

**MOUNTAIN LAKES DISTRICT
BUDGET COMMITTEE MEETING
At the District Office and via Zoom Video Conferencing
October 17, 2023
*UNAPPROVED***

Call to Order: District Administrator Krist Garofalo opened the meeting called the meeting at 5:06 pm.

Roll Call:

Committee: Eric Cassidy, Chris Roberts, Facility & Water Manager John Mitchell and District Administrator Kristi Garofalo. Tom Mangels joined shortly after the meeting started.

Public Present: In-Person: Bob Long Via Zoom: Alex Fopiano and Rich Gibble

Approval of Minutes: N/A

Leadership and Membership: The Committee discussed that traditionally the District Treasurer serves as Committee chair, but Treasurer Eric Cassidy hasn't been officially appointed to the Committee yet. The Committee also welcomed Alex Fopiano and Rich Gibble who are interested in serving on the Budget Committee and all agreed ***Kristi Garofalo will send application forms to Rich Gibble and Alex Fopiano and put the three names on the next Commissioners' meeting agenda for official appointment to the Committee.***

Future Meeting Dates: The Committee agreed to set the following dates for future meetings: Monday, Oct. 23; Monday, Oct. 30; Monday, Nov.6; Monday, Nov. 20 and Monday, Dec. 4 (if needed). All meetings will start at 4:00pm at the District Office with Zoom access available.

Intro to 2024 Budget: Kristi Garofalo gave a brief review of District funds and bank accounts, and explained the Line-Item Listing and Budget History in the Committee packets for members to use for reference.

Gen Op Budget: The Committee reviewed worksheets containing current YTD figures as of Sept. 30, 2023. The worksheets used the line amounts appropriated for 2023 as a starting figure for 2024. Committee members asked for year-end totals for previous years to be added to future worksheets; ***Kristi Garofalo will make those additions.*** Noted below are several lines needing further information to be presented at later meetings and also the actions and/or changes the Committee agreed on for lines that did not remain at the 2023 level:

- 5004-1 (Treasurer) and 5009-1 (Zoning Officer): Eric Cassidy suggested the Treasurer stipend be at least \$100 per month; the Committee agreed to consider that at a future discussion. ***Kristi Garofalo will ask the Planning Board for their recommendation for the Zoning Officer line item.***
- 5010-1 (District Admin.), 5012-1 (Facility Mgr), 5013-1 (Maint. Asst), and 5016-2, 5018-2, 5019-2, 5020-2, 5022-2 (Rec personnel and supplies lines): ***Bob Long will submit numbers for these lines.***
- 5015-1 (Tech Support Services): ***Kristi Garofalo will ask Profile Technologies for a 2024 quote.***
- 5026-1, 5026-2 (Gen Op & Rec FICA lines) – ***Kristi Garofalo will calculate these lines after pay rate figures are received from Bob Long.***
- 5028-1, 5030-1 and 5046-4-1 (Unemployment, Workers Comp, and Liability Insurance) – ***Kristi Garofalo will provide 2024 numbers from Primex.***
- 5042-1 (Audit Expense): ***Kristi Garofalo will ask MLD's auditor for a 2024 quote.***
- 5043-1 (Health Insurance) and 5044-1 (NH Retirement): ***Bob Long to submit numbers for these lines.***

- 5051-1 (Phone/Internet-Gen Op): The Committee agreed to set this line at \$3,500 based on YTD figures.
- 5056-1 (Printing/Adv-Gen Op): The Committee agreed to set this line at \$1,000 based on YTD figures.
- 5060-2 (Consult/Training-Rec): The Committee agreed to reduce this line to \$500.
- 5067-1 (Fireworks): The Committee agreed to reduce this line to \$3,000.
- 5068-2 (Special Events – Rec) – **Bob Long to submit Rec Committee recommendations for this line.**
- 5082-2 (Beach/Pool Maint.) and 5096-1 (Planning Board): John Mitchell will work on getting estimates for 2024 beach and pool costs; Kristi Garofalo will ask Planning Board for a recommendation for their line item.

Next Meeting Date: Monday, Oct. 30 at 4:00pm – Focus: Water Fund

Adjournment: John Mitchell moved to adjourn; Chris Roberts seconded, and the meeting adjourned at 6:30pm.

Respectfully submitted by
Kristi Garofalo