

**MOUNTAIN LAKES DISTRICT
BUDGET COMMITTEE MEETING
November 10, 2015
*AMENDED and APPROVED***

Present: Dan Brady (Chairman), Darlene Simboli, David Selent, Barbara Keating, Don Drew (Water/Maintenance Supervisor), Kristi Garofalo (Administrative Assistant), and Amy Baker (District Accountant).

Call to Order: Dan Brady called the meeting to order at 10:06 am.

Approval of Minutes – November 3, 2015: Amy Baker suggested the last bullet item under the General Operation Budget section of the minutes be amended to delete the phrase “as originally planned”. Dan Brady moved to approve the minutes with the amendment, David Selent seconded and the motion passed. *Kristi Garofalo will make the changes to the Nov. 3 minutes.*

Recreation Budget Review: The Committee reviewed the updated 2016 Budget worksheet and discussed the following:

- Vending Machines for Snack Bar – Dan Brady suggested Allen Vending as a possible contact; *Darlene Simboli and Amy Baker said they would research possible sources.*
- Snack Bar Renovation – Barbara Keating said she understood Dave Long was getting estimates for renovation projects. *She will follow up and report at the next meeting.*
- Summer Program Director – The Committee discussed having the Program Director help with other events maybe once a month throughout the year. The Committee agreed to increase the line to \$4,000.
- New Diving Board – *Darlene Simboli and Don Drew are working on getting specifications and prices.*

Lodge Budget Review: The Committee reviewed the updated 2016 Budget worksheet and discussed the following:

- Fuel Account Credits – Kristi Garofalo reported the commissioners tabled the Committee’s request to use funds from this year’s budget to create a credit on the fuel accounts for next year. They wanted to wait until the December meeting to make sure of the amounts remaining in the accounts and the amounts they wished to use for credit.
- Renovation – Don Drew had estimates of \$8,500 to \$12,000 for doing the entire basement floor (includes grinding, leveling, and epoxy coating with various levels of finishes). The Committee discussed the importance of the upstairs as a rental site and agreed to recommend current funds be used for upstairs work (floors) and recommend a warrant article for work on the basement floors.

Water Department Budget: The Committee reviewed the 2016 Budget worksheet and discussed the following:

- Legal Expense – Amy Baker suggested this line be increased ***AS AMENDED to \$5,000** or a Capital Reserve Fund established so that Water Department can split future legal costs with Gen Op.

- Office Expense – The Committee agreed to increase the line to cover the Water Department’s share of having the annual booklet printed.
- WD Equipment Purchase/Maintenance – The Committee agreed to lower the line amount to \$4,000.
- Water Purchases – During the Lower Dam Project, additional funds were budgeted to purchase extra water from Woodsville Water & Light. The Committee agreed to reduce the line amount to \$45,000 for next year since the project is finished.
- Contract labor – ***Kristi Garofalo will double check expenses charged to this line to make sure no water break/emergency charges are included.***
- Health Insurance – New line so Water Department contributes towards the cost of Don Drew’s health insurance. ***Don Drew will research estimated healthcare costs for 2016.***

Warrant Articles: The Committee listed the following as suggested warrant articles to discuss at future meetings:

- Lodge Basement Floor (\$8,000?)
- Purchase of Emergency Spillway Land (\$7,000)
- Replenish Capital Reserve Fund for Gen Op Legal Expenses (\$10,000)
- Establish District Vehicle Capital Reserve Fund for current truck replacement (\$5,000)
- Establish Upper Dam Project Capital Reserve Fund for future work (\$5,000 from surplus)
- Master Plan Update (\$10,000?)
- Establish Accounting Software Capital Reserve Fund (\$5,000)

Adjournment: Dan Brady moved to adjourn; Barbara Keating seconded. Meeting adjourned at 11:17 pm.

Future Meetings:

Monday, November 23 - 11:00 am

Respectfully submitted by
Kristi Garofalo