

CARROLL, SS

RECORD OF PRECINCT COMMISSIONERS

REGULAR MEETING

February 11, 2026

A regular meeting of the Commissioners was held on Wednesday, February 11, 2026, at the Precinct Office, 367 NH Route 16/302, Intervale, New Hampshire. The meeting was called to order at 7:00pm by Commissioner Muzerall, seconded by Commissioner Szetela. Also in attendance were Chairman Rockett, Superintendent Gary Chandler, Treasurer Marie Lee, and Executive Administrative Assistant Cindi Currier.

1. **Review and sign January Regular Monthly** - The Commissioners reviewed and they were 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 \$56,542.68 and our outstanding balance for Service Billing of \$ 77,899.94 (Includes TOB Deferred 25% of 2025 taxes to be paid in December 2026).
 - c. As of today, the Operating bank balance totals \$560,787.22 after checks have been cut there is a total of \$95,711.03 (Includes RD-2016 Payment of \$52,873.00) in uncleared checks, \$91.20 in Undeposited funds, leaving our Cash Balance on hand to total \$465,167.39.
 - d. As of today, the Wastewater bank balance totals \$20,013.09, After checks have been cut there is a total of \$63,084.00 in uncleared checks, \$63,084.00 in disbursement request funds, leaving our Cash Balance on hand to total \$20,013.09.
 - e. As of today, the Project bank balance is \$7,155.74 with \$0.00 in uncleared checks, leaving Cash balance on hand to total \$7,155.74.
 - f. As of today, Executive & Administrative costs were \$52,540.86, 13.48% of the default budget; Operations costs were \$51,762.04, 10.10% of the default budget; Debt Service is at \$121,625.25, 19.84% of the budget; the year is at 7 weeks, 13.46% of the year.
3. **Checks, Documents & Signatures:**
 - a. Check Detail
 - b. Electronic Detail
 - c. Wastewater Detail
 - i. Wastewater Disbursement #31
 - d. NHDES Planning Grant Water Storage – Motion to authorize Superintendent Chandler to sign paperwork as it relates to the Grant was made by commissioner Muzerall, seconded by Chairman Rockett- all in favor- Certificate of Vote was signed by signed by Executive Administrative Assistant, Cindi Currier.
4. **User Agreements-** Gillis, Dempsey, Frometa, Wessman- were reviewed and signed by the commissioners.
5. **New Business-** NONE
6. **Old Business -** NONE
7. **Superintendent Report**
 - a. Meter upgrade project
 - i. We are down to 138 meters that still need to be swapped out.

- ii. With the recent low temperatures, using out new smart meters and monitoring systems, LBWP staff were able to identify a half dozen properties that had frozen. They were able to reach out to the property owners to alert them and get the water shut off before they thawed, saving the properties from flooding. The monitoring will alert LBWP staff to drastic changes in temperature and Flow rate.
- b. Wastewater-
 - i. A meeting date has been set for March 10, 2026, for LBWP to meet with North Conway Water Precinct and the Town of Conway to review a new Inter-Municipal Agreement.
 - ii. Engineering is ongoing.
 - iii. Attorney Timothy Britan is still working on Easements.
 - iv. The Maximum flow rate that NCWP will accept is 447 GPM. We will move forward with an Equalization Basin, which would be able to temporarily absorb any Flow beyond the 447 GPM, in the event of a peak flow event.
- c. Auditors from Roberts and Greene have completed our 2025 Audit. They are working to get us a final report, however there were no notable discrepancies/issues.
- d. 2026 Rough Draft of the Budget was presented to the Board for Review.

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 7:36pm.

Respectfully submitted by:



Cindi Currier

Executive Administrative Assistant



Chairman Rockett



Commissioner Muzerall

Commissioner Szetela