CARROLL, SS

RECORD OF PRECINCT COMMISSIONERS

REGULAR MEETING

May 13, 2026

A regular meeting of the Commissioners was held on Wednesday, May 13, 2026, at the Precinct Office, 367 NH Route 16/302, Intervale, New Hampshire. The meeting was called to order at 6:36pm by Commissioner Muzerall, seconded by Chairman Rockett. Also in attendance were Commissioner Szetela, Superintendent Gary Chandler, Treasurer Marie Lee, Executive Administrative Assistant Cindi Currier, Cathey Conway & Jon Warzocha from Horizons Engineering (Verdantas LLC).

1. **Review and sign Meeting Minutes for April Regular Monthly, April Non-Public & 2026 Annual Meeting-** The Commissioners reviewed and approved all 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 $326,377.38 and our outstanding balance for Service Billing of $ 86,870.76 (Includes TOB Deferred 25% of the 2025 taxes to be paid in December 2026).
   c. As of today, the Operating bank balance totals $400,895.07 after checks have been cut there is a total of $17,499.01 in uncleared checks, $0.00 in Undeposited funds, leaving our Cash Balance on hand to total $383,396.06.
   d. As of today, the Wastewater bank balance totals $20,016.08, After checks have been cut there is a total of $94,454.09 in uncleared checks, $94,454.09 in disbursement request funds, leaving our Cash Balance on hand to total $20,016.08.
   e. As of today, the Project bank balance is $7,156.26 with $0.00 in uncleared checks, leaving Cash balance on hand to total $7,156.26.
   f. As of today, Executive costs were $122,219.87, 40.32% of the budget; Operations costs were $178,809.21, 28.67% of the budget; Debt Service is $253,539.01, 37.57% of the budget; the year is 20 weeks, 38.46% of the year.
3. **Checks, Documents & Signatures** - Commissioners Reviewed and signed:
   a. Check Detail
   b. Electronic Detail
   c. Wastewater Detail
   d. Wastewater Disbursement #34
   e. Updated Employee Handbook
   f. MS-232
4. **User Agreements**- Whitaker/Vzarov, GB BH Property 978 LLC, Vitagliano, Brinker
5. **New Business-**
   a. Horizons Engineering (Verdantas LLC) employees Cathy Conway and Jon Warzocha attended the meeting to provide an update on the Wastewater project to the Commissioners. Cathy explained that the increase of the materials and petroleum-based products has caused a dramatic increase in the estimated cost of Phase 1. The 2026 cost is estimated to be $29 million, approximately $7.6 million dollars more than the original 2022 estimate of $21.4 million. There has been an increase in the cost of the Pipe, originally was $170.00 per lineal ft, is now $400.00 per lineal ft. along with an addition of 3-4 thousand ft in pipe to eliminate extra railroad crossings. The pump station slated to be installed on Rt302 was originally a simple pumpstation, Per North Conway Water Precinct, we would need to also have a de-ragger installed, this would increase the building size. This is estimated to increase the cost for the pump station by $2.8 million dollars.

Cathy Conway reviewed a few potential options to cut costs; going back to NCWP to see if we can proceed without the de-ragger; or perhaps looking at some streets, which are not in the well head protection area and have fewer connections to push to a later Phase.

Superintendent Gary Chandler suggested that we have Horizons complete a Cost Benefit Analysis to have concrete, updated numbers to review. The two precincts are continuing towards getting an Inter Municipal Agreement signed.

Jon Warzocha confirmed they will work on the Cost Benefit analysis, keeping in mind that the ultimate goal has been and continues to be ground water protection.

b. MS-60A The commissioners reviewed, commission Muzzerall made a motion, seconded by Chairman Rocket to allow Executive Administrative Assistant Cindi Currier to sign for the NHDRA -with there being no further discussion a vote was taken: Rockett: yes. Muzerall: yes, Szetela: yes.

c. Permits-
   i. 1RT16A-081-R00-Croce-Permit Renewal- Commissioners reviewed the application; Superintendent Chandler said there was no issue with plans and meet setback requirements. Chairman Rockett made motion, seconded by Commissioner Muzerall to approve the permit as written. With no further discussion, all in favor of approval.
   ii. 1ALPEN-084-000-Egan-Permit Renewal- Commissioners reviewed the application; Superintendent Chandler said there was no issue with plans and meet setback requirements. Chairman Rockett made motion, seconded by Commissioner Muzerall to approve the permit as written. With no further discussion, all in favor of approval.
   iii. 1ALPEN-008-000-Sparacio-Shed- Commissioners reviewed the application; Superintendent Chandler said there was no issue with plans and meet setback requirements. Chairman Rockett made motion, seconded by Commissioner Muzerall to approve the permit as written. With no further discussion, all in favor of approval.

6. **Old Business** – The commissioners reviewed the Commissioners/Officer Pay structure and a motion was made by Chairman Rockett, seconded by commissioner Muzerall to add an annual stipend in the amount of $300.00 for the Deputy Treasurer position and $100.00 for the Moderator position. -with there being no further discussion a vote was taken: Rockett: yes. Muzerall: yes, Szetela: yes.
7. **Superintendent Report**- NONE
8. **Public Comments-** NONE
9. **Adjournment**
   a. With there being no further business to discuss Commissioner Muzerall, seconded by Commissioner Szetela, made a motion to close the meeting at 8:31pm.- Rockett: yes. Muzerall: yes, Szetela: yes

Respectfully submitted by:

Cindi Currier

Cindi Currier

Executive Administrative Assistant

Chairman Rockett

Robert Muzerall

Commissioner Muzerall

Stanley Szetela

Commissioner Szetela