



Emerald Lake Village District

Hillsborough, New Hampshire, 03244

ELVD Budget Workshop Meeting Minutes

Sunday, 1.05.2020 @ 8:00 AM

Attendees

Brett Taber, Chairman of Commissioners (In Person)

Sara Auger, Commissioner (In Person)

Shawna Kilcoyne, Treasurer (In Person)

Meeting was called to order at 8:05 A.M.

The prior meetings discussion points for the General Budget lines was briefly reviewed to determine what budget lines were still open for further review. It was noted that a review of the Office lease agreement was needed to validate the lease agreement dates and to inquire if any increases are planned over the next 1-3 years. Other items seeking clarity was the membership fee and equipment rental fees through GSRWWA for leak detection.

The members that were present, worked through the remainder of the lines for the General Budget to continue to work toward a draft budget proposal. Through this process, the team discussed additional topics such as the 2020 Asset Management grant and payroll/ tax requirements.

The team then began to review the Water Budget for development. Topics such as WSO operations, estimated costs for well transducers, NOV. requirements, Scada system designs and content questions and cost impacts, Media / labor quotes for the treatment plant operations as well as any loan opportunities the District may be eligible for.

The Treasurer will be compiling the information to populate our initial draft to the team at our next meeting. The team will check their schedules and provide available dates to the treasurer for the next budget prep meeting.

It was recognized that further discussion points will need to occur with the Road Agent and WSO + in allowing the board to develop a more precise cost estimate for the coming year/s expenses for both operations.

The meeting was adjourned @ 12:50 PM

Sincerely,

Approved by:

Brett Taber, ELVD Board of Commissioner Chairman

Sara Auger, *Commissioner, Chair*
