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Meeting Minutes
Emerald Lake Village District (ELVD) Budget *Workshop Meeting*
Thursday, December 18, 2022

Board Attendees

Brett Taber, Commissioner (Chair)

Debbie Kardaseski, Commissioner

Sarah Murphy, Commissioner

Carolyn Renken, Treasurer

Sara Auger, Clerk

The meeting was called to order by Commissioner Taber at 9:03am. Roll call was done to confirm a quorum of Commissioners was present.

The meeting opened with continued focus to close out the 2022 budget and start the 2023 budget. The last meeting it was discussed that both the general and water were close to the budget totals. Since then, a previous question on water on the meter pit for Hemlock has been submitted in the amount of \$21,519.97. There are 3-5 Aquamen invoices totaling around \$3600, and with a Capital Reserve Fund (CRF) reimbursement, this puts the water budget positive about \$1400. At this time, the board is inclined to leave the 2022 water budget as is.

On general budget for 2022, an auto withdrawal for intuit came through for about \$500 + \$531 invoice from Heniker crushed stone leaves budget for 2022 general at about \$2,000 positive. The board anticipates spending \$1700-\$2,000 on two new computer systems.

The district has received \$602,000 in reimbursement for the Y21 water main replacement project. Part of this is retained for SUR construction payment. Expenses vs. revenues will be needed for an audit.

The board then reviewed each line item, entering 2023 values, marking an early attempt at budget review, with various other budget meetings upcoming.

Initial conversations included:

- Lease for office ending in Sept. 2023
- An increase in the audit line due to an added audit needed for ARPA funds, any federal funds over \$750,000 requires an additional audit, cost expected to be \$3500
- Primex has gone down (4196.1)
- Liability has gone up (4196.2)
- Biggest increases to overall general budget include loan repayment for Red Fox crossing Bridge/Skippy Bridge (estimated \$20,000 principal and \$7,605 interest) and the road agent contract is up due to fuel and insurance increases
- General Capital Reserve fund (CRF) contributions proposing \$22,500, with proposed \$2,500 going to the Dam CRF and \$20,000 going to the roads CRF. In 2021, \$42,500 overall for general was contributed to CRF funds.
- Unexpended funds can offset the tax rate and the board can look at those scenarios when the numbers are available, if needed.
- A 2023 budget item will be the purchase and reimbursement of a badger meter.
- Postage will be increasing in January 2023
- The water budget also saw an increase on the audit line, as well as increased electric/eversource costs to run the wells
- If well pumps are able to rest and have downtime, this will be a savings in the budget on electric costs
- The board is waiting on the \$1.26M water main replacement project Y21 values for what repayment will be, payment due September 2023
- Biggest savings for the water budget as we head into 2023 will be leak prevention and finding them early to prevent water loss.
- Spring 2023 water bill for residents will be \$571.00. The Fall 2023 water bill amount will depend on the water budget approved at Annual Meeting on April 22, 2023.

In other business, the board had budget meeting minutes to approve.

Commissioner Taber made a motion to approve December 11, 2022 meeting minutes as written, seconded by Commissioner Kardaseksi. All in favor, motion passed.

Commissioner Taber made a motion to adjourn at 11:30am. Seconded by Commissioner Kardaseski, all in favor, motion passed.

Respectfully submitted by: _____ Sara Auger, ELVD Clerk

Approved by:

_____ Brett Taber, Commissioner (Chair)

_____ Debbie Kardaseski, Commissioner

_____ Sarah Murphy, Commissioner