

State of New Hampshire
CARROLL, SS

Lower Bartlett Water Precinct

RECORD OF PRECINCT COMMISSIONERS

Annual Meeting

April 7, 2026

The 2025 annual report book which included the 2026 Warrant and proposed 2026 budget was distributed to those present.

- The 2026 Annual Meeting of the Lower Bartlett Water Precinct was opened by Chairman, Jim Rockett, seconded by Commissioner Muzerall at 7:04 PM on Tuesday, April 7, 2026, at the Lower Bartlett Water Precinct Office, 367 US RT 16/302, Intervale, New Hampshire.

The voters in attendance included Chairman Rockett, Commissioner Szetela, Commissioner Muzerall, Moderator Janet Mills, Clerk Nancee Caughey, Maryellen Szetela, Stephen Gallas, Mary Thayer, Sheila Glines, George Obrien, Terry Obrien, and Jennifer McCarthy. Also present were non-voters; Superintendent Gary Chandler, Field Operations Supervisor Tom Caughey and Executive Administrative Assistant Cindi Currier.

Chairman Jim Rockett welcomed the participants and granted permission for Superintendent Gary Chandler to speak. Commissioner Muzerall directed everyone's attention to our flag and requested those present to join in The Pledge of Allegiance. Moderator Janet Mills proceeded to read the original 2026 warrant that was posted at the Lower Bartlett Water Precinct Office.

ARTICLE 01

To see if the Precinct will vote to choose the following Precinct Officers: Moderator, Clerk, Treasurer, and Deputy Treasurer for one (1) year terms and a commissioner for a three (3) year term.

Moderator Mills read the list: Moderator – Janet Mills, Clerk - Nancee Caughey, Treasurer – Marie Lee, Deputy Treasurer – Janet Mills for one year term and Commissioner Szetela for a three-year term. Chairman Rockett made a motion to approve slate, second by Commissioner Muzerall.

Moderator Mills opened the floor for discussion. There being no discussion, Moderator Mills called for a vote; all in favor. **The motion to elect all officers as nominated passed by majority vote.**

Chairman Rockett referenced the three open positions on the ZBA - one alternate and two permanent. If interested, please reach out after the meeting. Nancee Caughey inquired who was currently on the ZBA. Superintendent Chandler confirmed current members: Gail Paine, Jack Lee, and Nancee Caughey.

ARTICLE 2: General Operations (Executive)

To see if the Precinct will vote to raise and appropriate the sum of Three Hundred Three Thousand One Hundred Thirty Dollars (\$303,130.00) for general government operations

for the ensuing year to include: executive, office, administration, office expenses, legal and professional services, insurance, and miscellaneous general government expenses.

(The Board of Commissioners recommends this appropriation.)

(Majority Vote Required.)

Commissioner Muzerall made a motion, seconded by Chairman Rockett, to approve Article 2. Moderator Mills opened the floor for discussion. Superintendent Chandler reviewed the 2026 Proposed Budget and 2025 Postmortem. There being no further discussion, Moderator Mills called for a vote; all in favor. **The motion to raise and appropriate the sum of \$303,130.00 for Article 2 passed by majority voice vote.**

ARTICLE 3: Water Distribution and Treatment

To see if the Precinct will vote to raise and appropriate the sum of Six Hundred Twenty-Three Thousand Seven Hundred Forty Dollars (\$623,740.00) for water distribution and treatment for the ensuing year to include: general operations, electricity, telecommunications, treatment chemicals, supplies, tools, propane, maintenance, repair, and materials.

(The Board of Commissioners recommends this appropriation.)

(Majority Vote Required.)

Commissioner Muzerall made a motion, seconded by Chairman Rockett, to approve Article 3. Moderator Mills opened the floor for discussion. There being no discussion, Moderator Mills called for a vote; all in favor. **The motion to raise and appropriate an amount up to the sum of \$623,740.00 for Article 3 passed by majority voice vote.**

ARTICLE 4: Principal & Interest on Loans

To see if the Precinct will vote to raise and appropriate the sum of Six Hundred Seventy-Four Thousand Nine Hundred Dollars (\$674,900.00) for payments of principal and interest on any Precinct bonds or notes.

(The Board of Commissioners recommends this appropriation.)

(Majority Vote Required.)

Voter Mary Ellen Szetela made a motion, seconded by Commissioner Muzerall, to approve Article 4. Moderator Mills opened the floor for discussion. There being no discussion, Moderator Mills called for a vote; all in favor. **The motion to raise and appropriate the sum of \$674,900.00 for Article 4 passed by majority voice vote.**

ARTICLE 5: Capital Reserve

To see if the Precinct will vote to raise and appropriate to the sum of Nineteen Thousand, Three Hundred Seventy Eight Dollars (\$19,378.00) to be added to the "Lower

Bartlett Water Precinct Capital Projects Reserve Fund” previously established, with Nine Thousand, Three Hundred Seventy Eight Dollars (\$9,378.00) to come from unassigned fund balance and the remaining Ten Thousand Dollars (\$10,000.00) to come from general taxation.

(The Board of Commissioners recommends this appropriation.)

(Majority Vote Required.)

Voter Mary Ellen Szetela made a motion, seconded by Commissioner Muzerall, to approve Article 5. Moderator Mills opened the floor for discussion. Voter Stephen Gallas spoke in favor of reserve funds in general, agreed this is the best way to save money overall. Chairman Rockett agreed, the reserve accounts work, as an example, the reserve account is what made the Meter upgrade project possible. There being no further discussion, Moderator Mills called for a vote; all in favor. **The motion to raise and appropriate the sum of \$19,378.00 for Article 5 passed by majority voice vote.**

ARTICLE 6: Non – Capital Reserve

To see if the Precinct will vote to raise and appropriate the sum of One Hundred Fifteen Thousand Seven Hundred Fifty Dollars (\$115,750.00) to be added to the “Lower Bartlett Water Precinct Water System Non – Capital Reserve Fund previously established.

(The Board of Commissioners recommends this appropriation.)

(Majority Vote Required.)

Commissioner Muzerall made a motion, seconded by Chairman Rockett, to approve Article 6. Moderator Mills opened the floor for discussion. Superintendent Chandler directed everyone to Pages 28 & 29 in the annual report, the asset management & 3-year Budgeting worksheet, for anyone that wanted to see how the amounts were allocated. There being no further discussion, Moderator Mills called for a vote; all in favor. **The motion to raise and appropriate the sum of \$115,750 for Article 6 passed by majority voice vote.**

ARTICLE 7: Vehicle and Equipment Capital Reserve

To see if the Precinct will vote to raise and appropriate the sum of Seven Thousand Five Hundred Dollars (\$7,500.00) to be added to the “Lower Bartlett Water Precinct Vehicle and Equipment Capital Reserve Fund” previously established.

(The Board of Commissioners recommends this appropriation.)

(Majority Vote Required.)

Voter Mary Ellen Szetela made a motion, seconded by Commissioner Muzerall, to approve Article 7. Moderator Mills opened the floor for discussion. Voter Nancy Caughey voiced concern that the amount may be too low. Superintendent Chandler confirmed the amount requested will be sufficient. There being no further discussion, Moderator Mills called for a vote; all in favor. **The motion to raise and appropriate the sum of \$7,500.00 for Article 7 passed by majority voice vote.**

ARTICLE 8: Water Storage Repair/Replacement

To see if the Precinct will vote to raise and appropriate the sum of Sixty Thousand dollars (\$60,000.00) to complete a study to determine the most efficient and cost effective way to repair or replace Tank 1 (Alpstrasse) and to authorize the withdrawal of Thirty Thousand Dollars (\$30,000.00) from the “Lower Bartlett Water Precinct Non Capital Reserve Fund” created for that purpose and to designate the Board of Commissioners as agent to expend such funds. The additional funds of Thirty Thousand Dollars (\$30,000.00) are anticipated from a 2025 Strategic planning grant (SPL-057) approved by the NH Department of Environmental services.

(The Board of Commissioners recommends this appropriation.)

(Majority Vote Required.)

Voter Mary Ellen Szetela made a motion, seconded by Commissioner Muzerall, to approve Article 8. Moderator Mills opened the floor for discussion. Stepen Gallas asked about the number of tanks that are currently at the Alpstrasse location and if there is room to put a replacement tank there. Superintendent Chandler stated there are two tanks, one holds 250,000 gallons the other 500,000 gallons, we need to have this study completed to see if there may be a better location in town to place a tank. Eventually the 500,000-gallon tank will have to be replaced, but for now, we need to make sure we are making the best repair/replacement decisions for the water system as a whole. Stephen Gallas wanted to make sure there would still be adequate water pressure, Superintendent Chandler assured him there would be. There being no further discussion, Moderator Mills called for a vote; all in favor. **The motion to raise and appropriate the sum of \$60,000.00 for Article 8 passed by majority voice vote.**

ARTICLE 9: 2026 F350 Super Pickup

To see if the Precinct will vote to raise and appropriate the sum of Seventy-Five Thousand Dollars (\$75,000.00) for the purchase and equipping of one water operations service vehicle and to authorize the withdrawal of said amount from the Lower Bartlett Water Precinct Vehicle and Equipment Capital Reserve Fund created for that purpose.

(The Board of Commissioners recommends this appropriation.)

(Majority Vote Required.)

Chairman Rockett made a motion, seconded by Commissioner Muzerall, to approve Article 9. Moderator Mills opened the floor for discussion. Stephen Gallas asked which truck would be replaced. Superintendent Chandler said it would either replace Truck 1 or it may be used to purchase a new truck if we end up hiring a third technician. There being no further discussion, Moderator Mills called for a vote; all in favor. **The motion to raise and appropriate the sum of \$75,000.00 for Article 9 passed by majority voice vote.**

ARTICLE 10: Other Business

To transact such other business as may legally come before the meeting.

Chairman Rockett made a motion, seconded by Commissioner Muzerall, to approve Article 10.

Superintendent Chandler gave kudos to Tom & Matt, who led the charge for the Meter replacement program.

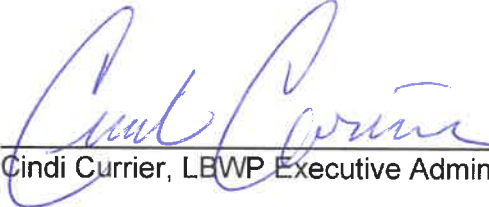
Chairman Rockett also commended the staff on a job well done, getting the meter replacements scheduled and completed, noting that we are down to just a handful of meters that need to be addressed. He also highlighted an article that has been published on our website that was written about the Lower Bartlett Water Precinct, which was recently published in the NH Water Works Association Journal.

Stephen Gallas noted that Tom Caughey should receive credit for his ongoing positive customer relations, and that he is a great asset to the Precinct.

Tom Caughey completed a presentation overviewing the new water meters and the new data collection process and what we do with that data that is collected. Superintendent Chandler added 30% of water we were producing was leaking back into the ground. With this innovative technology, we are able to identify where these leaks were in the system and repair them. With these repairs, we have seen a 35% reduction in power consumption at pump houses 1 & 2.

With there being no further business to discuss, Commissioner Muzerall, seconded by Commissioner Szetela, made a motion to adjourn the annual meeting at 7:54pm. Moderator Mills called for a vote; all in favor. **Motion passed by majority voice vote.**

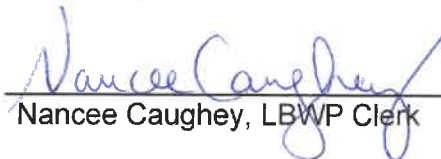
Respectfully submitted by,


Cindi Currier, LBWP Executive Administrative Assistant


James Rockett, LBWP Chairman


Robert Muzerall, LBWP Commissioner


Stanley Szetela, LBWP Commissioner


Nancee Caughey, LBWP Clerk

