

**MOUNTAIN LAKES DISTRICT
BUDGET COMMITTEE MEETING
October 3, 2018
*UNAPPROVED***

Present: Dan Brady (Chairman), Robert Roudebush, Chris Roberts, Darlene Simboli, Kristi Garofalo (Administrative Assistant) and Don Drew (Maintenance/Water Supervisor). Also present was Commissioner Bob Long. Committee member Mark Johanson was absent and excused.

Call to Order: Dan Brady called the meeting to order at 8:04 am.

Approval of Minutes: N/A

Warrant Articles: Dan Brady briefly gave a review of what warrant articles are and how they can be used to fund specific projects. He asked the Committee to keep warrant article possibilities in mind as they discussed the budgets.

Gen Op Budget: The Committee reviewed worksheets containing current YTD figures as of Sept. 30, 2018. The worksheets used the line amounts appropriated for 2018 as a starting figure for 2019. The Committee agreed on the following actions/changes:

- Revenue lines will be considered at the final budget review, but no large changes are expected.
- **5010-1 (Admin. Asst.), 5012-1 (Maint. Mgr)** – *Bob Long to submit numbers for these lines.*
- **5013-1 (Maint. Asst.)** – At Don Drew’s recommendation, the Committee agreed to reduce this line to \$3,000.
- **5016-2, 5018-2, 5019-2, 5020-2, 5022-2 (Rec personnel and supplies lines)** – *Mary Houde will submit numbers for these lines at the Nov. 14 Budget Meeting.*
- **5026-2, 5026-2 (Gen Op & Rec FICA lines)** – *Kristi Garofalo will calculate these lines after pay rate figures are received from Bob Long and Mary Houde.*
- **5028-1, 5030-1 and 5046-4-1 (Unemployment, Workers Comp, and Liability Insurance)** – *Kristi Garofalo will provide these numbers after Primex makes them available on October 15.*
- **5035-1, 5036-1 and 5037-1 (WGSB Loan Payments)** – After noting that line 5036-1 for the French Pond Road project will be paid off at the end of 2018, the Committee agreed to set that line at \$0. The Committee also agreed to set the other two lines at \$7,755 and \$30,425 respectively as per their amortization schedules.
- **5038-1 (Passumpsic Loan)** – After discussion, the Committee agreed to fund future debt payments on this loan equally from the Water Dept. and Gen Op budget. The Committee then agreed to set this line at \$8,200 for 2019.
- **5043-1 (Health Insurance)** – *Bob Long to submit numbers for this line.*
- **5054-3 (Fuel Oil-Lodge)** – The Committee agreed to set this line at \$4,000.
- **5060-1 (Consult/Training-Gen Op)** – Kristi Garofalo told the Committee she would like to take grant writing courses in 2019 and the cost for the series is \$395. The Committee agreed to increase the line to \$2,000 to cover the additional cost of the courses described above.
- **5065-1, 5065-3 (Snowplow/Mowing-Gen Op and Lodge)** – The Committee agreed to recheck the actual expenditures for these lines in December to see if the lines could be reduced in 2019.
- **5066-1 (Beautification & Wildlife)** – The Committee agreed to reduce this line to \$750.

- **5074-1 (Mileage)** – The Committee agreed to reduce this line to \$750.
- **5082-2 (Beach/Pool Maintenance)** – The Committee agreed to recheck the actual expenditures for this line in December to see if the line could be reduced in 2019.

2019 Warrant Article Notes from the above discussions: The Committee agreed to consider the following projects for possible warrant articles:

- \$5,000 for the purchase of more round picnic tables for the beaches.
- \$6,500 for Lodge projects – exterior work and ceiling tiles for the Lodge basement.
- \$5,500 for a new pool heater.

Important Dates: Dan Brady reminded the Committee of the following important dates:

- **Next Meeting Date: Wednesday, October 17 at 8:00 at the District Office.**
- Future Budget Meetings: Oct. 17, Nov. 14, Nov. 28, Dec. 19, and Jan. 9 (if needed).
- Jan. 14, 2018 at 6:00 pm – Finalized budget submitted to the commissioners
- Feb. 11, 2018 at 6:00 pm – Commissioner meeting and public budget hearing
- Mar. ??, 2018 at 10:30 am – District Annual Meeting at the Lodge (Date to be decided)

Robert Roudebush moved to adjourn; Chris Roberts seconded, and the motion passed. The meeting adjourned at 9:16 am.

Respectfully submitted by
Kristi Garofalo