

CARROLL, SS

RECORD OF PRECINCT COMMISSIONERS

REGULAR MEETING

March 11, 2026

A regular meeting of the Commissioners was held on Wednesday, March 11, 2026, at the Precinct Office, 367 NH Route 16/302, Intervale, New Hampshire. The meeting was called to order at 6:41pm by Commissioner Muzerall, seconded by Chairman Rockett. Superintendent Gary Chandler, Treasurer Marie Lee, and Executive Administrative Assistant Cindi Currier.

1. **Review and sign Meeting Minutes for February Regular Monthly, Budget Workshop & Budget Hearing** - The Commissioners reviewed and approved as written.
2. **Financial Report**
 - a. Executive Administrative Assistant, Cindi Currier, prepared the financial reports and budget to actual updated through the day of the meeting, for actual total cash available on hand. The bank accounts were reconciled in house.
 - b. As of today, our accounts receivable balance for Utility billing is \$27,159.33 and our outstanding balance for Service Billing of \$ 78,999.93 (Includes TOB Deferred 25% of 2025 taxes to be paid in December 2026).
 - c. As of today, the Operating bank balance totals \$470,732.32 after checks have been cut there is a total of \$71,611.18 (Includes RD-7 Payment of \$26,885.00 and NW-Land Payment of \$ 31,075.00) in uncleared checks, \$0.00 in Undeposited funds, leaving our Cash Balance on hand to total \$399,121.14.
 - d. As of today, the Wastewater bank balance totals \$20,014.42, After checks have been cut there is a total of \$55,499.36 in uncleared checks, \$55,499.36 in disbursement request funds, leaving our Cash Balance on hand to total \$20,014.42.
 - e. As of today, the Project bank balance is \$7,155.91 with \$0.00 in uncleared checks, leaving Cash balance on hand to total \$7,155.91.
 - f. As of today, Executive & Administrative costs were \$63,361.96, 16.25% of the default budget; Operations costs were \$71,655.76, 13.98% of the default budget; Debt Service is \$205,573.25, 33.54% of the budget; the year is at 11 weeks, 21.15% of the year.
3. **Checks, Documents & Signatures** - Commissioners Reviewed and signed:
 - a. Check Detail
 - b. Electronic Detail
 - c. Wastewater Detail
 - i. Wastewater Disbursement #32
 - ii. Wastewater LN 904096521 Transfer Sheet
 - d. NW-Land 904095266 Muni Loan Transfer Sheet
 - e. RD-7 (91-11) Transfer Sheet
 - f. 2026 Warrant Articles
 - g. 2026 MS-636
 - h. Updated Emergency Plan
4. **User Agreements**- Commissioners Reviewed and signed for: Grizotte-Lake/Lake, Scott, Borregaard, Coughlin, Smaila, O'Hara
5. **New Business**- Posting of the Warrant Articles & Budget was discussed. It was agreed that Commissioner Muzerall will work with Executive Administrative Assistant Cindi Currier to get them on the website and posted at the following locations, no later than March 23, 2026
 - a. Precinct Office

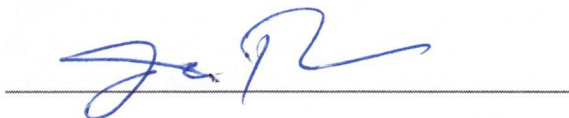
- b. Lucy Hardware
 - c. Milford Flooring
 - d. Intervale Post Office
 - e. Bartlett Town Hall
6. **Old Business - NONE**
7. **Superintendent Report**
- a. Meter upgrade project
 - i. We are down to 109 meters that still need to be swapped out.
 - ii. Executive Administrative Assistant Cindi Currier has and will continue to reach out to those that need to be swapped out and get them Scheduled.
 - iii. This reading will be the first billing to include the \$50.00 Manual Read Fee for any meters that have not been upgraded. We may want to look at increasing the fee for the August billing. At some point we will need to establish a firm date that the meters will have to be swapped out by, or we may need to shut off service until a new meter can be installed.
 - b. Wastewater-
 - i. Superintendent Chandler met with North Conway Water Precinct on March 10, 2026. They are still working on the final language that will need to be included in the Inter-Municipal Agreement.
 - ii. We have been communicating with Rural Development regarding the financing, to keep them informed of the status. We will need the complete, signed IMA to move forward.
8. **Public Comments- NONE**
9. **Adjournment**
- a. With there being no further business to discuss Commissioner Muzerall, seconded by Chairman Rockett, made a motion to close the meeting at 7:08pm.

Respectfully submitted by:



Cindi Currier

Executive Administrative Assistant



Chairman Rockett



Commissioner Muzerall



Commissioner Szetela