CARROLL, SS

RECORD OF PRECINCT COMMISSIONERS
REGULAR MEETING
October 14, 2026

A regular meeting of the Commissioners was held on Wednesday, October 14, 2026, at the Precinct Office, 367 NH Route 16/302, Intervale, New Hampshire. The meeting was called to order at 6:37pm by Commissioner Muzerall, seconded by Commissioner Szetela. Also in attendance were Chairman Rockett, Superintendent Gary Chandler, Treasurer Marie Lee, Executive Administrative Assistant Cindi Currier, and Dale Hooper.

1. **Review and sign Meeting Minutes-** The minutes for the September Regular Monthly Meeting and the September Special Meeting were reviewed. Chairman Rockett, seconded by Commissioner Muzerall, made a motion to accept the minutes for both meetings as written. With no further discussion, the Commissioners voted:

   Rockett: Yes | Muzerall: Yes | Szetela: Yes *(Motion passed)*
2. **Financial Report -** Executive Administrative Assistant Cindi Currier presented the financial reports and an updated budget-to-actual tracking sheet for total cash on hand. Bank accounts were reconciled in-house.
   a. Accounts Receivable:
      i. Utility Billing outstanding balance: $32,391.31
      ii. Service Billing outstanding balance: $84,834.35 *(Includes Town of Bartlett deferred 25% of 2025 taxes to be paid in December 2026)*
   b. Operating Account: Bank balance totals $257,582.91. Following a deduction of $55,907.11 in outstanding checks/anticipated loan payments and the addition of $1,984.96 in undeposited funds, the net cash balance on hand is $203,660.76.
   c. Wastewater Account: Bank balance totals $102,396.83. With $0.00 in outstanding checks, the net cash balance on hand is $102,396.83.
   d. Project Account: Bank balance totals $7,157.16. With $0.00 in outstanding checks, leaving a net cash balance on hand of $7,157.16.
   e. Budget Status (Week 42 of the fiscal year / 80.77% elapsed**):**
      i. Executive Costs: $260,149.91 *(85.82% of budget)*
      ii. Operations Costs: $420,122.48 *(67.36% of budget)*
      iii. Debt Service: $674,018.19 *(99.87% of budget)*
      iv. 2026 Warrant Articles: $14,800.00 *(5.00% of budget)*
3. **Checks and Documents for Signatures** - The Commissioners reviewed and signed the following administrative documents:
   a. Check Detail
   b. Electronic Detail
   c. Board Member Checks
   d. NW-8 Transfer Sheet (Final Payment)
4. **User Agreements-** The following user agreements were reviewed and Signed by the Commissioners:
   a. Branton
   b. Martin
   c. Harper
   d. Mascola
   e. Mirabella
   f. Brickel
   g. Kaczor
5. **New Business-**
   a. Correspondence to the commissioners
      i. Request from Adam Hooper, from New England Inn RE: Converting an existing office/gym space in the pool house into an Esthetician Spa. Commissioners reviewed a written

request from Adam Hooper, outlining the intended use and request for approval to proceed. Co-Owner of the Inn, Dale Hooper, was in attendance to discuss further with the Board. He explained that there would be no change to the building footprint and this will be primarily an amenity offered to their Inn guests. The Commissioners reviewed the Zoning Ordinance. Chairman Rockett, seconded by Commissioner Muzerall made a motion to approve the use of the existing space for the new Esthetician Spa, referencing Article VI Section III of the Zoning Ordinance, this would be considered an accessory service that pertains to their primary business and no permit would be required from the Lower Bartlett Water Precinct. With no further discussion, the Commissioners voted:

Rockett: Yes | Muzerall: Yes | Szetela: Yes *(Motion passed)*

ii. Letter from the TOB Selectmen RE: 33 Kristen Ln- Commissioners reviewed No action was taken.

iii. Letter from the TOB Selectmen RE: 19 Kristen Ln- Commissioners reviewed No action was taken.

iv. Penalty Waiver Request, 30-1 Merriman Forest Rd; McClintock, Paul- Commissioners reviewed the account history and noted that there had been a previously waived late fee in June of 2025. Chairman Rockett, seconded by commissioner Szetela made a motion to deny the waiver request, due to the previously waived fee. With no further discussion, the Commissioners voted:

Rockett: Yes | Muzerall: Yes | Szetela: Yes *(Motion passed)*

v. Penalty Waiver Request, 7 Moat Mountain Rd; Dolan, Ronald/Julie- Commissioners reviewed the account history and noted this was the first time there had been a late payment recorded on the account. Chairman Rockett, seconded by commissioner Szetela made a motion to approve the waiver request, due to long time good payment history. With no further discussion, the Commissioners voted:

Rockett: Yes | Muzerall: Yes | Szetela: Yes *(Motion passed)*

b. Permits

i. 1RT016-145-L12-Patch Development LLC- New House Construction. - Commissioners reviewed the permit application to build a new house; Chairman Rockett, seconded by commissioner Szetela made a motion to approve the permit as submitted. With there being no further discussion, the Commissioners voted:

Rockett: Yes | Muzerall: Yes | Szetela: Yes *(Motion passed)*

ii. 1RT016-145-L13-Patch Development LLC- New House Construction. - Commissioners reviewed the permit application to build a new house; Chairman Rockett, seconded by commissioner Szetela made a motion to approve the permit as submitted. With there being no further discussion, the Commissioners voted:

Rockett: Yes | Muzerall: Yes | Szetela: Yes *(Motion passed)*

iii. 1RT016-145-L14-Patch Development LLC- New House Construction. - Commissioners reviewed the permit application to build a new house; Chairman Rockett, seconded by commissioner Szetela made a motion to approve the permit as submitted. With there being no further discussion, the Commissioners voted:

Rockett: Yes | Muzerall: Yes | Szetela: Yes *(Motion passed)*

6. **Old Business** – None
7. **Superintendent Report**- Superintendent Gary Chandler updated the Commissioners to let them know that the Meter upgrade project is 100% completed. Chairman Rockett wanted to commend the staff on a tremendous job well done on this project. He made a motion, seconded by Commissioner Szetela to treat the staff to lunch. With there being no further discussion, the Commissioners voted:

Rockett: Yes | Muzerall: Yes | Szetela: Yes *(Motion passed)*

8. **Public Comments-** NONE
9. **Adjournment-** With there being no further business to discuss Commissioner Muzerall, seconded by Commissioner Szetela, made a motion to close the meeting at 7:21pm, the Commissioners voted:

Rockett: Yes | Muzerall: Yes | Szetela: Yes *(Motion passed)*

Respectfully submitted by:

Cindi Currier

Executive Administrative Assistant

Chairman Rockett

Commissioner Muzerall

Commissioner Szetela