

**MOUNTAIN LAKES DISTRICT
BUDGET COMMITTEE MEETING
At the District Office and via Zoom Video Conferencing
December 15, 2021
*UNAPPROVED***

Call to Order: Chair Laraine King called the meeting to order at 9:00 am.

Roll Call:

- **Committee:** Laraine King, Robert Roudebush, Chris Roberts and Kristi Garofalo; Brian Loutrel (alone) was present via Zoom and Chair Laraine King declared a quorum present.
- **Public Present In-Person:** Mark Johanson, Ken King, and guest Michael LaBonte from Profile Technologies.
- **Public Present via Zoom:** Bob Long

Approval of Minutes:

- **Nov. 10, 2021:** Robert Roudebush moved to approve, Chris Roberts seconded and the motion passed.

Guest: Profile Technologies: The Committee discussed three quotes for enhanced equipment projects with Michael LaBonte of Profile Technologies, who provided and answers to questions and clarifications of recommended equipment. After the discussion, the Committee agreed to recommend all three projects and recommend a Capital Reserve Fund deposit to cover the cost of the three projects. Robert Roudebush moved to recommend a deposit of \$5,000 to the Office Software & Equipment CRF; Chris Roberts seconded and the motion passed.

MLD Valuation & Tax Rate / Proposed Warrant Articles & CRF Requests:

Kristi Garofalo shared a press release from the NH Department of Revenue (DRA) that explains the relationship between assessed valuations and the tax rate set by the DRA. She said Mountain Lakes valuation has increased substantially which lowers the District tax rate and noted the opportunity to fund District needs outside of using the fund balance. After discussion and reviewing the draft budget packet, the Committee agreed to the warrant articles for CRF deposits and gave approval for ***Kristi Garofalo to update all the forms with the latest changes to be reviewed at the next Committee meeting.***

Updates to Budget Worksheet Lines: Noted below are lines discussed and/or changes the Committee made:

- 5010-1 (District Administrator) and 2-5010 (WD District Administrator) – The Committee agreed to set 5010-1 at \$26,884 and 2-5010 at \$17,923 with the increase to cover a limited number of overtime hours.
- 5043-1 (Health Insurance) and 2-5047 (WD Health Insurance) – Bob Long previously shared information on health insurance costs divided 60/40 between Gen Op and Water Fund. An incorrect premium amount was used to calculate this line previously; with the correction, the Committee agreed to set 5043-1 at \$11,000 and 2-5047 at \$7,300.
- 2-5049 (Transfer Out-Water Emerg CRF) – The Committee agreed to set this line at \$4,723 as needed to compensate for the health insurance line amount adjustment (see above).
- 5064-1 (Facility Op-Gen Op) and 5064-3 (Facility Op-Lodge) – Bob Long provided cost estimates for cleaning services for the Office and Lodge. The Committee agreed to set 5064-1 at \$8,600 and 5064-3 at \$3,100 to cover the costs.

Important Dates:

- **Next Meeting Date: Wed., January 5 at 9:00am – “Clean Up” Session**
- Jan. 10, 2022 at 6:00 pm – Finalized recommended budget submitted to the commissioners
- Feb. 14, 2022 at 6:00 pm – Commissioner meeting and public budget hearing
- Mar. 26, 2022 at 10:30 am – District Annual Meeting at the Lodge

Robert Roudebush moved to adjourn; Chris Roberts seconded, and the meeting adjourned at 9:50 am.

Respectfully submitted by
Kristi Garofalo