

**MOUNTAIN LAKES DISTRICT
BUDGET COMMITTEE MEETING
At the District Office and via Zoom Video Conferencing
November 29, 2022
*UNAPPROVED***

Call to Order: Vice Chair Brian Loutrel called the meeting to order at 8:59am.

Roll Call:

- **Committee:** Brian Loutrel, Mark Johanson, Tom Mangels and District Administrator Kristi Garofalo. Brian Loutrel declared a quorum physically present. Facility and Water Manager John Mitchell was present via Zoom (alone) due to possible contagious illness. Robert Roudebush was absent and excused.
- **Public Present:** In-Person: Bob Long Via Zoom: None

Approval of Minutes:

Nov. 15, 2022: Mark Johanson moved to approve; Tom Mangels seconded. Roll Call Vote: Brian Loutrel-Aye; Mark Johanson-Aye; Tom Mangels-Aye; Kristi Garofalo-Aye and John Mitchell-Aye. Motion passed.

Updates to Budget Worksheet Lines: Noted below are lines discussed and/or changes the Committee made for lines that did not remain at the 2022 level.

WATER BUDGET:

- 2-5010 (WD District Admin) – The Committee agreed to set this line at \$20,713 per Bob Long’s proposal.
- 2-5038 (WD NH Retirement) – The Committee agreed to set this line at \$3,757 per Bob Long’s proposal.
- 2-5039 (WD FICA Expense) – ***Kristi Garofalo will calculate this line for next meeting.***
- 2-5047 (WD Health Insurance) – The Committee agreed to set this line at \$4,700 based on the 2023 quote.
- 2-5051 (WD Telephone/Internet) – The Committee agreed to set this line at \$2,200 based on the new agreement for Spectrum to provide upgraded phone/internet service to the Pump House.
- 2-5096 (WD Contract Labor) – ***Bob Long is working on the contract renewal for the next meeting***
- 2-5097 (WD Water Assistant) – The Committee agreed to set this line at \$3,000 based on plans to hire summer employee(s).
- 2-5098 (WD Water Manager) – The Committee agreed to set this line at \$26,800 per Bob Long’s proposal.

GENERAL OPERATION BUDGET:

- 5010-1 (District Administrator) – The Committee agreed to set this line at \$31,070 per Bob Long’s proposal.
- 5012-1 (Facility Manager) – The Committee agreed to set this line at \$40,100 per Bob Long’s proposal.
- 5018-2 (Lifeguards/Attendants) – The Committee briefly discussed the status of the pool key card access project and agreed ***Bob Long will provide numbers for this line after it is determined whether contractors for this project can be found for 2023.***
- 5019-2 (Snack Bar Inventory) – The Committee agreed to set this line at \$1,600.
- 5020-2 (Snack Attendants) – The Committee agreed to set this line at \$5,000 at Bob Long’s request.
- 5026-1 (FICA Expense-Gen Op) and 5026-2 (FICA Expense-Rec) - ***Kristi Garofalo will calculate these lines for next meeting.***

- 5043-1 (Health Insurance) – The Committee agreed to set this line at \$9,200 based on the 2023 quote.
- 5044-1 (NH Retirement) – The Committee agreed to set this line at \$5,700 per Bob Long’s proposal.
- 5064-2 (Facility Oper-Rec) – The Committee agreed to set the line at \$3,500.
- 5067-1 (Fireworks) – The Committee agreed to set this line at \$3,500 based on quoted cost.
- 5068-2 (Special Events-Rec) – Bob Long requested the line be set at \$1,200 as the Rec Committee plans additional events in 2023. The Committee agreed to set the line at \$1,200.
- 5082-2 (Beach/Pool Maintenance) – John Mitchell shared pool projects needed in the next year: bring the electrical panel up to code (estimate \$800), install a new heat pump to replace the existing heater (estimate \$8,000) and remove the trees along the lakeside fence (estimate \$8,900). After discussion, the Committee agreed the electrical project was a priority, the tree project would result in a savings of both labor and chemical cost, and the heat pump could be put on hold. They agreed to set the line at \$12,000 to cover the electrical and tree projects plus operating expenses.

Other Business:

- **CRF Deposit:** The Committee agreed to consider making a deposit to the Rec Facilities CRF to start building a fund to replace the existing swimming pool since experts have said it is nearing the end of its lifespan.
- The Committee agreed ***Kristi Garofalo will finalize the budget numbers before the Dec. 13 meeting and send meeting packets, including the MLD valuation sheet, to committee members by Dec. 12*** for review before the meeting.

Important Dates:

Next Meeting Date: Tuesday, December 13 at 9:00am – Focus: Warrant Articles, CRF Deposits, and other Clean Up/Finish Up

- Future Budget Meetings: Possible date of Jan. 3 if needed.
- Jan. 9, 2023 at 6:00 pm – Finalized budget submitted to Commissioners
- Feb. 15, 2023 at 6:00 pm – Commissioners meeting and public budget hearing
- Mar. 25, 2023 at 10:30 am – District Annual Meeting at the Lodge

Mark Johanson moved to adjourn; Tom Mangels seconded. Roll Call Vote: Brian Loutrel-Aye; Mark Johanson-Aye; Tom Mangels-Aye; Kristi Garofalo-Aye and John Mitchell-Aye. Motion passed and the meeting adjourned at 9:56 am.

Respectfully submitted by
Kristi Garofalo