

Budget Advisory Committee Meeting – December 4, 2023 Called to order at 4:27 p.m.

Attendees: Management - Ron Beard, MRI Consultant Rita Donaldson (Zoom)

Committee Members – Mark Canfield (Zoom), Dave Spinney, Denise Bujalski, Rob Diefenbach, Bill Mitchell (Zoom)

Zoom: Nancy Seward, Linda Ivers, Maureen Patti

Mr. Canfield asked for a minute taker and Ms. Bujalski volunteered. The agenda for the meeting was approved. The minutes from the 2/20/23 meeting had never been formally approved. These were read, Mr. Spinney made a motion to accept, seconded by Mr. Diefenbach, and all approved. The approval of the minutes from the 11/20/23 meeting was tabled as changes had been made but were not available to all at the time of the meeting.

Ms. Donaldson was asked for an update on the 2022 audit, and she stated she expected a draft by the end of the week. The audit date for next year has been scheduled for April 1-3, 2024. The amount of the unreserved fund balance is not yet available.

The budget to date (12/4/23) is 80% spent. Many of the warrant articles are not showing monies spent which is partly from the inability to find contractors willing to do the work but also some were not appropriately charged. Work will be done by management to accurately reflect where we stand on warrant article expenditures.

The committee moved on to the need for capital improvements projects to be identified. Mr. Beard was asked to list the items in order of importance:

- 1) Suggested another \$150,000 for paving in 2024. Most of last year's paving budget was used on repaving Pegwood after the extensive water line repairs done this year.
- 2) Water elements: One well pump has been replaced but the second also needs to be replaced. Mr. Beard did not yet have a quote on cost. Purchase of an excavator at a cost of \$68,000 and a trailer at \$25,000 which would be used by staff during water line repairs vs waiting for Lakes Region to transport their equipment and then paying them an hourly rate to do work that could be done by staff with an excavator. Mr. Canfield asked if a cost/benefit analysis had been done for this purchase.
- 3) Septic pumps for the rec center all need to be replaced at a cost of \$20,000 per pump. Suggested doing the primary first, then one next year, and the last the following year. Suggestion was made to buy all at once to try to plan for inflation. Mr. Beard stated he would be reluctant to store a pump for too long as it may affect the lubricants in the pump.
- 4) Need to start planning for replacement of the fleet by saving money in a trust for future costs when a vehicle has reached the end of its use.

Discussion was held on whether a capital improvement committee should be established. This committee cannot be established until the master plan is approved by residents. Mr. Canfield will be addressing the HOA board at their next meeting to answer any questions regarding the plan and a public hearing will be held in January so non-residents can comment on the plan.

Mr. Canfield had distributed a maintenance project list produced in November of 2022. The list did not reflect what has and what has not been accomplished. Mr. Beard stated he will meet with staff and update this list for the next meeting. The rest of the committee will look at the proposed budget and formulate recommendations for a final opinion.

Mr. Canfield opened the meeting to the public for any questions. Linda Ivers noted that another reason not to buy pumps in advance of use is that the warranty would be impacted.

A motion to adjourn was made by Mr. Spinney, seconded by Mr. Diefenbach and approved by all. The meeting was adjourned at 5:26 p.m.

Respectfully submitted,
Denise Bujalski