976.91)
4520.17 · Outdoor Lighting	888.16	764.00	124.16
4520.18 · Building Electric	45,424.31	66,707.00	(21,282.69)
4520.19 · Building Heat	31,968.10	67,766.00	(35,797.90)
4520.7 · Ski Area Repairs and Maint.	31,453.10	43,100.00	(11,646.90)
4520.8 · Kitchen Equipment Repairs	1,822.32	5,140.00	(3,317.68)
4520.9 · Maintenance Supplies	586.40	3,084.00	(2,497.60)
Total 4520 · CULTURE & RECREATION	221,099.58	361,172.00	(140,072.42)
4914 · WATER DIST & TREATMENT			
4914W · Contribution to Water Dept.	162,000.00		
Total 4914 · WATER DIST & TREATMENT	162,000.00		
Total Expense	866,627.67	1,327,286.00	(460,658.33)
Net Ordinary Income	479,488.23	(1,327,286.00)	1,806,774.23

## WATER DEPARTMENT BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
Income			
3301 · Credit Card Processing Fee	192.88		
3401 · Finance Charges	564.79		
3401.1 · Contribution from General Fund	162,000.00	295,558.00	-133,558.00
3503 · Misc.. Income	0.00		
3503.1 · Interest Income	1.88		
3914W · Water Fee	102,605.80	103,200.00	-594.20
Total Income	265,365.35	398,758.00	-133,392.65
Gross Profit	265,365.35	398,758.00	-133,392.65
Expense			
2011 · Growth & New			
4909.1 · G&N - Water Line Upgrade	5,290.00	90,000.00	-84,710.00
4909.2 · G & N - New Wells	2,079.19	90,000.00	-87,920.81
Total 2011 · Growth & New	7,369.19	180,000.00	-172,630.81
4300 · Water Dist & Treatment			
4332.1 · System Repairs, Materials, Supply	71,566.44	44,501.00	27,065.44
4332.10 · Water System Propane	164.00		
4332.11 · Generator Maintenance	5,364.08	5,454.00	-89.92
4332.12 · Licenses/fees/education	1,060.65	1,582.00	-521.35
4332.13 · Finance Charges	646.47		
4332.2 · Water Testing - DES	582.00	2,572.00	-1,990.00

## WATER DEPARTMENT BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
4332.3 · Leak Repairs	16,150.00	17,449.00	-1,299.00
4332.4 · Engineering	98.00	8,180.00	-8,082.00
4332.5 · Equipment Rental	0.00	1,130.00	-1,130.00
4332.6 · Telemetry	4,993.75	8,725.00	-3,731.25
4332.7 · Misc.. Projects	0.00	8,725.00	-8,725.00
4332.8 · Subscriptions/Dues	127.26	1,412.00	-1,284.74
4332.9 · Water System Electricity	68,836.18	72,001.00	-3,164.82
4335.1 · Water Treatment Chemicals	2,212.65	9,041.00	-6,828.35
Total 4300 · Water Dist & Treatment	171,801.48	180,772.00	-8,970.52
4700 · Debt Service			
4711 · Water Upgrade Principle	37,081.49	37,081.00	0.49
4721 · Water Upgrade Interest	904.50	905.00	-0.50
Total 4700 · Debt Service	37,985.99	37,986.00	-0.01
Total Expense	217,156.66	398,758.00	-181,601.34
Net Income	48,208.69	0.00	48,208.69



# REC. FUND BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
Income			
9000.1 · Facility Rental	345,785.52	376,860.00	-31,074.48
9000.2 · Facility Services	28,679.08	3,560.00	25,119.08
9000.3 · Tax Supplement Income	0.00	61,000.00	-61,000.00
9000.4 · Ski Area Offset	0.00	33,000.00	-33,000.00
9000.5 · Bank Interest	6.41	10.00	-3.59
9001 · Recreation Income			
9001.01 · CC Processing Fee Income	52.79	300.00	-247.21
9001.3 · Vending - Games	974.75	600.00	374.75
9001.4 · Vending - Soda	306.50	800.00	-493.50
9001.5 · Vending - Snacks	190.00	250.00	-60.00
9001.6 · GM Income	3,280.89	5,000.00	-1,719.11
9001.7 · Tanning	315.81	200.00	115.81
9001.8 · Misc.. Income	3,467.43	30.00	3,437.43
9001.9 · Movie Rental	24.00	30.00	-6.00
Total 9001 · Recreation Income	8,612.17	7,210.00	1,402.17
9002 · Food & Beverage Income			
9002.1 · Soda & Non Alocoholic Bev Income	4,535.92	5,000.00	-464.08
9002.2 · Food Income	41,490.30	38,570.00	2,920.30
9002.3 · Liquor Income	54,556.80	52,620.00	1,936.80

## REC. FUND BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
9002.4 · Beer Income	37,895.28	45,300.00	-7,404.72
9002.5 · Wine Income	5,814.60	6,331.00	-516.40
9002 · Food & Beverage Income - Other	12.54		
Total 9002 · Food & Beverage Income	144,305.44	147,821.00	-3,515.56
9003 · Campton Mt. Income			
9003.1 · Campton Mt. Fund Raiser	17,648.00	8,000.00	9,648.00
9003.2 · Ski Tickets	42,943.00	30,561.00	12,382.00
9003.3 · Ski Lessons	980.00		
9003.4 · Food	40,293.05	43,236.00	-2,942.95
9003.5 · Non Alcohol Beverages	4,761.91	5,067.00	-305.09
9003.6 · Liquor	27,878.88	26,578.00	1,300.88
9003.7 · Beer	26,599.20	32,441.00	-5,841.80
9003.8 · Wine	6,781.07	7,235.00	-453.93
9003.9 · Campton Mt. Bank Interest	2.40	1.00	1.40
Total 9003 · Campton Mt. Income	167,887.51	153,119.00	14,768.51
9004 · Events & Functions Income			
9004.1 · Events Income	224.22	2,000.00	-1,775.78
9004.2 · Catering & Function Income			
9004.01 · Room Rental	600.00	2,000.00	-1,400.00
9004.02 · General Income	2,367.00	28,870.00	-26,503.00
9004.04 · Food	2,568.79	29,975.00	-27,406.21
9004.05 · Beer	923.65	5,000.00	-4,076.35
9004.06 · Liquor	1,887.15	36,000.00	-34,112.85

## REC. FUND BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
9004.07 · Wine	407.16	1,900.00	-1,492.84
9004.08 · Non Alcohol Beverages	114.83	200.00	-85.17
Total 9004.2 · Catering & Function Income	8,868.58	103,945.00	-95,076.42
Total 9004 · Events & Functions Income	9,092.80	105,945.00	-96,852.20
Total Income	704,368.93	888,525.00	-184,156.07
Cost of Goods Sold			
9005 · Cost of Goods Sold			
9005.02 · Events Food	804.56		
9005.03 · Campton Mt. Fund Raiser Food	451.14	1,600.00	-1,148.86
9005.04 · General Merchandise	1,136.72	2,000.00	-863.28
9005.06 · Vending - Soda	1,630.80	1,500.00	130.80
9005.07 · Food	36,361.61	35,000.00	1,361.61
9005.08 · Non Alcohol Beverages	6,887.75	7,200.00	-312.25
9005.09 · Beer	25,062.85	25,750.00	-687.15
9005.10 · Liquor	25,603.82	24,000.00	1,603.82
9005.11 · Wine	9,155.59	6,800.00	2,355.59
9005.12 · Bar Supplies	1,856.03	5,000.00	-3,143.97
9005.13 · Catering & Functions			
9005.14 · Food	30.03	9,070.00	-9,039.97
9005.15 · Bar Supplies	0.00	150.00	-150.00
9005.16 · Other Supplies	0.00	100.00	-100.00
Total 9005.13 · Catering & Functions	30.03	9,320.00	-9,289.97
Total 9005 · Cost of Goods Sold	108,980.90	118,170.00	-9,189.10
Total COGS	108,980.90	118,170.00	-9,189.10
Gross Profit	595,388.03	770,355.00	-174,966.97

# REC. FUND BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
Expense			
9101 · Business Expenses			
9101.01 · Rec. Admin Wages			
9101.02 · Admin Wages	23,097.32	31,720.00	-8,622.68
9101.03 · Workman Comp	116.01	2,200.00	-2,083.99
9101.04 · Payroll Taxes	1,873.57	629.00	1,244.57
9101.05 · Travel	270.16	550.00	-279.84
9101.21 · Phone	450.00	600.00	-150.00
Total 9101.01 · Rec. Admin Wages	25,807.06	35,699.00	-9,891.94
9101.07 · Copier Lease	2,050.00	1,700.00	350.00
9101.08 · Dues & Subscriptions	930.72	3,500.00	-2,569.28
9101.09 · Office Supplies	3,370.67	4,500.00	-1,129.33
9101.10 · Finance Charges	9,477.02	15,800.00	-6,322.98
9101.11 · Licenses & Fees	5,577.95	7,080.00	-1,502.05
9101.12 · Misc.. Expenses	562.27	1,200.00	-637.73
9101.13 · Telephone	4,227.02	6,000.00	-1,772.98
9101.14 · Internet Access	2,245.41	3,500.00	-1,254.59
9101.15 · Advertising	2,723.43	200.00	2,523.43
9101.16 · Postage	709.61	1,000.00	-290.39
9101.17 · Computer Support	11,424.99	7,000.00	4,424.99

## REC. FUND BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
9101.18 · Computer Supplies	258.22	1,000.00	-741.78
9101.19 · Cable	1,763.31	2,500.00	-736.69
9101.20 · Payroll Fee	1,411.06	500.00	911.06
Total 9101 · Business Expenses	72,538.74	91,179.00	-18,640.26
9200 · Infrastructure Expenses			
9200.0 · Infrastructure Wages			
9200.01 · Cleaning Wages	63,364.01	89,948.00	-26,583.99
9200.02 · Grounds Wages	3,691.18	16,365.04	-12,673.86
9200.03 · Payroll Taxes	5,021.27	8,263.00	-3,241.73
9200.04 · Health Insurance	7,067.88	9,424.00	-2,356.12
9200.05 · Dental Insurance	518.40	691.00	-172.60
9200.06 · Retirement	3,276.92	4,281.00	-1,004.08
9200.07 · Travel	343.26	200.00	143.26
9200.08 · Cell Phone	225.00	300.00	-75.00
9200.09 · Employee Education	305.00	305.00	0.00
9200.10 · Criminal Record	50.00	50.00	0.00
Total 9200.0 · Infrastructure Wages	83,862.92	129,827.04	-45,964.12
9200.11 · Equipment Rental	0.00	200.00	-200.00
9200.12 · Cleaning Supplies	5,419.60	6,000.00	-580.40
9200.13 · Pool Chemicals & Supplies	13,447.61	22,500.00	-9,052.39
9200.14 · Other Supplies	1,197.54	2,000.00	-802.46

## REC. FUND BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
9200.16 · Pool & Spa Inspection	604.00	250.00	354.00
9200.18 · Carpet Cleaning	250.00	1,500.00	-1,250.00
9200.19 · Pest Control	94.30	2,500.00	-2,405.70
9200.20 · Landscaping	4,483.86	5,000.00	-516.14
9200.21 · Trash Removal	6,928.31	8,000.00	-1,071.69
9200.22 · Outdoor Repairs & Maintenance	1,268.57	700.00	568.57
9200.23 · Paddle Boat Repairs	101.50	600.00	-498.50
Total 9200 · Infrastructure Expenses	117,658.21	179,077.04	-61,418.83
9300 · Campton Mt. Expenses			
9300.01 · Ski Area Wages			
9300.02 · Ski Bartender Wages	9,379.23	10,220.00	-840.77
9300.03 · Cook Wages	17,787.32	24,266.04	-6,478.72
9300.04 · Lifties & Patrol Wages	24,736.03	24,785.00	-48.97
9300.05 · Trail Grooming Wages	1,718.14	4,690.00	-2,971.86
9300.06 · Ski Instructor Commission	644.98		
9300.07 · Payroll Taxes	6,014.16	5,588.00	426.16
9300.08 · Criminal Record	250.00	200.00	50.00
9300.1 · Ski Cleaning Wages	1,516.41	3,706.00	-2,189.59
Total 9300.01 · Ski Area Wages	62,046.27	73,455.04	-11,408.77
9300.10 · Building Heat	4,112.10	6,000.00	-1,887.90
9300.12 · Cable & Internet	3,094.12	4,300.00	-1,205.88

## REC. FUND BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
9300.13 · Bar Supplies	8,299.02	800.00	7,499.02
9300.14 · Kitchen Supplies	1,776.45	5,000.00	-3,223.55
9300.15 · Cleaning Supplies	1,500.29	2,000.00	-499.71
9300.16 · Fund Raising Expenses	7,943.97	7,200.00	743.97
9300.17 · Misc.. Expenses	1,663.44	6,500.00	-4,836.56
9300.18 · Mowing	0.00	2,400.00	-2,400.00
9300.19 · Inspections	0.00	2,850.00	-2,850.00
9300.20 · Tickets	1,389.96	2,000.00	-610.04
9300.21 · Trash Removal	2,686.87	5,000.00	-2,313.13
9300.23 · Web Hosting	486.00	400.00	86.00
9300.25 · Electric	10,767.52	16,000.00	-5,232.48
9300.26 · Snowmobile Maintenance	153.92	500.00	-346.08
Total 9300 · Campton Mt. Expenses	105,919.93	134,405.04	-28,485.11
9400 · Skating Pond			
9401 · Jeep Expenses	140.85		
Total 9400 · Skating Pond	140.85		
9500 · Lounge Expenses			
9500.01 · Lounge Wages			
9500.0. · Summer Recreation Person	818.00	5,250.00	-4,432.00
9500.02 · F & B & F Admin Wages	13,205.40	18,463.00	-5,257.60
9500.05 · F & B General Support	2,094.88	2,000.00	94.88

## REC. FUND BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
9500.06 · Bartenders	9,515.41	11,280.00	-1,764.59
9500.07 · Kitchen Wages	30,142.46	45,140.00	-14,997.54
9500.08 · Pool Side Servers	944.08	2,040.00	-1,095.92
9500.09 · Event Staff	445.08	1,310.01	-864.93
9500.10 · Health Insurance	10,994.48	18,848.00	-7,853.52
9500.11 · Dental Insurance	806.40	1,382.00	-575.60
9500.12 · Retirement	5,158.00	4,483.00	675.00
9500.13 · Payroll Taxes	6,540.97	7,954.00	-1,413.03
9500.14 · Cell Phone	450.00	600.00	-150.00
9500.15 · Employee Education	303.07	750.00	-446.93
9500.16 · Criminal Record	75.00	300.00	-225.00
9500.17 · Travel	224.40	1,500.00	-1,275.60
Total 9500.01 · Lounge Wages	81,717.63	121,300.01	-39,582.38
9500.19 · Comped & House Charges	799.03	400.00	399.03
9500.20 · Waste Product	1,594.36	1,500.00	94.36
9500.21 · Bar Supplies	2,641.15	2,000.00	641.15
9500.22 · Kitchen Supplies	2,657.41	6,000.00	-3,342.59
9500.24 · Casual Labor	0.00	300.00	-300.00
9500.25 · Meals Tax	22,471.00	27,275.00	-4,804.00
9500.26 · Entertainment	22,800.00	22,000.00	800.00
9500.27 · Event Expenses	6,589.85	10,000.00	-3,410.15



## REC. FUND BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
9500.28 · Lounge Supplies	1,099.18	5,000.00	-3,900.82
9500.29 · Laundry & Uniforms	8,287.22	9,000.00	-712.78
9500.30 · Rec. Supplies	486.18	1,000.00	-513.82
9501 · Catering & Function			
9501.01 · Catering & Function Staff	297.75	14,298.00	-14,000.25
9501.02 · Payroll Taxes	23.07	2,341.00	-2,317.93
9501.03 · Catering & Function Expenses	323.60	8,000.00	-7,676.40
9501.04 · Wedding Commission	0.00	3,000.00	-3,000.00
9501.05 · Function Rental Expenses	0.00	3,477.00	-3,477.00
9501.06 · Advertisement	7,646.22	12,000.00	-4,353.78
9501.07 · Web Hosting	0.00	2,000.00	-2,000.00
9501.08 · Catering/Function Vendor	160.50	20,000.00	-19,839.50
9501.09 · Wedding Coordinator Allowance	715.04	1,800.00	-1,084.96
Total 9501 · Catering & Function	9,166.18	66,916.00	-57,749.82
Total 9500 · Lounge Expenses	160,309.19	272,691.01	-112,381.82
9600 · Front Desk Expenses			
9600.01 · Front Desk Wages			
9600.02 · Front Desk	54,948.95	85,232.00	-30,283.05
9600.03 · Payroll Taxes	4,520.14	6,732.00	-2,211.86
9600.04 · Travel	0.00	50.00	-50.00
9600.05 · Criminal Record	50.00	50.00	0.00
9600.06 · Cell Phone	225.00	300.00	-75.00

# REC. FUND BUDGET as of OCTOBER 11, 2019

	ACTUAL	BUDGET	VARIANCE
9600.01 · Front Desk Wages - Other	1,338.84		
Total 9600.01 · Front Desk Wages	61,082.93	92,364.00	-31,281.07
9600.07 · Purchased Movies	0.00	25.00	-25.00
9600.08 · Front Desk Expense	1,116.12	1,500.00	-383.88
Total 9600 · Front Desk Expenses	62,199.05	93,889.00	-31,689.95
Total Expense	518,765.97	771,241.09	-252,475.12
Net Income	76,622.06	-886.09	77,508.15

# WATERVILLE ESTATES VILLAGE DISTRICT

## December 6, 2019 MEETING MINUTES

Attendees: Andy Griffiths, Art Marks, Judy Kinney, Matt Smith, Sean Tole, Corey Smith

Guests: Harry Bertino, Jim Murphy, Ross Bouchard, David Ketcham, Bobbi Ketcham, Tom Fraser, Michael Hering, Ned McElroy, Steph Kiernan, John Herlihy, Mark Barajas, Marilyn Showstack, Terry Tole, M. Acorsey (sp?)

Called to order: Mr. Marks at 3:06 PM

Review and approval of Meeting Minutes: WEA BOD October 13<sup>th</sup>, 2019 minutes: Mr. Marks and Mr. Tole attended, but, other than the WEVD financial report and the general manager's report, no village district matters were discussed or voted on. October 25<sup>th</sup>, 2019 minutes, motion to approve by Mr. Marks. Mr. Tole asked that the record show that when discussing the utilization of funds across departments to avoid a financial impact on taxes, Ned McElroy suggested shutting down Campton Mountain as a means to cut costs. Mr. McElroy stated that his comments were "tongue in cheek". He stated for the record that he supports the ski area and snow making provided that the decision process for these services are carried out in a fair and equitable manner. Mr. Tole said that this discussion on the record worked as well as correcting the October meeting minutes. Mr. Griffiths made a motion to approve the October 25<sup>th</sup>, 2019 meeting minutes, Mr. Tole seconded, and the motion passed unanimously.

### Treasurer Report:

<b>Operating Accounts Balance:</b>	Northway	\$71,380.68
	<u>MVSB</u>	<u>\$357,339.25</u>
	Total	\$428,719.93

<b>Water Department Balance:</b>	Northway	\$22,466.94
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<b>Rec. Fund Account Balance:</b>	Northway	\$126,247.65
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<b>Friends of Campton Mt. Balance:</b>	Northway	\$37,476.61
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**Tax Collection as of today's date (Town, year, appropriation, balance):** Campton, 2015, \$985,422, \$33,412.72. Campton, 2016, \$985,552, \$11,088.52. Campton, 2017, \$976,757, \$1,098.48. Campton, 2018, \$1,069,955, \$33,772.90. Campton, 2019, \$1,124,327, \$614,622.63. Thornton, 2016, \$290,944, \$1,426, Thornton, 2017, \$299,741, \$0. Thornton, 2018, \$324,690, \$3,441.83. Thornton, 2019, \$360,718, \$324,144.

**Water Fee Delinquencies:** \$5,603.52 is the current open balance. Mr. Tole made a motion to forgive balances under \$10, Mr. Griffiths seconded, motion passed unanimously.

**Interim Treasurer Needed:** Ted Kunz has resigned as village district treasurer and the commissioners are looking for a new treasurer. The individual must be available year-round to sign checks.

### Manager's Report:

**Water System Chlorine:** Mr. C. Smith reported on the recent water monitoring issue being resolved with the state. The water quality was being monitored and maintained, but the data was not archiving. Upgrades are planned to make the system more automatic.

**Water System Master Plan:** Mr. C. Smith reported on a request for qualifications/request for proposal for engineering firms to provide a master plan for the water system. Mr. Herlihy suggested that the RFQ process be separated from the RFP process. He indicated that RFQ participants would refine the RFP to make it more

accurate resulting in more consistent response. Mr. Griffiths motioned to split the process into a separate RFQ, then RFP, Mr. Tole seconded, the motion passed unanimously. The commissioners recommended a three-person committee to help with the process of crafting the RFQ and RFP documents and evaluating the proposals from prospective bidders. Mr. McElroy, Mr. Herlihy (as lead), and Terry Bennett will serve on that committee.

**Water System Leaks and Water Conservation:** Mr. Tole asked if we should have a regulation for low flow fixtures. There were discussions about whether we want to add this to our existing regulation and enforcement burden. The result of the discussion was we should not add more enforcement burdens to the community administration. Mr. Barajas asked if home should have water meters and owners should be charged for excess usage. Mr. C. Smith suggested that consideration of meters should part of the Master Plan RFP and also pointed out that the designer's ability to evaluate what grants we might pursue would be important.

**Water System Ski Bowl Pump Station Electrical Panel:** Mr. C. Smith reported out on the pump station at the ski bowl. The current electrical system is inadequate. There are a range of fixes from cheap to expensive. The two most logical choices are a 400 amp service for around \$30k or an 800 amp service for \$60k. An engineer is working with our master electrician to evaluate and devise a plan. Mr. McElroy recommended an 800 amp infrastructure built out to 400 amp to keep costs low for now but to allow for future expansion. He also thought the estimates were low based on his industry experience. Mr. C. Smith recommended using funds from growth and new, water line upgrades or new wells. Mr. Griffiths made a motion to upgrade the electrical system to a 400 amp service with 800 amp infrastructure capped at \$60k taking half from each fund Mr. C. Smith had recommended, Mr. Tole seconded, motion passed unanimously.

**Roads and Paving:** Mr. C. Smith reported that this year's paving schedule was not completed. Our paving company has stated they will honor the quotes for next year.

**Rec Center:** Mr. C. Smith reported progress on the Kid's Corner. The fitness room is progressing as well, but is running a little behind schedule. To stay ahead of schedule, our staff may remove some machines and lay the new floor so that when the equipment people come they can remove the old and put in the new on the same trip. We are having trouble with snow removal. Cleaners do not have the physical ability for the work.

**Ski Area:** Mr. C. Smith reported that dynamic load testing is next week. Insurance inspection happened yesterday and went very well. Maintenance is being on the ski groomer. Mr. Barajas asked when lift evac training would be happening. Mr. Tole suggested we might have homeowner volunteers who would participate in lift evac training. Mr. C. Smith said our insurance company is good with that. Mr. C. Smith reported that Paul Axelrod has a failed septic in an easement zone that might need easement resolution from the commissioners.

**Recent Tax Re-valuation:** Mr. C. Smith reported out on the results of the recent re-valuation. WEVD residents in Thornton had land comparisons come from greater Thornton and not just the estates as the land sale data pool from the Thornton portion of Waterville Estates was too small. It is improper to use that comparison and they should have used land sales from the Campton portion of Waterville Estates to get a large enough data pool for comparison.

## **Financials:**

**District Operations:** Nothing extraordinary to report.

**Water Department:** Nothing extraordinary to report.

**Rec. Fund:** Nothing extraordinary to report.

### **New Business:**

**Get Together/ Tax Discussion:** Mr. M. Smith is having a tax card / abatement informal information session at 5 PM on January 18<sup>th</sup>, 2020 in the Summit Lounge at the Rec Center.

**Matt Smith:** Mr. M. Smith stated an objection to the WEA BOD's statement that the purchase of the snow gun would not result in an increase in taxes as they have no control of taxes or authority to make claims about taxes. He also objected to the WEA BOD making a purchase they intended to gift to the district without first getting the commissioners to vote to accept the gift. Mr. Hering stated that he objected to the premise that once something is gifted to the district that the district must maintain it in perpetuity. He argued that adding a snow gun as an amenity didn't mean that it obligated the district to buy a new snow gun when the current one reaches end of life.

**WEA/WEVD Collaboration Committee:** The WEA BOD has recommended a collaborative committee to resolve lines of communication, roles, responsibilities, and procedures between the association and the village district. The commissioners support this and Mr. Marks and Mr. Tole (as chair) will participate as members. Other members are Harry Bertino, Matt Smith, Chris Vargas, Mike Hering, Mark O'Hara, Judy Kinney, and Corey Smith.

**Employee Health Insurance for 2020:** The commissioners discussed what health plans were available. There are six employees on our health plan. Mr. Griffiths motioned to adopt the renewal option keeping last years' plan and policies, Mr. Tole seconded, the motion passed unanimously.

**Friends of Campton Mountain Fund:** The legal status of this group was discussed. The funds we currently hold must be dispersed per the original intent of the donors no matter the legal status of FOCM. Mr. Marks stated that the donations were made to benefit Campton Mountain Ski Area.

### **Old Business:**

**Reserve Advisors:** Mr. C. Smith stated that we are still waiting for their final report.

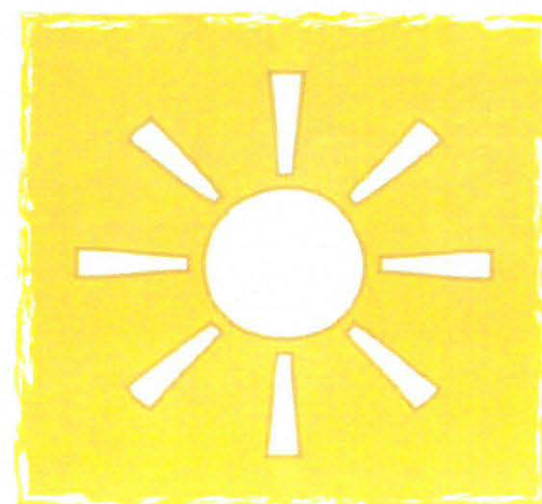
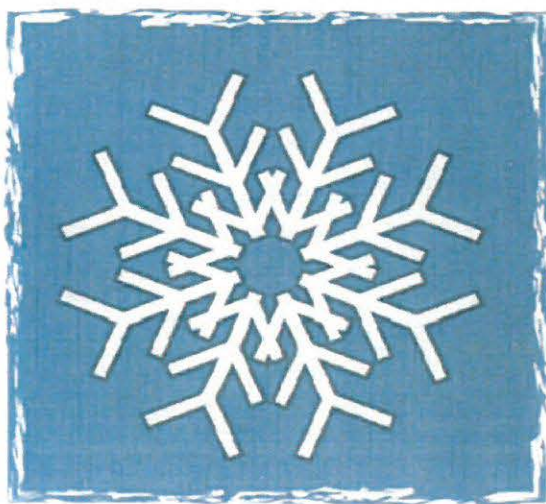
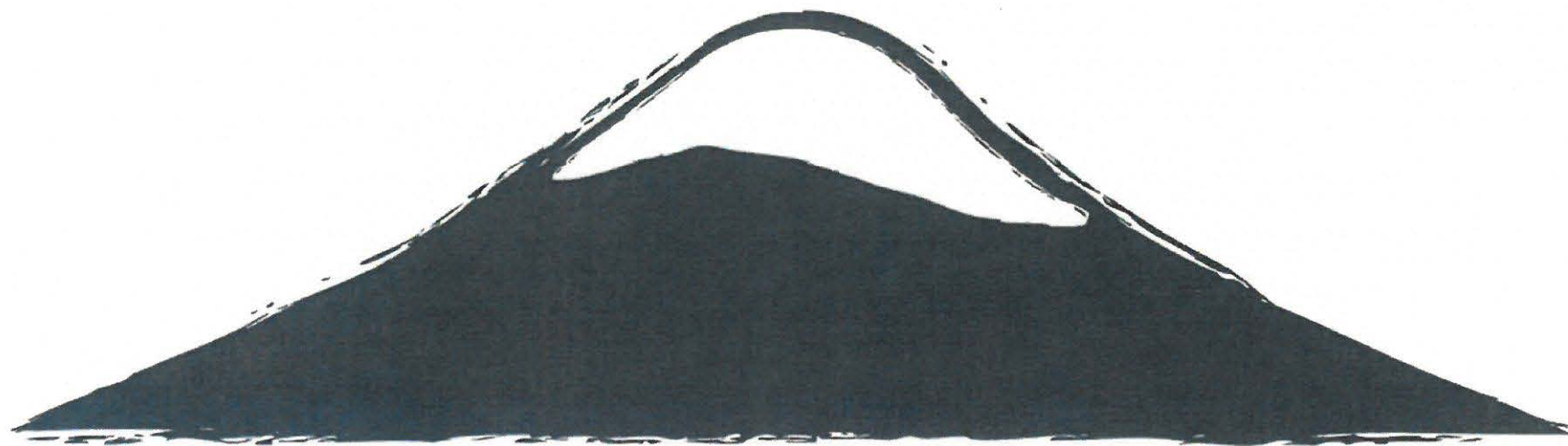
**Waterville Estates Warrant Schedule:** Ms. Kinney provided a schedule for the required meetings that are needed leading up to our annual meeting. Discussion occurred around when warrant articles needed to be submitted to the commissioners five Tuesday's before the annual meeting which falls in March 21<sup>th</sup> this year making them due by February 18<sup>h</sup> 2020. It was suggested to have them in by February 11<sup>h</sup> 2020.

**Weeping Birches:** Mr. Marks reported the district signed all the deeds required to bring the matter to a close.

**Set next meeting:** Saturday, January 11th, 2019, 9:00 AM

**Executive Session:** Mr. Tole motioned to enter executive session at 5:44 PM to discuss employee health plans for 2020, Mr. Griffiths seconded, motion passed unanimously.

**Adjournment:** Mr. Tole motioned, Mr. Griffiths seconded, motion passed unanimously at 6:27 PM.



**WATERVILLE ESTATES**

# WATERVILLE ESTATES VILLAGE DISTRICT COMMISSIONERS MEETING<sup>1</sup>

## DECEMBER 6, 2019

### AGENDA

- I. Meeting called to order at 3 pm
- II. Review, corrections and acceptance of Oct 13<sup>th</sup> BOD and October 25<sup>th</sup> meeting minutes
- III. Treasurer's Report
  - a. Account balances
  - b. Tax collections
  - c. Outstanding accounts
- IV. Manager's Report
  - a. Water System
    - i. Consideration of formation of water master plan engineer selection committee
    - ii. Ski bowl Electrical upgrade and update
  - b. Roads/ Paving
  - c. Rec. Center updates
  - d. Ski Area updates
    - i. Engineer request for qualifications
  - e. Taxes and evaluations - discussion
- V. Financials
  - a. District Operating Account
  - b. Water Department Account
  - c. Rec. Fund Account
- VI. New Business
  - a. Get together tax discussion
  - b. Matt Smith
  - c. Pick employee health insurance for 2020
  - d. Friends of Campton Mt. Fund
- VII. Old Business
- VIII. Set next meeting
- IX. Adjournment

# WATERVILLE ESTATES ASSOCIATION MEETING OCTOBER 13, 2019 MINUTES

Art Marks and Sean Tole in attendants

## WATERVILLE ESTATES ASSOCIATION MEETING OCTOBER 13, 2019 MINUTES

Attendees: Corey Smith, Mike Hering, Art Marks, Chris Fagas, Madhu Challugulla, Mark O'Hara, Claire Denton, Judy Kinney

Guest: Scott and Linda Ivers, Scott Monroe, Harry Bertino, Sean Tole, Chris Kiverce, Jack and Gail Hirbour

Meeting called to order at 2 pm - meeting called to order 2:03

Review and acceptance of September 14th meeting minutes

Addition on page 4- says Mark spoke on vision statement- Mark Canfield Chris motioned to pass. Mahdu second. Passed by all  
Treasurer's position open - discussion tabled until Samantha formally resigns.

<b>OPERATING ACCOUNTS</b>	<b>2019</b>	<b>2018</b>
Northway Operating Account	127,795.11	91,058.43
<u>Rec. Fund Operating Account</u>	<u>151,854.75</u>	<u>193,345.75</u>
Total of Operating Accounts	279,649.86	284,345.75
<b>CIF ACCOUNTS</b>		
Northway CIF Account	106,677.69	53,654.30
<u>MVSB CIF Account</u>	<u>223,698.20</u>	<u>211,015.30</u>
Total of CIF Account	330,375.89	364,669.60
<b>THE FRIENDS OF CAMPTON MT.</b>		
Friends of Campton Mt. Account	37,476.29	33,969.61



# WATERVILLE ESTATES ASSOCIATION MEETING

## OCTOBER 13, 2019 MINUTES

Art Marks and Sean Tole in attendants

### Committee Reports

Violations - Open position - discussion - Mike- thought is no one person should be in charge of this. Board will take over the role and the office will take care of the letters, files and communications. There is a lot to the follow up.

Reservoir road- the propane tank will be moved after Mike spoke with the owner.

Premature to vote someone in until Samantha's situation is firm.

50 Holland trail - letter has been sent. Asking them to cut renters to 150%. Letter to owners, letter to membership in total not sent. Group of neighbors here. The issue is indicative of a larger issue. 1.5 occupancy enforcement is difficult to implement

Jeffrey Hannon- this has been over a year problem. Over 20 people staying at the property at a time. Firepit

Cathy and Sean Sexton- long term owners Cindy and Ken Winn couldn't be here. Don't hear as much in winter. Always a lot of cars. Noise issue, plus the greyhound bus.

Mike- call to police at 11pm is appropriate from neighbors. We are going to put this to a vote to the regs. Paper ballot vote. Madhu- can we call fire department. Corey- they don't have time to enforce occupancy laws when they are dealing with emergencies. A lot of communities are dealing with this. The good thing is we have rules as an association to make changes. Can revoke passes, threaten fines if deemed unsightly. Regs say one family but have rules for renters as well. The owners have rights too. Going forward- HomeAway and VRBO- don't collect taxes but Airbnb does. We could remedy by putting in the regs that the third party has to collect taxes. This also puts a strain on the water system. Mike- summertime noise is a big issue. Please call the police.

Corey spoke to them before the letter- owner listened. After letter the listing says 14 beds but occupancy 9. Art- can we find out if they are paying taxes to the state. Mike- you have to be registered but state doesn't have a vehicle to police this. "If we catch you, you will get big fines" Corey- Airbnb has the information. Art- we are trying to solve this problem. Alert him to the fact that he needs to be paying NH taxes. Other owners- this house is run specifically as a rental property. It was sold and has a property manager who will not meet with neighbors and has made this very difficult.

Mike- this is a pending larger problem. The regs state that you cannot run a business in the estates. If you rent occasionally that is a different situation than running a business. How do we draw the line between incidental rentals and a business?

Art- 1.5 allowable septic change in Regs we could also change to running rentals as a business. Long term rentals are different as well. Mike- if we link a specific fine then we can enforce this when we have a problem. It would really be up to the neighbors to report it.

Sean- if there are only non-picture passes at a home-that indicates it is a rental property.

# WATERVILLE ESTATES ASSOCIATION MEETING

## OCTOBER 13, 2019 MINUTES

Art Marks and Sean Tole in attendants

Corey- what do we do for enforcement?

Harry- You have to prove that they aren't paying taxes.

Claire and Corey will look into if they are registered to paying taxes to state of NH. Mike- we should move toward a goal of regulating this. Madhu- do we need to seek out a lawyer. Corey- maybe we have central reservations here. Mike wants Madhu to help organize a group to look into this. Corey, Madhu, Art and Claire will work on this "Rental Policy Committee" Not a new issue- it is just growing.

### Off Road Vehicles -

Corey- the owners got back right away and requested time to deal with the problem. The renters seem to be gone and the off-road vehicles are gone.

### Building Committee - Mike - a few applications

Corey- the towns say they will put something into the paperwork that the estates need to be informed when a permit is applied for.

Mr.. Dorsey has purchased land- conditional permit to cut driveway given and will blast at the end of this month. Applied for septic permit to state. Driveway is going in off of Snowwood. According to his drawing that is where drive will be. Mike- house will be so windows face view facing Horizon drive. After a few years of growth, we might not see the house.

Mike- if there is a zoning issue that is when we would have contacted unless there is a variance needed. Contact would be made through the building committee process.

### Entertainment/Events Committee -

Corey put our request for NYE family party. We need to clarify when we are hosting the party as it is in the middle of the week. Corey is thinking reserve a double decker pool party for the rec center. We can ask a few owners to keep an eye on it. Kids aren't allowed under 14. If owners want it, we can open up upstairs. Mike- it has to be clear that owners can't drop kids and go.

Courtney is working on a prom night party for the future.

Ski lodge- once the leaves hit the ground, things will slow down. We can use the labor in other areas. We haven't been open in the past. Mike- shut down after this weekend- All agreed to open Friday Nov 29 and offer entertainment Saturday and stay open after that.

# WATERVILLE ESTATES ASSOCIATION MEETING OCTOBER 13, 2019 MINUTES

Art Marks and Sean Tole in attendants

Sean- locals like the mountain view lounge - can we get some pizzas. Corey- maybe on the days of big games we can put someone in the kitchen.

Candidates night- November 30- all agreed. At Campton Mountain. Saturday night after Thanksgiving. Judy will make sure there is a microphone available

Trail Committee

Dave was not available today.

Corey- they are doing a great job and communicating very well about it. The group has done a wonderful job. The long-term goal is to make a total loop leaving the community center and walking down to the river. They are building bridges and getting rid of all the swampy areas. Excellent work!

Cookout is planned for next weekend. Dave is going to send out a notice to see if that will happen. If they can manage a cookout, we will accommodate whatever they need.

Snow Committee- Mike

Chris- would like to submit letter from Rick LeBlanc he has spoken with at least 30 homeowners who agree with his sentiments.

Corey- this needs to be forwarded to the district.

Mike- according to the district, no domestic water is to be used for snowmaking.

It should have been advertised. If there are enough compelling reasons to go forward with this.

Madhu- if the district says we can go forward to this. We have the gun. 60 hours of water.

Corey- have the hydro engineer write a letter about the impact. Madhu- can we prove that the water supply isn't being affected.

Corey- we are simplifying the issue that it is just about the ski area that people are concerned.

Mike- what kind of water usage are we seeing all year. Is this a drop in the bucket.

# WATERVILLE ESTATES ASSOCIATION MEETING OCTOBER 13, 2019 MINUTES

Art Marks and Sean Tole in attendants

Corey- lets stick to the facts and have an engineer look into it.

Chris- clarify that this letter is just to use the domestic water this year.

Corey- this would set a precedent and the expectation would be that it would be there going forward. Engineers are coming to the next district meeting Friday October 18, 2019

Madhu- can we see draft minutes after district meeting in short form. Madhu will make a formal request.

Chris- having the opinion of the engineer means that we have the possibility of snowmaking this year.

Corey- Will be paid for from the consulting line on the rec fund.

## Treasurer's Report

### Account Balances

<b>OPERATING ACCOUNTS</b>	<b>2019</b>	<b>2018</b>
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Friends of Campton Mt. Account	37,476.29	33,969.61

Manager's Report

# WATERVILLE ESTATES ASSOCIATION MEETING

## OCTOBER 13, 2019 MINUTES

Art Marks and Sean Tole in attendants

District Update- new water supply is tricky to answer. We want the information coming from the hydro engineer

Everyone will be getting a letter on a violation. The computer monitoring went into non-report mode and the manual check was not checked by the company Lakes Region Water.

Struggling to get paving done. Season, rain and quote from only one company- probably will be put off to the spring.

Water System update - see above.

Ski Area updates- bought dozen chairs that match our current chairs, counterweight repaired, CIF vote request for the skandic snow machine.

New snowmobile will replace a worn-out piece of equipment. Chris motioned for this new snowmobile funded by CIF \$11,000 Mike seconded. All approved.

Community Center updates- outside- closing outside after this weekend.

Lower tennis court was sealed by Vermont Tennis. The two uppers tar is hardening. Probably should have them back in the spring. The issue is covered for the winter and should not cause any further issues

Fitness room- high pressure epoxy to the ceiling area. Hopefully will get

the paneling done soon. Granite state glass is coming. Flooring will be a wood looking linoleum. Rubber mats for free weights will go on top. Floating floors are opening up. Waterville Valley is having the same issue. The floor needs to be prepared appropriately. There are several different materials under the current floor.

Post Office update-

There are more properties than there are post boxes. We might be

able to reconfigure what is there. In the long run, we need a plan for more mail boxes. There is a possibility that we would need 530 mailboxes.

Scott and Linda Ivers- Someone from the post office came down and checked boxes. They reassigned a box after opening them and finding old mail in there from 3 years ago.

This contradicts everything we have been told by the post office.

Corey is working on it. There will be an expense for this. We don't take packages in the rec center due to contents. Packages are being delivered to PO- Corey will work on this and report back.

# WATERVILLE ESTATES ASSOCIATION MEETING

## OCTOBER 13, 2019 MINUTES

Art Marks and Sean Tole in attendants

Mike- there is room for 80 boxes without changing the structure but that removes the drop box

The question is if they will allow us to put in less than 530.

Old Business

CIF/COLA/Sales - Discussion - right now \$2000 for a house, \$1000 for land, Madhu is proposing \$2,500 per house and 1.5% of assessed value.

Chris thinks it should be a flat fee. Since we all use the roads, community center etc. the same.

Art- CIF is for capital improvement. It doesn't change how you use the facilities.

If you attach CIF/COLA it would take 2 votes. Corey- simplicity might help in this situation.

Chris- maybe a small raise attached to COLA. This is a more reasonable amount to ask people for.

Corey suggests tying CIF to evaluation. Take the amount paid to the district and call for that amount to CIF. Condos will end up paying less. On average that would take us from \$2000 to \$2,600. This would include the assessed value of each home in the CIF.

Chris- ownership voted that \$4000 was too much. Mark- \$2500 is much more reasonable with COLA.

Corey- vote for just COLA that is more important than the \$500 increase. Chris- this number is much more reasonable and that included with COLA Art- there was no agenda attached to the increase hurt the vote.

Mike- we did put out all the stuff that was paid for by the CIF.

Art- there is \$300,000 what else are you planning on paying for. The community needs to be made aware of what long term planning is doing. We need to do a forward-looking plan rather than just looking back on what we are doing.

Mike- \$2,500 plus COLA? Judy- what about land?

Art- \$1,250 for land plus \$1,250 additional if you build. -

Corey- let's call this discussion and check with Courtney and Brent. Board should be unanimous on this decision.

Madhu requests \$350 more for gym. Coming from discretionary CIF money.

# WATERVILLE ESTATES ASSOCIATION MEETING OCTOBER 13, 2019 MINUTES

Art Marks and Sean Tole in attendants

Association/ District interplay (Lease, Management Agreement) -

Board needs to vote to approve for the management agreement the same amount of money for last year's services with a 1.6% COLA increase. The expectation is for the same amount of services provided last year

Mark makes a motion for the same amount of dues to be paid to the district as a management fee as last year only adjusted for COLA at 1.6%.

Madhu seconds motion. Unanimous vote.

Adopt A Road - Scott Monroe -

Close to second review for a draft. Handout is not current. All the roads have been assigned and local people will have their choice of adopting a road section. Corey will send out a distribution and with a map and listing of roads with Scott's information.

Volunteers will pick out sections. Scott will coordinate meetings and follow through process. It will be managed through a Gmail account, keeping emails of volunteers private only to Scott. It will be part of the spring cleanup day, a fall day and might get involved with a bar-b-que with trail cleanup crew. People will have to sign volunteer forms to avoid liability.

Chris- clarify the scope of this. We don't want people filling pot holes and cutting trees down.

Scott- we need to report to the appropriate people when something more needs to be done.

Art- The tree leaning is on just about every street. We don't want this to turn into something else for Corey to take care of

Corey- owners should report trees to power company.

Scott will come up with the scope of this and get back to us.

New Business - no new business



# WATERVILLE ESTATES ASSOCIATION MEETING

## OCTOBER 13, 2019 MINUTES

Art Marks and Sean Tole in attendants

Owner's Corner - Jackie Maier on weeping birches. Scheduling of bar service. Attended multiple occasions when there is only one server at the bar. Scheduling bands and not having enough staff.

Mark- Last night there were 2 scheduled but someone didn't show up.

Corey- it is a scheduling problem because we can't always predict. It is hard to find staff that are willing to come in only on certain days.

Jackie- can we advertise at Plymouth state?

Mike- the problem is in the past when we have done that they don't show up.

Corey- we have had much better luck with high school but they can't serve at the bar. It is very challenging filling positions for such seasonal work.

Jackie - offer midweek hours. People are going to go elsewhere.

Corey- the problem isn't totally about getting people; it is getting reliable people. The way we solve these issues is you staff for these issues. The answer is to increase our dues. We have to pay a wage based on whether or not it is busy. We need this with all of our staff, not just the bar staff. This has to figure into the discussion. We are doing what we can with what we have. It is unsustainable with the current budget. We had an independent party come in and the result was that we are operating at the lowest staffing in the country due to our budget.

Art- we are doing the best that we can with the money we have. Corey and staff are

doing an amazing job with what they have been given.

Jackie- in the surveys are people asking for live music- should that money be going to the staff rather than the live music?

Corey- if you do away with the live music- then are you staffing and not having people come? We could do that

Art- it is \$18,000 for the year for entertainment. How much of a person are you going to get for that money?



# WATERVILLE ESTATES ASSOCIATION MEETING OCTOBER 13, 2019 MINUTES

Art Marks and Sean Tole in attendants

Corey- we have a funding issue as well as a scheduling issue. 30 weekends of staffing and a lot of those hours are on holiday weekends. The entertainment fund of \$18,000 would cover that.

Art- we had no weddings to pay for a full-time food and beverage manager and we don't have the people.

Corey- the wedding staff also provided the overflow staff. We are in the process of doing the budget. We may be able to reconfigure this to get a person in there full time.

Jackie- it is possible that no weddings are the new normal we have to look at other options.

Corey- there are a lot of things to figure out. One of the biggest things to look at is what we have for what we pay. We are in a unique position of feast or famine. We have resort expectations on an association budget.

Harry- hasn't this already been addressed and why wasn't it fixed.

Corey- we are working on this now for the budget going forward. Offered to show Jackie the budget and take input.

Jackie- can you conference in and join the board?

Consensus is tele-commuting is challenging. You get lost in the mix. It works, but it isn't the same as being here.

Mike- maybe we can revisit Plymouth State. There is a 3.2 unemployment rate in NH- the people who aren't working aren't because they don't want to be.

Harry- is the new definition of the CIF going to be voted on. That isn't in the bylaws now that defines it. You are changing the bylaws by adding something.

Madhu- we adopted the definition set out by the government

Mike- we will call the lawyer on that issue.

Judy- will contact the lawyer if we need to change the regs if we are just adding a clarification.

Sean- will look into investing the CIF for next meeting.

Set next meeting - Saturday, November 30, 2019 2-5

Adjournment - moved to executive session at 5:26pm

# WATERVILLE ESTATES VILLAGE DISTRICT

## OCTOBER 25, 2019 Meeting Minutes

Attendees: Andy Griffiths, Art Marks, Sean Tole, Ted Kunz, Corey Smith, Dave Ketcham, Bruce Lewis-Lewis Engineering, Jim Vernon-Nobis Group

Guests: Chris & Kathy Fagas, Mike Hering , Jamin Levassevn-Moriarty Management, Ellen Krag, Bobbi Ketcham, Mark Canfield, Andrea Canfield, Rebecca McElry, Ross Bouchard, Ned McElroy, Linda Ivers, Arnold Goodman, Anthony Patti, Tom Clark, Ed Culver, Harry Bertino, John Herlihy, Loren & Terry Bennett, Terri Tole, Sue McDermott, Jeffrey Hannon, Maureen Patti, Robert Moore, Libby Griffiths, Denise Bujalski

Call to order: Mr.. Marks at 3:08 pm

Taking of the Minutes/Roll of District Clerk: Mr.. Tole presented outline of the Clerk position as defined by the New Hampshire Municipal Association. The taking of the minutes is required at all WEVD meetings when a quorum is present. Right to Know laws apply. The Clerk, or designee, will take the minutes, to be recorded by the Clerk. If the meeting includes voting by registered voters, the Clerk, and only the Clerk, can take the minutes, i.e. annual meetings. Minutes will be published in a timely fashion; the opinion was 72 hours.

Review and acceptance of meeting minutes: September 26, 2019 minutes, motion to approve Mr. Tole, 2nd Mr. Griffiths, passed

Water System Discussion: Mr. C Smith introduced Jim Vernon, Nobis Group and Bruce Lewis of Lewis Engineering, who have years of involvement with Waterville Estates water system. Jim gave an overview of the standard well types and which type is currently used here at the Doe Run well site (source-gravel aquifer, type-'T'). He addressed the need for new wells to accommodate capacity due to new housing builds and increased occupancy. How much water do we need? To add or replace wells impacts the type and location (off Snowood or Marden Circle). The State of NH permits the solution which has additional requirements for capacity and required acreage. He continued to discuss pros & cons of each type. A Q&A session followed:

JH - Is there a capacity issue with wells? JV - Not an issue. Current well type is replenished by Mad River watershed. What about pressure issues? JV - Pressure is not directly a well issue (also related to infrastructure)

NM - How long is expected life of wells? JV - Not able to determine. Well heads can clog or breakdown depending on mineral deposits. Why or what are the objectives as stated (on the handout)? JV - Replacement is not necessary (but an option). Still trying to decide. It's not a crisis, but best to be proactive

AG - What is the situation of the aquifer? JV - The Mad River aquifer is gravel and very large, only used by 2 small community systems (Campton & Waterville Valley). The concern would be with the well itself, not the aquifer. Challenge is the older infrastructure and elevations.

## WATERVILLE ESTATES VILLAGE DISTRICT

### OCTOBER 25, 2019 Meeting Minutes

RB - State water quantity of available verses usage. JV - Available water is not a current issue. Peak vs average is very different (for WVE community). There is plenty of water, but growth is a concern. How long (until wells are an issue)? JV - Can't specify, couple years or a couple decades, not ready to say. Risks also include bacteria at the source (well head) or in distribution (infrastructure). Leaning to add wells, not replace. CS - Decision is also dependent on state (NH) input.

MH - In summary, we have an unlimited aquifer with National Forest (water) supply. The well's concern is from aging, could existing well be rebuilt? JV - Yes, it's an option. Growth is next concern, can we supplement with additional well? JV - Yes. Snowood site is a great source, but difficult location and expensive to build. Marden site is bedrock type (less costly build, less water capacity). Trying to preempt issues from growth.

TB - Is there a master plan for growth of usage and infrastructure upgrades? JV - Plan adds to water main assessment. Pressure comes from gravity and should be consistent except during peak usage (vacations weeks & weekends). Objective is to make infrastructure recommendations based on how many build-able lots and build rate projections to create a master plan.

RB - What is the stability assessment based on 3-4 breaks to Taylor Drive? JV - With year by year upgrades and improvements, its in mixed condition. Break/fix is done with upgrades to size. The system is stable.

TB - Have master plan ideas been considered? Mr. Marks - Yes, we have. Currently building a road to Snowood site and are preparing for dug wells at Marden site.

JH - Seems like you are stabbing in the dark on source of bacteria? Mr. C Smith - Not so. We are testing at multiple locations, Community Center and Ski Bowl. Starting a new process to test at the well head site. Why not 100 test sites? CS - It's not practiced in common (similar community systems). I'll defer to Bruce. Bruce Lewis - You have a mid-size water system at Waterville Estates. There are pressure issues due to large elevation differences. After 11 months of testing, bacteria were found, but not a major issue. A small amount of chlorine is a best practice. Today's testing is more sensitive and identifies indicator organism, not necessarily a problem. Test the source, ski bowl and Comm Ctr, then test at each break/fix event. State process takes years for backup source.

NM- What is condition of infrastructure? BL - Roughly 30 years old with a 50-year lifecycle. Of the (water fee) money collected, has any of it been spent on the solution? BL - We are in assessment phase. Any concern over electrical overload, can I review electrical assessment?

JH - Can anyone tell if pressure drops (at a dwelling)? BL - It would require manual observation to measure at location before and during event.

Mr. Tole - If tank is full, would you see pressure change (during snowmaking)? BL - There's a 6" main off the tank, would not see any change.

HB - Snowmaking uses 60 gallons per minute for 8-10 hrs.? CS - Yes. It's an 180,000-gallon tank. (A discussion ensued regarding the operational procedures during snow making)

NM - Can we bring in state agency(s) on the water and electrical work completed for snow gun? CS - Yes.

# WATERVILLE ESTATES VILLAGE DISTRICT

## OCTOBER 25, 2019 Meeting Minutes

### Treasurer's Report

Account Balances: Mr. Kunz stated funds are kept in a sweep account which charges \$12 per month fee. This has been stopped.

#### DISTRICT OPERATING ACCOUNTS

Northway Operating Account	\$57,179.15
<u>MVSB Operating Account</u>	<u>\$437,242.84</u>

Total Operating Accounts	\$494,421.99
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#### WATER DEPARTMENT

Northway Operating Account	\$41,445.82
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#### REC. FUND OPERATING ACCOUNT

Northway Operating Account	\$138,985.06
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#### FRIENDS OF CAMPTON MT

Friends of Campton Mt. Account	\$37,476.29
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Tax Collection: Tax checks were received from Campton & Thornton.

Outstanding accounts:

Water: (days) 1-30 \$41.47; 31-60 \$51.94; 61-90 \$96.24; >90 \$4034.26 Total \$4228.51

### Manager's Report Mr.. C Smith

Water System: Hodgman Hill feed: Pressure readings indicate source pressure is adequate, but pressure at the end is not. The fix is in the Hodgman Hill (association) lines. The building supply line is 1 1/4" for 37 units. Pressure readings were taken early Saturday morning during traditional peak usage. Water Quality Reporting: WEVD had a violation in state water quality reporting. A notice will be posted on the doors of each residence. The failure was in the data recording device. Lakes Region did not know of the failure, therefore there is missing data resulting in noncompliance violation.

## WATERVILLE ESTATES VILLAGE DISTRICT

### OCTOBER 25, 2019 Meeting Minutes

Mr. C Smith stated that projected flows are estimates, actuals are known. The Estates uses approximately 1 million gallons per week.

Roads/ Paving: Paving schedule is behind, will not be able to address unless Bryant has a cancellation. Recommends moving to spring. Staff has been working on the trucks, roads and sanders to get ready for winter. The backhoe needs work again. The plan is to replace next year. Can we start the new lease/buy vs putting money into fixing for 1/2 year? Will get proposal.

Rec. Center projects update: Tennis Courts: Lower court cracks filled by Vermont tennis. What about upper courts? Upper courts were perceived to be in better shape. Fitness Room: Walls are moving forward, received some good feedback. Flooring is a challenge. Looking at rubber with vinyl top, 10-year warranty. Kids Room: Carpet is down. Unable to inject cracks, blew out and hot tarred instead. Will monitor to see if any issues at lower section.

Campton Mt. update: Routine maintenance is done. Ramp, counter weight and grip testing of cable is complete. Full load dynamic test pending (fill chairs, run backwards, hit breaks). Inspection pending. Groomer maintenance pending. Slope cutting scheduled for next week. Plan to open lodge on Friday after Thanksgiving, closed for now.

Post Office: Communicated with east coast representative. Option to take ownership of mail box keys. Some boxes were determined to not be used, by owner is unknown and USPS can't tell us due to privacy restrictions. Should we provide 500 boxes or only those who need them. Mr. Marks responded with as needed and to add 50 to existing structure.

#### Financials

District operating account: nothing to report

Water Department: nothing to report

Rec. Fund operating account: nothing to report

Friends of Campton Mountain: nothing to report

New Business none to report

## WATERVILLE ESTATES VILLAGE DISTRICT OCTOBER 25, 2019 Meeting Minutes

### Old Business

Reserve Study: Mr. C Smith stated email sent advisors to be onsite for November 7. Time TBD, requested 10:00am. Ross B asked if previous reports are available. Mr. C Smith stated they are imbedded in the Long-term Planning worksheets.

Bart – Pass revocation: Consideration is for nonpayment of water fees; can rec pass be revoked? Judy spoke with legal, not a viable option. Mr. Griffiths stated it would be difficult to implement. Can commission ask WEA board to implement penalty? Not as it stands. Mike H stated it would require RSA changes, but may be considered. Mr. Griffiths stated WEA organized committee to assess options.

Laconia is implementing procedures for noncompliance of short-term rental policy violations through Airbnb.

Weeping Birches roadway: no update

Protecting Capital Assets from Inflation: no update

Trail Groomer: WEA Board approved CIF appropriation to purchase new snow machine for grooming and emergency response.

### Guest Business/Open Topics

Ned M asked to be informed when the WEVD annual budget planning process starts.

Harry B asked for confirmation of the water pressure readings on Hodgman Hill condos, 37 PSI on the hill, 19-20 PSI in building (J unit). State requirement is a minimum of 20 PSI 24 hrs. a day. He also asked for clarification of water line ownership, is it WEVD. Affirmed.

Mr. Tole stated that he attended the October WEA Board meeting. Minutes of that meeting to the WEVD record.

Mr. Marks stated that he and Mr. Tole attended the Thornton meeting in regards to Weeping Birches.

Mr. Tole asked for the monthly WEVD meetings to be called Commissioner meetings vs District meetings in regards clarification of purpose. Mr. C Smith stated he was not in favor. Decision TBD

## WATERVILLE ESTATES VILLAGE DISTRICT

### OCTOBER 25, 2019 Meeting Minutes

Mr. C Smith passed on information regarding the reporting of electrical outages. When WEA staff calls it in, its logged as one impacted user. Therefore, each homeowner needs to call the power company. The more calls mean more impact, the faster the response. Staff will send out a Constant Contact notice with call-in numbers for each power company.

Mr. C Smith brought up an Adverse Opinion GASB 34 from auditors regarding municipality provided insurance for retirees. The retiree pays the premium, but it could result in an increase in policy premium due to older median age. The compliance cost is \$3000 per year. If not paid, could result in bond rate increase.

Mike H made a request to recognize Lloyd Willey for years of service to Waterville Estates. Mr. Marks acknowledged and suggested similar recognition for Sam (Samantha Ciaston)

Next Meeting: Friday December 6 @ 3:00pm (due to Thanksgiving holiday)

Executive Session: not required

Adjournment: Mr. Tole made a motion to adjourn, Mr. Griffiths 2nd, passed at 5:42 pm

## TREASURER'S REPORT ACCOUNT BALANCES as of DECEMBER 2, 2019

**DISTRICT OPERATING ACCOUNTS**

Northway Operating Account	71,380.68
<u>MVSB Operating Account</u>	<u>357,339.25</u>
Total Operating Accounts	428,719.93

**WATER DEPARTMENT ACCOUNT**

Water Department Account	22,466.94
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**REC. FUND OPERATING ACCOUNT**

Rec. Fund Account	126,247.65
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**CAMPTON MT. ACCOUNT**

Friends of Campton Mt. Account	37,476.61
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**TREASURER'S REPORT**  
**TAX COLLECTIONS as of DECEMBER 2, 2019**

<b>CAMPTON</b>	<b>APPROPRIATION</b>	<b>BALANCE</b>
2015 -	985,422	334,412.72
2016 -	985,552	11,088.52
2017 -	976,757	1,098.48
2018 -	1,069,955	33,772.90
2019 -	1,124,327	614,622.63

**THORNON**

2016 -	290,944	1,426
2017 -	299,741	0
2018 -	324,690	3,441.83
2019 -	360,718	324,144

# TREASURER'S REPORT

## OUTSTANDING WATER ACCOUNTS as of DECEMBER 2, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Borges, Daniel & Paula	0.00	0.00	0.00	1.97	206.05	208.02
Breton, Randy & Denise	0.00	0.00	0.00	1.97	206.05	208.02
Brown, Scott & Sheila	0.00	0.00	0.00	0.00	2.04	2.04
Connolly, Mary	0.00	0.00	0.00	0.00	0.01	0.01
Crowley, Robert & Patricia	0.00	0.00	0.00	0.00	0.09	0.09
Dicecca, Camillo	0.00	0.00	0.00	1.97	230.05	232.02
Diefenbach, Robert	0.00	0.00	0.00	0.00	4.01	4.01
Durnan, Peter & Fischer, Kristen	0.00	0.00	0.00	0.00	2.04	2.04
Eliseeva, Alexey & Marie	0.00	0.00	0.00	0.00	2.04	2.04
Flynn, Alexander & Michelle	0.00	0.00	0.00	1.97	208.09	210.06
Fritz, Jeremy & Jaclyn	0.00	0.00	0.00	1.97	206.05	208.02
Griffiths, Andrew & Elizabeth	0.00	0.00	0.00	1.97	206.05	208.02
Hale, Sharon	0.00	0.00	0.00	1.97	206.05	208.02
Hicks, Kristin	0.00	0.00	0.00	1.97	206.05	208.02
Hirbour, Charles & Gail	0.00	0.00	0.00	1.95	204.01	205.96
Keegan	0.00	0.00	0.00	3.94	434.13	438.07
Kelleher, Dennis	0.00	0.00	0.00	3.94	436.10	440.04
Kierce, Christopher & Amanda	0.00	0.00	0.00	0.00	6.05	6.05
Kiernan, Stephanie	0.00	-200.00	0.00	0.00	0.00	-200.00
Kikel, Erich & Annie	0.00	0.00	-191.98	0.00	0.00	-191.98
Kniffin Living Trust	0.00	0.00	0.00	0.00	2.04	2.04
Mahoney Jr., John	0.00	0.00	0.00	1.97	6.05	8.02
McCaughey, James & Stephanie	0.00	0.00	0.00	1.97	208.42	210.39
McDorr, Thomas & Pamela & Gabree	0.00	0.00	0.00	1.97	206.05	208.02
Mellen, Robert Sr. Trust	0.00	0.00	0.00	1.97	206.05	208.02

## TREASURER'S REPORT

### OUTSTANDING WATER ACCOUNTS as of DECEMBER 2, 2019

Murphy, Brian & Michelle	0.00	0.00	0.00	1.97	206.05	208.02
Murphy, Carline Seide	0.00	0.00	0.00	3.94	436.10	440.04
Murphy, Stephen- House 1						
Murphy, Stephen- House 2	0.00	0.00	0.00	1.97	2.04	4.01
Murphy, Stephen- House 1 - Other	0.00	0.00	0.00	1.77	0.22	1.99
Total Murphy, Stephen- House 1	0.00	0.00	0.00	3.74	2.26	6.00
Nordbeck, Timothy & Michelle	0.00	0.00	0.00	1.97	206.05	208.02
Paino, Ann Marie	0.00	0.00	0.00	1.97	206.05	208.02
Payne, Edward	0.00	0.00	0.00	1.97	206.05	208.02
Reynolds, Linda & James	0.00	0.00	0.00	0.00	6.05	6.05
Richez, Philippe & Nathalie	0.00	0.00	4.90	0.00	1.15	6.05
Seward, Nancy	0.00	0.00	0.00	1.97	206.05	208.02
Sexton Family Trust	0.00	0.00	0.00	1.97	206.05	208.02
Stanley & Cardullo	0.00	0.00	0.00	0.00	2.04	2.04
Strong, Derrick	0.00	0.00	0.00	3.94	436.10	440.04
Sweeney, Christopher	0.00	0.00	0.00	1.97	206.05	208.02
Taylor, Richard & Jodine	0.00	0.00	0.00	0.00	2.04	2.04
Uminsky, Todd	0.00	0.00	0.00	1.97	206.05	208.02
Wholey, Shawn & Carla	0.00	0.00	0.00	0.00	2.04	2.04
TOTAL	0.00	-200.00	-187.08	60.85	5,929.75	5,603.52

Waterville Estates Village District

# Request for Qualifications

Professional Engineering Services for Development of a Water Master Plan  
and Distribution System Upgrades

Waterville Estates Village District  
New Hampshire  
Request for Statement of Qualifications  
For Professional Engineering/ Geological Services

Waterville Estates Village District, located in the Towns of Campton and Thornton, New Hampshire is seeking qualification statements from interested engineering firm to develop a Water Master Plan which includes: evaluation of the current water source, distribution system, pressures and infrastructure. The plan needs to consider complete Build out in the Waterville Estates. Qualification Statements must be received by: \_\_\_\_\_. Submissions shall be hand delivered or mailed to:

Office of Waterville Estates Village District % Cory Smith  
Waterville Estates  
562 Winterbrook Road  
Campton, NH 03223

The submission shall be in a sealed envelope clearly marked "WATER MASTER PLAN QUALIFICATION STATEMENT". No faxed, e-mailed or electronic submissions will be accepted. Six copies of the qualifications must be submitted. Questions shall be directed to:

\_\_\_\_\_ at e-mail : \_\_\_\_\_

### General Overview

Waterville Estates Village District water system consists of \_\_\_\_\_ miles of water mains, 2 T- Wells, \_\_\_\_\_ pumping stations. Portions of the system are more than 35 years old and are experiencing numerous repairs. Consistent water pressure in the delivery system has been a problem. Waterville Estates needs to plan for complete buildout within the Estates.

### Summary of Current Situation

District Commissioners and Residents of the Waterville Estates have expressed concern over the condition of the T-wells, capacity of the aquifer, condition of the current infrastructure, pumping stations, and

water pressures. Reportedly, water pressures are very low when current full occupancy use stresses the current water system. Evaluation of the current system, and development of a comprehensive capital program to maintain, repair, and replace the system is desired in the master plan. In addition, residents have expressed concern that using the current water source of Snow Making is detrimental to the system. Alternative options need to be evaluated.

In addition, the district system was recently cited by the Department of Environmental Services with a Notice of Violation. The notice required the system be treated at the source.

## Project Goals

Development of a Master Plan with funding strategies and any required SRF applications to NHDES shall be part of the scope of work. A summary of project goals includes, but not limited to:

- \*Evaluate and develop a Water Master Plan for Waterville Estates compliant to NHDES requirements.
- \*Develop a distribution plan for full buildout.
- \*Determine need for new water source/ supplemental/ total.
- \*Determine risk with existing wells, yield/ water quality/ remediation.
- \*Develop a capital needs schedule based upon evaluation results sets a path forward for improvements and growth needs of the system.
- \*Develop a estimate of the cost of needs, understanding engineering and final costs of needs will be requested from qualifying firms at before proceeding with any construction
- \*What does the current Roadmap for Waterville Estates as compared to Tying into the Campton Water Precinct. Evaluate value and cost to the Waterville Estates community.

## Proposal Contents And Evaluation Criteria

- \*Project Schedule
- \*Relevant experience of the firm and subcontractors
- \*Experience of assigned personnel

- \*Quality of the proposal
- \*Understanding of the project
- \*Client references
- \*Statement of cost/ fees to develop master plan and related documentation.

Upon review of all responses, the Village District may select one or more firms to interview. Upon completion of the interviews the Village District will attempt to negotiate any details of the final Scope of Services. If the District is unable to reach agreement with the selected firm, the District reserves the right to negotiate with the next highest rated firm until agreement is reached.

### Reservation of Rights

Waterville Estates Village District reserves the right to reject any of all statements, or to accept statements that are deemed to be in the best interest of the district. The district reserves the right to make inquiries regarding the firms qualifications and reputation. The district reserves the right to negotiate directly with the firm for additional project work including design, construction, construction administration services, engineering and design services.

### Qualification Requirements

1. Cover Letter
2. Brief Description of the firm
3. Project understanding
4. Project approach, time schedule and fee schedule
5. Experience statement as related to project.
6. A list of references
7. Project Team Chart with resumes
8. Certificate of good standing with the Secretary of State, Corporate Division in order to perform work in the State of New Hampshire.
9. Six copies of the qualification documents submitted to the WEVD Office not later than 1:00 pm on \_\_\_\_\_.

District Role

The Waterville Estates Village District Board of Commissioners and their representatives will be responsible for review and administration of the this request.

#### Inquiries

Any additional information, inquiries, clarifications regarding this RFQ would be addressed to: Waterville Valley Village District Commissioners, % Corey Smith, [corey@waterville-estates.com](mailto:corey@waterville-estates.com); (603) 726-3082.



# WATER DEPARTMENT as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
Income			
3301 · Credit Card Processing Fee	203.74		
3401 · Finance Charges	494.17		
3401.1 · Contribution from General Fund	162,000.00	295,558.00	-133,558.00
3503 · Misc.. Income	0.00		
3503.1 · Interest Income	2.26		
3914W · Water Fee	102,605.80	103,200.00	-594.20
Total Income	265,305.97	398,758.00	-133,452.03
Gross Profit	265,305.97	398,758.00	-133,452.03
Expense			
2011 · Growth & New			
4909.1 · G&N - Water Line Upgrade	5,290.00	90,000.00	-84,710.00
4909.2 · G & N - New Wells	5,279.19	90,000.00	-84,720.81
Total 2011 · Growth & New	10,569.19	180,000.00	-169,430.81
4300 · Water Dist. & Treatment			
4332.1 · System Repairs, Materials, Supply	77,992.21	44,501.00	33,491.21
4332.10 · Water System Propane	164.00		
4332.11 · Generator Maintenance	5,364.08	5,454.00	-89.92
4332.12 · Licenses/fees/education	1,506.90	1,582.00	-75.10
4332.13 · Finance Charges	672.04		

# WATER DEPARTMENT as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
4332.2 · Water Testing - DES	989.00	2,572.00	-1,583.00
4332.3 · Leak Repairs	16,150.00	17,449.00	-1,299.00
4332.4 · Engineering	98.00	8,180.00	-8,082.00
4332.5 · Equipment Rental	0.00	1,130.00	-1,130.00
4332.6 · Telemetry	4,993.75	8,725.00	-3,731.25
4332.7 · Misc.. Projects	0.00	8,725.00	-8,725.00
4332.8 · Subscriptions/Dues	127.26	1,412.00	-1,284.74
4332.9 · Water System Electricity	78,068.06	72,001.00	6,067.06
4335.1 · Water Treatment Chemicals	4,515.62	9,041.00	-4,525.38
Total 4300 · Water Dist. & Treatment	190,640.92	180,772.00	9,868.92
4700 · Debt Service			
4711 · Water Upgrade Principle	37,081.49	37,081.00	0.49
4721 · Water Upgrade Interest	904.50	905.00	-0.50
Total 4700 · Debt Service	37,985.99	37,986.00	-0.01
Total Expense	239,196.10	398,758.00	-159,561.90
Net Income	26,109.87	0.00	26,109.87

# VILLAGE DISTRICT BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
Income			
1100.0 · WE Village District Income			
1106 · TAXES			
1105 · Campton Taxes			
1105.6 · Prior Campton Taxes	503,773.90		
1105.7 · Current YR Campton Taxes	506,834.49		
3190.1 · Campton Interest	7,962.53		
Total 1105 · Campton Taxes	1,018,570.92		
1106.6 · Thornton Taxes			
1106.5 · Prior Thornton Taxes	171,237.17		
1106.7 · Current YR Thornton Taxes	157,240.00		
3190.2 · Thornton Interest	3,051.90		
Total 1106.6 · Thornton Taxes	331,529.07		
Total 1106 · TAXES	1,350,099.99		
Total 1100.0 · WE Village District Income	1,350,099.99		
3502 · MISCELLANEOUSE REVENUES			
3502.1 · Northway Interest	56.56		
3502.2 · Meredith Bank Interest	700.48		
3503 · Miscellaneous income	40,695.22		
Total 3502 · MISCELLANEOUSE REVENUES	41,452.26		
Total Income	1,391,552.25		
Gross Profit	1,391,552.25		

# VILLAGE DISTRICT BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
Expense			
3000.0 · WE Village District Expenses			
3316 · Capital Pres/ Growth & New			
4312.33 · Cap- New Paving	15,256.00	58,000.00	(42,744.00)
4520.20 · Cap - Computer Replacement	2,579.00	9,459.00	(6,880.00)
4520.21 · Cap - Gym Renovation	15,305.56	15,000.00	305.56
4520.22 · Cap - Exterior Ren. Fence	11,300.37	5,000.00	6,300.37
4520.23 · Cap - Mens Locker Room Shower	35.00	8,000.00	(7,965.00)
4520.24 · Cap - Ladies Locker Room Floor	11.25	16,000.00	(15,988.75)
4520.25 · Cap - Interior Renovations	2,078.64	10,000.00	(7,921.36)
4520.26 · Cap - Septic System Pumps	2,300.00	15,455.00	(13,155.00)
4520.27 · Cap - HVAC Repairs	6,763.11	10,000.00	(3,236.89)
4520.28 · Cap - Asphalt Shingles Rec Cent	19,003.00	20,000.00	(997.00)
4520.29 · Cap - Rec. Center Security Syst	740.99	10,000.00	(9,259.01)
4520.30 · Cap - Tennis/ Basketball Courts (Resurfacing replacement)	3,568.86	50,000.00	(46,431.14)
4520.31 · Cap-Exterior Finish - Painting	6,576.45	15,000.00	(8,423.55)
4520.32 · G & N - ADA	43.20	3,000.00	(2,956.80)
Total 3316 · Capital Pres/ Growth & New	85,561.43	244,914.00	(159,352.57)
4100 · GENERAL GOVERNMENT			
4130 · WEVD Administration			
4130.2 · WEVD Manager	78,461.76	85,000.00	(6,538.24)
4130.3 · Assistant Manager	62,040.81	66,000.00	(3,959.19)
Total 4130 · WEVD Administration	140,502.57	151,000.00	(10,497.43)

# VILLAGE DISTRICT BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
4130.1 · Total WEVD Administration			
4130.4 · Retirement Contribution	15,701.18	8,592.00	7,109.18
4130.5 · Health Reimbursement	6,605.76	7,356.00	(750.24)
4155.1 · Social Security	8,360.47	9,457.00	(1,096.53)
4155.2 · Medicare	2,021.61	2,205.00	(183.39)
4155.3 · NH Unemployment	106.33	140.00	(33.67)
4196.1 · Other Deductible Reimbursements	3,001.31	17,322.00	(14,320.69)
4196.2 · Health Insurance	26,088.26	38,072.00	(11,983.74)
4196.3 · Workers Comp Ins	15,275.20	21,700.00	(6,424.80)
4196.4 · Dental Ins	1,269.50	1,382.00	(112.50)
4196.5 · Bonuses			
4196.6 · Payroll Taxes	0.00	811.00	(811.00)
4196.5 · Bonuses - Other	0.00	9,948.00	(9,948.00)
Total 4196.5 · Bonuses	0.00	10,759.00	(10,759.00)
4199.12 · Travel Reimbursement	120.18	140.00	(19.82)
Total 4130.1 · Total WEVD Administration	78,549.80	117,125.00	(38,575.20)
4150.1 · Accounting/Taxes/Audit	21,845.00	7,877.00	13,968.00
4153.1 · Legal / Consulting	12,292.92	13,297.00	(1,004.08)
4196.7 · Insurances	27,178.48	26,497.00	681.48
4197.1 · Advertisements	290.16	57.00	233.16
4199.10 · Licenses/Fees	2,519.25	594.00	1,925.25
4199.11 · Cellular Phones	990.00	1,080.00	(90.00)

# VILLAGE DISTRICT BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
4199.2 · Commissioners Stipend & Expense	1,500.31	3,711.00	(2,210.69)
4199.3 · Telephones	869.66	1,582.00	(712.34)
4199.4 · Repeaters /Radios	0.00	1,636.00	(1,636.00)
4199.5 · Computer Services	880.00	6,000.00	(5,120.00)
4199.6 · Postage	614.83	741.00	(126.17)
4199.7 · Uniforms	851.89	545.00	306.89
4199.8 · Bank/Finance Charge	735.00	300.00	435.00
4199.9 · Payroll Expenses	1,080.93	91.00	989.93
4311.1 · Office Supplies	2,392.09	4,000.00	(1,607.91)
4311.2 · Taxes/Fees/Charges	1,336.10	1,412.00	(75.90)
Total 4100 · GENERAL GOVERNMENT	294,428.99	337,545.00	(43,116.01)
4520.33 · Rec Fund Contingency	0.00	61,000.00	(61,000.00)
4520.34 · Ski Area Operation Off Set	0.00	33,000.00	(33,000.00)
Total 3000.0 · WE Village District Expenses	379,990.42	676,459.00	(296,468.58)
4220 · PUBLIC SAFETY			
4220.1 · Alarm, Fire & Water	4,918.37	4,521.00	397.37
4220.2 · Safety Supplies	121.87	2,755.00	(2,633.13)
4220.3 · Fire & Security	6,171.79	7,911.00	(1,739.21)
Total 4220 · PUBLIC SAFETY	11,212.03	15,187.00	(3,974.97)
4312 · HIGHWAYS & STREETS			
4312.01 · Roads	32,436.90	66,189.00	(33,752.10)
4312.02 · Seasonal Plowing	7,575.16	7,638.00	(62.84)

## VILLAGE DISTRICT BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
4312.03 · Contractor Plowing	22,882.00	16,942.00	5,940.00
4312.04 · Payroll Taxes	3,421.65	5,917.00	(2,495.35)
4312.05 · Health Insurance	8,638.52	9,424.00	(785.48)
4312.06 · Dental Insurance	634.75	691.00	(56.25)
4312.07 · Retirement	4,111.75	4,617.00	(505.25)
4312.08 · Travel Expense	54.00	411.00	(357.00)
4312.10 · Calcium/Magnesium Chloride	0.00	3,272.00	(3,272.00)
4312.11 · Cold Patch	0.00	3,000.00	(3,000.00)
4312.12 · Roadside Mowing/Sweeping	2,325.00	6,000.00	(3,675.00)
4312.13 · Culvert Expense	3,707.00	2,261.00	1,446.00
4312.14 · Road Sand & Salt	14,878.96	18,540.00	(3,661.04)
4312.15 · Equipment Rental	1,228.36	3,956.00	(2,727.64)
4312.16 · Equipment Repair	6,358.70	1,412.00	4,946.70
4312.17 · Misc.. Projects	3,744.50	3,390.00	354.50
4312.18 · Diesel Fuel	9,088.17	22,604.00	(13,515.83)
4312.19 · Plow Gear & Sanders	4,199.35	5,000.00	(800.65)
4312.20 · Oil & Filters	633.18	565.00	68.18
4312.21 · Maintenance & Tune-ups	80.00	5,454.00	(5,374.00)
4312.22 · Osh Kosh Repairs	1,545.70	2,261.00	(715.30)
4312.23 · Truck Repairs	18,181.50	6,543.00	11,638.50
4312.24 · Back Hoe Repair	1,567.04	7,634.00	(6,066.96)
4312.25 · Body Maintenance	50.00	2,500.00	(2,450.00)
4312.26 · Tires	4,309.80	3,817.00	492.80
4312.27 · Shop supplies	3,064.50	4,521.00	(1,456.50)

# VILLAGE DISTRICT BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
4312.28 · Small Tools/Equipment	3,399.47	3,817.00	(417.53)
4312.29 · Large Equipment/Tools	7,541.38	1,527.00	6,014.38
4312.30 · Grader Repairs	0.00	3,390.00	(3,390.00)
4312.31 · Shop Electricity	1,892.21	3,390.00	(1,497.79)
4312.32 · Shop Heat	2,841.83	3,272.00	(430.17)
4312.9 · Misc. Material & Supplies	1,360.79	19,213.00	(17,852.21)
4319.1 · Consulting	468.75	25,000.00	(24,531.25)
4319.2 · Cell Phone	275.00	300.00	(25.00)
Total 4312 · HIGHWAYS & STREETS	172,495.92	274,468.00	(101,972.08)
4520 · CULTURE & RECREATION			
4520.01 · Building Wages	59,332.78	62,462.00	(3,129.22)
4520.02 · Payroll Taxes	4,864.43	4,961.00	(96.57)
4520.03 · Health Insurance	8,638.52	9,424.00	(785.48)
4520.04 · Dental Insurance	634.75	691.00	(56.25)
4520.05 · Retirement	4,348.07	5,029.00	(680.93)
4520.06 · Travel	27.50	225.00	(197.50)
4520.10 · Building Equipment Repairs	5,897.59	15,420.00	(9,522.41)
4520.11 · Cell Phone	275.00	300.00	(25.00)
4520.12 · Ski Area Insurance	9,999.00	18,530.00	(8,531.00)
4520.13 · Snowcat Repairs & Maint	6,530.86	21,445.00	(14,914.14)
4520.14 · Building Infrastructure	20,047.79	30,537.00	(10,489.21)
4520.15 · Employee Training	815.32	332.00	483.32
4520.16 · Pool Repair & Maint	2,278.09	5,255.00	(2,976.91)
4520.17 · Outdoor Lighting	981.81	764.00	217.81
4520.18 · Building Electric	50,608.18	66,707.00	(16,098.82)



# VILLAGE DISTRICT BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
4520.19 · Building Heat	46,212.74	67,766.00	(21,553.26)
4520.7 · Ski Area Repairs and Maint.	43,582.74	43,100.00	482.74
4520.8 · Kitchen Equipment Repairs	1,822.32	5,140.00	(3,317.68)
4520.9 · Maintenance Supplies	628.90	3,084.00	(2,455.10)
Total 4520 · CULTURE & RECREATION	267,526.39	361,172.00	(93,645.61)
4914 · WATER DIST & TREATMENT			
4914W · Contribution to Water Dept.	162,000.00		
Total 4914 · WATER DIST & TREATMENT	162,000.00		
Total Expense	993,224.76	1,327,286.00	(334,061.24)
Net Ordinary Income	398,327.49	(1,327,286.00)	1,725,613.49

# REC. FUND BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
Income			
9000.1 · Facility Rental	376,860.00	376,860.00	0.00
9000.2 · Facility Services	33,573.17	3,560.00	30,013.17
9000.3 · Tax Supplement Income	0.00	61,000.00	-61,000.00
9000.4 · Ski Area Offset	0.00	33,000.00	-33,000.00
9000.5 · Bank Interest	7.70	10.00	-2.30
9001 · Recreation Income			
9001.01 · CC Processing Fee Income	52.79	300.00	-247.21
9001.3 · Vending - Games	974.75	600.00	374.75
9001.4 · Vending - Soda	306.50	800.00	-493.50
9001.5 · Vending - Snacks	190.00	250.00	-60.00
9001.6 · GM Income	3,524.08	5,000.00	-1,475.92
9001.7 · Tanning	350.81	200.00	150.81
9001.8 · Misc.. Income	3,467.43	30.00	3,437.43
9001.9 · Movie Rental	33.00	30.00	3.00
Total 9001 · Recreation Income	8,899.36	7,210.00	1,689.36
9002 · Food & Beverage Income			
9002.1 · Soda & Non Alocoholic Bev Income	4,742.90	5,000.00	-257.10
9002.2 · Food Income	41,515.41	38,570.00	2,945.41
9002.3 · Liquor Income	55,492.18	52,620.00	2,872.18
9002.4 · Beer Income	39,073.46	45,300.00	-6,226.54
9002.5 · Wine Income	6,289.33	6,331.00	-41.67
Total 9002 · Food & Beverage Income	147,113.28	147,821.00	-707.72

# REC. FUND BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
9003 · Campton Mt. Income			
9003.1 · Campton Mt. Fund Raiser	17,648.00	8,000.00	9,648.00
9003.2 · Ski Tickets	42,943.00	30,561.00	12,382.00
9003.3 · Ski Lessons	980.00		
9003.4 · Food	42,751.96	43,236.00	-484.04
9003.5 · Non Alcohol Beverages	4,932.29	5,067.00	-134.71
9003.6 · Liquor	30,077.48	26,578.00	3,499.48
9003.7 · Beer	29,063.11	32,441.00	-3,377.89
9003.8 · Wine	8,050.29	7,235.00	815.29
9003.9 · Campton Mt. Bank Interest	2.72	1.00	1.72
Total 9003 · Campton Mt. Income	176,448.85	153,119.00	23,329.85
9004 · Events & Functions Income			
9004.1 · Events Income	2,159.22	2,000.00	159.22
9004.2 · Catering & Function Income			
9004.01 · Room Rental	600.00	2,000.00	-1,400.00
9004.02 · General Income	432.00	28,870.00	-28,438.00
9004.04 · Food	2,568.79	29,975.00	-27,406.21
9004.05 · Beer	923.65	5,000.00	-4,076.35
9004.06 · Liquor	1,887.15	36,000.00	-34,112.85
9004.07 · Wine	407.16	1,900.00	-1,492.84
9004.08 · Non Alcohol Beverages	114.83	200.00	-85.17
Total 9004.2 · Catering & Function Income	6,933.58	103,945.00	-97,011.42
Total 9004 · Events & Functions Income	9,092.80	105,945.00	-96,852.20
Total Income	751,995.16	888,525.00	-136,529.84

# REC. FUND BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
Cost of Goods Sold			
9005 · Cost of Goods Sold			
9005.02 · Events Food	804.56		
9005.03 · Campton Mt. Fund Raiser Food	442.03	1,600.00	-1,157.97
9005.04 · General Merchandise	1,176.79	2,000.00	-823.21
9005.06 · Vending - Soda	1,630.80	1,500.00	130.80
9005.07 · Food	38,870.58	35,000.00	3,870.58
9005.08 · Non Alcohol Beverages	7,225.52	7,200.00	25.52
9005.09 · Beer	24,630.95	25,750.00	-1,119.05
9005.10 · Liquor	25,603.82	24,000.00	1,603.82
9005.11 · Wine	9,295.54	6,800.00	2,495.54
9005.12 · Bar Supplies	1,910.02	5,000.00	-3,089.98
9005.13 · Catering & Functions			
9005.14 · Food	30.03	9,070.00	-9,039.97
9005.15 · Bar Supplies	0.00	150.00	-150.00
9005.16 · Other Supplies	0.00	100.00	-100.00
Total 9005.13 · Catering & Functions	30.03	9,320.00	-9,289.97
Total 9005 · Cost of Goods Sold	111,620.64	118,170.00	-6,549.36
Total COGS	111,620.64	118,170.00	-6,549.36
Gross Profit	640,374.52	770,355.00	-129,980.48
Expense			
9101 · Business Expenses			
9101.01 · Rec. Admin Wages			
9101.02 · Admin Wages	27,804.79	31,720.00	-3,915.21

# REC. FUND BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
9101.03 · Workman Comp	104.49	2,200.00	-2,095.51
9101.04 · Payroll Taxes	2,243.43	629.00	1,614.43
9101.05 · Travel	327.81	550.00	-222.19
9101.21 · Phone	550.00	600.00	-50.00
9101.01 · Rec. Admin Wages - Other	18.49		
Total 9101.01 · Rec. Admin Wages	31,049.01	35,699.00	-4,649.99
9101.07 · Copier Lease	2,050.00	1,700.00	350.00
9101.08 · Dues & Subscriptions	930.72	3,500.00	-2,569.28
9101.09 · Office Supplies	3,806.16	4,500.00	-693.84
9101.10 · Finance Charges	9,781.17	15,800.00	-6,018.83
9101.11 · Licenses & Fees	5,548.20	7,080.00	-1,531.80
9101.12 · Misc.. Expenses	602.65	1,200.00	-597.35
9101.13 · Telephone	5,155.39	6,000.00	-844.61
9101.14 · Internet Access	2,457.39	3,500.00	-1,042.61
9101.15 · Advertising	2,723.43	200.00	2,523.43
9101.16 · Postage	768.61	1,000.00	-231.39
9101.17 · Computer Support	11,424.99	7,000.00	4,424.99
9101.18 · Computer Supplies	258.22	1,000.00	-741.78
9101.19 · Cable	1,934.93	2,500.00	-565.07
9101.20 · Payroll Fee	1,523.31	500.00	1,023.31
Total 9101 · Business Expenses	80,014.18	91,179.00	-11,164.82

# REC. FUND BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
9200 · Infrastructure Expenses			
9200.0 · Infrastructure Wages			
9200.01 · Cleaning Wages	73,365.96	89,948.00	-16,582.04
9200.02 · Grounds Wages	4,376.95	16,365.04	-11,988.09
9200.03 · Payroll Taxes	5,834.34	8,263.00	-2,428.66
9200.04 · Health Insurance	8,638.52	9,424.00	-785.48
9200.05 · Dental Insurance	634.75	691.00	-56.25
9200.06 · Retirement	3,732.62	4,281.00	-548.38
9200.07 · Travel	343.26	200.00	143.26
9200.08 · Cell Phone	275.00	300.00	-25.00
9200.09 · Employee Education	305.00	305.00	0.00
9200.10 · Criminal Record	50.00	50.00	0.00
Total 9200.0 · Infrastructure Wages	97,556.40	129,827.04	-32,270.64
9200.11 · Equipment Rental	0.00	200.00	-200.00
9200.12 · Cleaning Supplies	5,669.90	6,000.00	-330.10
9200.13 · Pool Chemicals & Supplies	31,855.88	22,500.00	9,355.88
9200.14 · Other Supplies	1,606.10	2,000.00	-393.90
9200.16 · Pool & Spa Inspection	604.00	250.00	354.00
9200.18 · Carpet Cleaning	250.00	1,500.00	-1,250.00
9200.19 · Pest Control	94.30	2,500.00	-2,405.70
9200.20 · Landscaping	4,483.86	5,000.00	-516.14
9200.21 · Trash Removal	7,247.67	8,000.00	-752.33

# REC. FUND BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
9200.22 · Outdoor Repairs & Maintenance	1,647.85	700.00	947.85
9200.23 · Paddle Boat Repairs	101.50	600.00	-498.50
Total 9200 · Infrastructure Expenses	151,117.46	179,077.04	-27,959.58
9300 · Campton Mt. Expenses			
9300.01 · Ski Area Wages			
9300.02 · Ski Bartender Wages	9,611.63	10,220.00	-608.37
9300.03 · Cook Wages	20,413.73	24,266.04	-3,852.31
9300.04 · Lifties & Patrol Wages	25,090.11	24,785.00	305.11
9300.05 · Trail Grooming Wages	1,718.14	4,690.00	-2,971.86
9300.06 · Ski Instructor Commission	644.98		
9300.07 · Payroll Taxes	6,210.35	5,588.00	622.35
9300.08 · Criminal Record	300.00	200.00	100.00
9300.1 · Ski Cleaning Wages	1,569.78	3,706.00	-2,136.22
Total 9300.01 · Ski Area Wages	65,558.72	73,455.04	-7,896.32
9300.10 · Building Heat	4,420.35	6,000.00	-1,579.65
9300.12 · Cable & Internet	3,767.89	4,300.00	-532.11
9300.13 · Bar Supplies	1,294.59	800.00	494.59
9300.14 · Kitchen Supplies	2,541.25	5,000.00	-2,458.75
9300.15 · Cleaning Supplies	1,855.20	2,000.00	-144.80
9300.16 · Fund Raising Expenses	7,943.97	7,200.00	743.97
9300.17 · Misc.. Expenses	2,729.60	6,500.00	-3,770.40
9300.18 · Mowing	2,160.00	2,400.00	-240.00
9300.19 · Inspections	2,523.10	2,850.00	-326.90
9300.20 · Tickets	1,389.96	2,000.00	-610.04

# REC. FUND BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
9300.21 · Trash Removal	3,650.21	5,000.00	-1,349.79
9300.23 · Web Hosting	486.00	400.00	86.00
9300.25 · Electric	12,115.57	16,000.00	-3,884.43
9300.26 · Snowmobile Maintenance	153.92	500.00	-346.08
Total 9300 · Campton Mt. Expenses	112,590.33	134,405.04	-21,814.71
9400 · Skating Pond			
9401 · Jeep Expenses	330.88		
Total 9400 · Skating Pond	330.88		
9500 · Lounge Expenses			
9500.01 · Lounge Wages			
9500.0 · Summer Recreation Person	818.00	5,250.00	-4,432.00
9500.02 · F & B & F Admin Wages	14,194.15	18,463.00	-4,268.85
9500.05 · F & B General Support	2,197.04	2,000.00	197.04
9500.06 · Bartenders	9,515.41	11,280.00	-1,764.59
9500.07 · Kitchen Wages	31,494.92	45,140.00	-13,645.08
9500.08 · Pool Side Servers	944.08	2,040.00	-1,095.92
9500.09 · Event Staff	445.08	1,310.01	-864.93
9500.10 · Health Insurance	12,565.12	18,848.00	-6,282.88
9500.11 · Dental Insurance	922.75	1,382.00	-459.25
9500.12 · Retirement	5,437.51	4,483.00	954.51
9500.13 · Payroll Taxes	6,861.79	7,954.00	-1,092.21
9500.14 · Cell Phone	550.00	600.00	-50.00
9500.15 · Employee Education	50.75	750.00	-699.25
9500.16 · Criminal Record	75.00	300.00	-225.00
9500.17 · Travel	224.40	1,500.00	-1,275.60



# REC. FUND BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
Total 9500.01 · Lounge Wages	86,296.00	121,300.01	-35,004.01
9500.19 · Comped & House Charges	799.03	400.00	399.03
9500.20 · Waste Product	1,594.36	1,500.00	94.36
9500.21 · Bar Supplies	3,221.99	2,000.00	1,221.99
9500.22 · Kitchen Supplies	2,657.41	6,000.00	-3,342.59
9500.24 · Casual Labor	0.00	300.00	-300.00
9500.25 · Meals Tax	23,123.00	27,275.00	-4,152.00
9500.26 · Entertainment	22,034.91	22,000.00	34.91
9500.27 · Event Expenses	7,789.85	10,000.00	-2,210.15
9500.28 · Lounge Supplies	1,489.18	5,000.00	-3,510.82
9500.29 · Laundry & Uniforms	9,306.59	9,000.00	306.59
9500.30 · Rec. Supplies	486.18	1,000.00	-513.82
9501 · Catering & Function			
9501.01 · Catering & Function Staff	297.75	14,298.00	-14,000.25
9501.02 · Payroll Taxes	23.07	2,341.00	-2,317.93
9501.03 · Catering & Function Expenses	323.60	8,000.00	-7,676.40
9501.04 · Wedding Commission	0.00	3,000.00	-3,000.00
9501.05 · Function Rental Expenses	0.00	3,477.00	-3,477.00
9501.06 · Advertisement	8,191.22	12,000.00	-3,808.78
9501.07 · Web Hosting	378.00	2,000.00	-1,622.00
9501.08 · Catering/Function Vendor	160.50	20,000.00	-19,839.50
9501.09 · Wedding Coordinator Allowance	715.04	1,800.00	-1,084.96
Total 9501 · Catering & Function	10,089.18	66,916.00	-56,826.82

# REC. FUND BUDGET as of DECEMBER 2, 2019

	ACTUAL	BUDGET	VARIANCE
Total 9500 · Lounge Expenses	168,887.68	272,691.01	-103,803.33
9600 · Front Desk Expenses			
9600.01 · Front Desk Wages			
9600.02 · Front Desk	65,660.65	85,232.00	-19,571.35
9600.03 · Payroll Taxes	5,309.55	6,732.00	-1,422.45
9600.04 · Travel	0.00	50.00	-50.00
9600.05 · Criminal Record	50.00	50.00	0.00
9600.06 · Cell Phone	275.00	300.00	-25.00
Total 9600.01 · Front Desk Wages	71,295.20	92,364.00	-21,068.80
9600.07 · Purchased Movies	0.00	25.00	-25.00
9600.08 · Front Desk Expense	1,278.90	1,500.00	-221.10
Total 9600 · Front Desk Expenses	72,574.10	93,889.00	-21,314.90
Total Expense	585,514.63	771,241.09	-185,726.46
Net Income	54,859.89	-886.09	55,745.98



Matt Smith <mattsmith847@gmail.com>

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## Summary of the Board Meeting on October 13, 2019

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**Waterville Estates Association** <corey@waterville-estates.com>

Wed, Oct 23, 2019 at 10:14 AM

Reply-To: corey@waterville-estates.com

To: mattsmith847@gmail.com



[Click on document to be directed to the Waterville Estates Web Site Board meeting minutes](#)

## SUMMARY FROM THE OCTOBER 13, 2019 WEA MEETING

1. Board is still looking into solutions to manage/curb rental property violations. We will likely need a vote from the community to approve the new rental policy once we have a definitive plan in place. We are attempting to minimize the impact on owners while being able to curb violations.
2. Entertainment for New Year's Eve. Looking for parent volunteers. Please coordinate with Corey Smith if you are interested.
3. Candidate night Nov 30th at the Campton mountain lodge. 4 positions open. 3 incumbents rerunning.
4. Budget approved to buy a new snowmobile as per the recommendations of the volunteer trail crew. This machine serves as an emergency operation vehicle, will be used for trail grooming at Campton Mtn and grooming the new hiking trails. Our old snowmobile was worn out and reached the end of its use.
5. A formal request to be made to the village district commissioners to facilitate a brief summary of minutes sent via constant contact after each village district meeting.
6. Teen room and fitness room updates progressing on schedule!
7. Snow making update. A formal letter was submitted by over 30 families that are homeowners in Waterville Estates with a request to consider snowmaking on the tow rope for 2019-2020 season with growing support from other families. A full draft of the letter can be found attached to the detailed meeting minutes.

Will elaborate a little further on snow making. Before delving deeper into the subject, it is pertinent to understand the governing structure of the estates. We have two governing arms, the Waterville Estates Association WEA and Waterville Village District WVD. This WEA has 9 board members voted by all home and land owners in the estates (one home or land owner has one vote). Waterville Village district has 3 commissioners voted by full time residents within the estates. (these could be renters, each home can have multiple voters, anyone over the age of 21 can vote). Currently only about 10% of Waterville Owners are full time residents at the estates. Only they have the right to vote on budget and other vital matters of the estates. If you have any more questions on this please come to the next WVD or WEA meeting.

Last year we had the snow gun for a one year free trial with option to purchase it this year. We have funds to purchase it without any increase in taxes. The cost of the snow gun is approx. 38,000\$ which will come out of the friends of Campton Mtn fund. These are funds from many years of proceeds from the Friends of Campton Mountain Golf Tournament, funds that were always earmarked for future snowmaking. The bottleneck here is water supply for snow making. There is a negative sentiment from some home owners concerning the use of current water supply system for the purposes of limited snow making on the tow rope area. There are legitimate concerns that snow making may be affecting water pressure to some areas in the estates. Our engineers have weighed in and it seems the water pressure/supply issues were not due to snow making but narrow pipes and increasing demands. We are waiting on more data. We are in the process of looking at new wells and pipe upgrades to fix this issue. Some have expressed the opinion that this would be poor utilization of water in general. We use the same water system to fill our swimming pools. The water used for snow making last year was about half a percent of total water used in the estates. There will be more input discussion on the issue at the next Village district meeting.

The next WEA meeting is scheduled on Nov 30th at 2 pm.

Thank you  
WEA board

Waterville Estates Association | [562 Winterbrook Road, Campton, NH 03223](#)

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