

**MOUNTAIN LAKES DISTRICT  
BUDGET COMMITTEE MEETING  
November 4, 2013  
\*APPROVED\***

**Attendance:** Dan Brady (Chairman), Robert Roudebush, Barbara Keating, Bob Long, Francine Bowman (Summer Program Director), Don Drew (Water/Maint. Supervisor), and Kristi Garofalo (Administrative Assistant). Amy Baker (District Accountant) joined after the meeting started.

**Call to Order:** Dan Brady called the meeting to order at 10:01 am.

*The Committee discussed the following line items:*

**Recreation Budget Overview:**

**5018-2 Lifeguards and 5020-2 Snack bar help:** Don Drew contacted the state regarding septic requirements for a full snack bar operation next year and found out grease traps are required. Our system doesn't have one, so a full snack bar probably won't happen next year. Possible alternatives are vending machines or selling only prepackaged food, but it's unclear how either would affect lifeguard/snack bar help hours. Dan Brady recommended holding the question until the next meeting. **Francine Bowman will bring recommendations on hours needed for lifeguards and snack bar to the next meeting for the group to discuss. She will also bring a proposed budget for other Recreation line items.**

**5064-2 Facility Operation-Rec:** The committee recommended this line be set at \$2,500 at their last meeting. Don Drew said the District needs to buy more umbrellas and \$2,500 should be fine.

**5082-2 Beach/Pool Maint:** Don Drew said he has estimates for a 3-swing, commercial grade swing set at around \$1,500. Amy Baker noted the extra sand for the playground has been delivered as discussed in the last meeting. Don Drew said bringing in the docks would be a cost yet this year and he is looking at purchasing a new solar cover for the pool next year. Amy Baker asked if he could buy the cover using leftover funds this year. After discussion, it was agreed to buy the cover this year and also top off the propane tank using this year's funds.

**4012-2 Boat Rentals (Income Line):** The committee previously recommended raising the line to \$600 since rental revenue was up this season. Francine Bowman said if more boats were available, they could have earned even more. Dan Brady said the Beach/Pool Maint line could be used to buy more boats if the committee wanted to recommend that.

**\*Sports Court Improvement:** Don Drew said the quote he got last year was for \$4,483 to refinish the tennis courts. He said setting the warrant article at \$6,000 would cover any price increase and leftover funds could go to the purchase of equipment to be used to sweep the courts.

**Lodge Budget Overview:**

**5064-3 Facility Operation – Lodge:** Don Drew reevaluated rebuilding the wall on the annex side and feels it can be cleaned up at an estimated cost of \$500 rather than rebuilding. Don Drew also said an electrician quoted \$1,000 for wiring the Lodge for an emergency generator for storms and in case the Lodge needed to be used a shelter. The generator system would be used for heat, lights, and to power the proposed chairlift. The electrician also noted the emergency exit signs aren't working and will provide an estimate for repair/replacement. Dan Brady asked for a combined estimate for the wall

repair, generator wiring, and emergency signage projects. Don Drew recommended setting the line at \$2,500 not including the cost of the generator itself since that cost will be shared with the Water Department. Don Drew also said the planned counter top replacement project in the Lodge bathrooms will be done yet this year. Amy asked if the Lodge would need cleaning before the holidays. ***Kristi Garofalo will call the company to set up carpet cleaning.*** Don Drew mentioned the possibility of replacing flooring in the Lodge with a type easier to maintain. After discussion, it was decided to keep the line amount at last year's level of \$1,000.

***Lodge Accessibility/Chairlift Project:*** Dan Brady said they are working with vendors to get estimates and the goal is to have all information ready to be considered at the Nov. 18 meeting. ***Don Drew will get the fire marshal involved in egress issues.***

***5054-3 Fuel/Propane – Lodge:*** Don Drew said the heating system at the lodge was recently inspected and is working fine. After discussion, the committee agreed to leave the line amount at \$4,000.

***5065-3 Snowplowing/Mowing – Lodge:*** After discussion about wear on the existing District truck if it were used for snow plowing, the committee agreed not to pursue that possibility. Don Drew said he looked at costs of in-house mowing and it would only save the District roughly \$1,000 over a 5-year span. He recommended using outside firms for snowplowing/mowing and putting the project out for bids. ***Robert Roudebush will provide a copy of Haverhill's new purchasing/bidding policy and Don Drew will work with Dan Brady on putting together specs for the bids.***

#### **General Operations Overview:**

***5088-1 Security:*** Don Drew will ask Ken King to the Nov. 18 meeting to discuss future needs.

***5067-1 Fireworks:*** Kristi Garofalo will check with Hell's Gate Fireworks for next year's rates.

***5066-1 Beautification/Wildlife:*** Robert Roudebush provided the committee with a detailed budget proposal of \$1,345.16 for members to review before the next meeting.

#### **Warrant Article Suggestions:**

***Forestry Committee*** – Robert Roudebush asked if funds might be needed for the new Forestry Committee. Bob Long said the estimate for the initial study is \$2,500. Dan Brady said the group may ask for “seed money” and then if they get a grant, they would return that money to the District. He said several committee members are optimistic that grant money would be available for start-up, and then the project would be self-funded from harvesting income. The committee agreed to discuss the funding issue further at the Nov. 18 meeting.

#### **To be discussed at the next meeting on Nov. 18:**

- Pest control options at the Lodge – ***Don Drew and Amy Baker to research issue and bring recommendations***
- Proposed warrant articles
- General Operation Budget

Dan Brady moved to adjourn, Robert Roudebush seconded. Meeting was adjourned at 11:16 am.

Respectfully submitted by  
Kristi Garofalo