

CARROLL, SS

RECORD OF PRECINCT COMMISSIONERS
REGULAR MEETING
September 8, 2026

A regular meeting of the Commissioners was held on Tuesday, September 8, 2026, at the Precinct Office, 367 NH Route 16/302, Intervale, New Hampshire. The meeting was called to order at 6:39pm by Commissioner Muzerall, seconded by Commissioner Szetela. Also in attendance were Chairman Rockett, Superintendent Gary Chandler, and Executive Administrative Assistant Cindi Currier.

1. **Review and sign Meeting Minutes-** The minutes for the August Regular Monthly Meeting and the August Non-Public 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: \$167,679.27
 - ii. Service Billing outstanding balance: \$86,044.07 (*Includes Town of Bartlett deferred 25% of 2025 taxes to be paid in December 2026*)
 - b. Operating Account: Bank balance totals \$285,504.66. Following a deduction of \$136,509.66 in outstanding checks/anticipated loan payments and the addition of \$2,453.57 in undeposited funds, the net cash balance on hand is \$151,448.57.
 - c. Wastewater Account: Bank balance totals \$147,122.47. Following a deduction of \$44,661.93 in outstanding checks/anticipated loan payment, the net cash balance on hand is \$102,460.54.
 - d. Project Account: Bank balance totals \$7,156.98 with \$0.00 in outstanding checks, leaving a net cash balance on hand of \$7,156.98.
 - e. Budget Status (Week 37 of the fiscal year / 71.15% elapsed):
 - i. Executive Costs: \$225,411.02 (*74.36% of budget*)
 - ii. Operations Costs: \$354,115.26 (*56.77% of budget*)
 - iii. Debt Service: \$535613.71 (*79.36% 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. Wastewater Detail
 - d. NW-Facility Transfer Sheet
 - e. NW-Wastewater Transfer Sheet (Principal from operating Acct)
 - f. NW-Wastewater Transfer Sheet (Interest from WW Acct)
 - g. Hounsell Contract
4. **User Agreements-** The following user agreements were reviewed and Signed:
 - a. Emery
 - b. Harrington/Lane
 - c. Hatcher/Deaton
 - d. Reid/Bryant
 - e. The Douglas R and Lisa M Dreffer Revocable Trust
 - f. Lucas
 - g. Cardin/Videira
 - h. Burke
5. **New Business-**
 - a. Correspondence to the commissioners

- i. Letter from the TOB Selectmen RE: Payment Terms- Commissioners reviewed No action was taken.

6. **Old Business –**

- a. Camden Bank Discussion - Wastewater BAN- Superintendent Chandler updated the commissioners, all requested financial information has been provided to Camden bank. Our File has been referred to Sue Perry at Camden for further review. We are looking to convert this BAN into a long-term loan. The Max number of years we can go for is 27. We hoped to have options to present to the board, we will most likely have to have a special commissioner meeting to review, as the full amount of the BAN with interest is due on September 29, 2026.

7. **Superintendent Report-** Superintendent Gary Chandler, reviewed:

- a. Gary is still working on the IMA with North Conway Water Precinct, with a scheduled meeting on September 15, 2026 between the superintendents and a representative from each board. Nothing new to report at this time.

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 6:50pm.

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

10. Respectfully submitted by:



Cindi Currier

Executive Administrative Assistant



Chairman Rockett



Commissioner Muzerall



Commissioner Szetela