Budget Advisory Committee Meeting – October 28, 2024 Called to order at 4:00 p.m.
Attendees: Management - Ron Beard, Shawn Pelchat
Committee Members – Mark Canfield, Dave Spinney, Denise Bujalski, Bill Mitchell (via Zoom)
Zoom: Heidi Davis (MRI), Nancy Seward

Roll call was done and quorum established. The minutes of October 21, 2024, were discussed, motion to approve was made by Mr. Spinney, and seconded by Ms. Bujalski. All members voted to approve.

Mr. Pelchat, building and maintenance lead, was welcomed. He discussed some of the duties of he and his staff and presented a list of 129 maintenance items that have been accomplished this year. A motion was made by Mr. Canfield to include this list as an attachment to these minutes and seconded by Mr. Spinney. All members agreed.

Mr. Pelchat next presented a list of projects for 2025 to include:

1. Clear all trees within 30 feet of the ski lift which is or soon will be a requirement by the state of NH. Mr. Pelchat obtained a quote of $13,000-$15,000 (which actually included clearing all trees within 40 feet to establish a good buffer).
2. Replacing carpeting in the Rec Center (lobby, outside locker rooms, hallways to the kids room), estimated cost of $15,000 to $20,000.
3. Move and replace ski lift shack which is sinking. Needs a concrete pad and angled better so lift operator can see the whole lift (takes two employees to do that now). Rough estimate of $35,000 to $40,000 which does not include extensive electrical work.
4. A new generator for the ski lodge. The current one can run either the water system or the ski lift but not at the same time. It cannot handle the equipment (refrigerators, etc.) in the lodge or the lights on the mountain. This could be a major safety issue if the mountain loses power and people are night skiing. The state and our insurance company want us to have a backup plan. Mr. Pelchat had a quote of $47,000 but this was still not for a generator that can run the lights and ski lift.
5. Build a chemical storage building under the deck of the adult pool at an estimated cost of $10,000 if done inhouse.
6. Rigging equipment for the ski area at an estimated cost of $2,500.
7. Replacement rope on hand for the rope tow estimated at $1,500.
8. The family pool needs to be replastered (it is believed this has never been done). Mr. Pelchat only received interest from one company (Atlantis out of MA). To replace with gunite would be $59,000. To replace with a recommended quartz finish which is rated to last longer would be $71,000. This would include new signage, new tiles, new hydrodrains and new main drain covers.
9. Replace doors in the Summit Lounge estimated at $14,000.
10. Purchase an 8 x 20 Conex container for storage at the ski area at an estimated cost of $6,000.
11. Replace pool heaters for the adult pool at an estimated cost of $6,000
12. There are two flat roofs over parts of the rec center which need to be repaired and or replaced, one of which is currently leaking over the gym. There are two decks located above the gym roof. This would entail dismantling the decks to get to the roof. This is

an unknown cost at this time because the decks will need to be dismantled (and then put back together). The labor alone is expected to be quite expensive.

13. Purchase of a glass bead blaster at an estimated cost of $500.
14. Purchase of tracks for winter use of the side by side at an estimated cost of $5,000.
15. Consideration of near future replacement of one of the trucks was discussed.

Mr. Canfield pointed out that many of the above expenses would be in the operational budget but several would also be considered capital improvement projects. Also discussed were the pros and cons of some of the work to be done inhouse or by subcontractors, with the concern being if done inhouse, other normal maintenance may get deferred.

The committee moved on to discussion of the current building/grounds budget. No further large expenses are expected before the end of this budget year. Overall, building/grounds remains underbudget. Mr. Pelchat and Mr. Beard discussed some of the variances that occurred. Fuel was one of the main overruns due to propane use to heat the outdoor pools. Mr. Pelchat expressed his opinion that the pools should be shut down right after Labor Day to conserve on propane costs.

Mr. Pelchat will have his 2025 budget proposal to the committee next week. He was also asked to work on his 2024 maintenance list to place the most expensive items together at the beginning of the list.

Ms. Seward asked for clarification on what is needed for generators at the ski lodge. Mr. Pelchat stated he needs to get a quote for a generator that would run the lights, lodge and lift. Ms. Seward also commented that she believes the outdoor pools should be closed after Labor Day as they are generally not well used after that date.

The committee then discussed the BAC's opinion of the water department budget to be presented to the Commissioners. No member had any additions or corrections to the letter. A copy was made and all members present signed the letter with Mr. Canfield signing for Mr. Mitchell with his permission. See attachment.

Review of the highway and roads proposed 2025 budget was tabled until next week. It will need to be adjusted to reflect a 3% increase in wages and associated line items.

The meeting was open for public comment; there was no one in the room or on zoom at this point. A motion to adjourn was made by Mr. Spinney, seconded by Ms. Bujalski, and all members agreed. The meeting was adjourned at 5:53.

Respectfully submitted,
Denise Bujalski

Attachments:
2024 Maintenance List
Signed BAC opinion letter to Commissioners

# 2024 Maintenance

1. Make maintenance list
2. Repair loading Dock at ski Area
3. Remove damaged siding and trim at Ski Area, Replace and Paint
4. Boiler Maintenance
5. Hard Pack Picnic area by BasketBall court
6. Pour Pad For Fueling, snow trail Shop
7. Build forms For New Mail Boxes
8. Repair cracks in Electrical Room Ceiling with EPOXY
9. Create New chemical closing Sheet For Pools
10. Have All Pools and Hot tubs Inspected BY the state and certificate Install bumpers on loading Dock at Ski Area to Prevent Damage
11. Replace Siding Around Dumpster Port at Ski Area, Install Bumpers
12. Weed Mat and placed wood chips around new playground Equipment
13. Lap pool replumbed
14. Removed old Hvac old Hvac in the office / above the kitchen.
15. Removed the old condensers in the office
16. Clipped/removed suckers in the outside pool area
17. New liquid dosing for hot tubs, stenner pump
18. Daily Robot Maintenance and cleaning
19. Rebuilt Robot Motor / bearing and bushings.
20. Repaired 2 defective pool pumps
21. oil for ski lift wire restocked
22. trimmed brush, sucklings from Ski lift wire
23. Cleaned/ Maintained drain grate for Pond
24. Repaired lock dogging for front door.

# 2024 Maintenance

25. daily filter cleanings for isolated hot tubs
26. Replaced PH Probes for Adult Hot tub and lap
27. Replaced ORP probe for Adult hot tub
28. Transporting chlorine barrels and co2 inside
29. bi-weekly mowing/weed whacking
30. Monthly test on Ada lift for pools / inspection
31. Lift aux starter repair/ new flywheel
32. Main drawn cover replace Adult hot tub
33. Adult hot tub
34. New suction Adjustment plate on family and lap pool
35. Hot tub Jets Repaired
36. Soft start on the rope tow
37. New estop / wood post repair
38. Add fault lights to ski lift
39. Eye hole Jets for chemical distribution for family and lap pool
40. Eye station every 6 months
41. New compliant first aid blood cleaning kits
42. oil change on sxs and 350
43. Finish Plumbing on Snow Making
44. Making SNOW, Track water usage
45. Strip and Repaint Service chair
46. Paint Ceiling in summit lounge, Painted trim, Doors
47. Paint Metal trusses and suppression lines, Remove Glass Divider
48. Install New Hand free Faucets in locker Rooms
49. New Multi port on lap Pool
50. New plumbing for lap pool
51. Sand Filter changed sand for all bodies of water.
52. All New Plumbing for Family Pool
53. New Multiport for Adult pool

# 2024 Maintenance

**54.** New Pool Pump for Adult Pool
**55.** Repair leaks in Adult Pool, Hot tub Pump Room
**56.** Power wash outside Decks and Pocis
**57.** Open pools, Maintenance
**58.** New Ac in office
**59.** Remove old Beer Boulding, Demo
**60.** Pour New cement pad For Beer Building
**61.** Insulate, wire and Finish New Building, & Loam and sod
**62.** New Siding on back of center
**63.** Paint fencing Around Horseshoe pit
**64.** Paint Fencing Around Gas tank
**65.** Add Foot Pedal For Shower in Family Area
**66.** add Shower At Adult Pool Area. Plumb in Hot water Heater
**67.** Asphalt Seal Front walkway and sidewalk
**68.** New Ramp to chemical storage Area.
**69.** Door Alarms on Back Gate, and Exit door BY locker Rooms.
**70.** close in open end of storage shed, Repair Siding and corners Paint
**71.** Set up fencing for outside Events
**72.** Paint Stairway from Kitchen to GYM
**73.** cut trees at Ski Area Lower Parking Lot
**74.** cut trees At Ski Area for new snow making tanks
**75.** Add wall to prevent unauthorized Entry to Pool Alea
**76.** Maintain Pool chemical Supplies
**77.** New ADA Door with Automatic opener upper deck
**78.** Pump Septic at Center, ski Area
**79.** New ac cover on beer shack
**80.** Remove shelving in the lodge

# 2024 Maintenance

**81.** Seal flat roof on the ski area
**82.** Cut more trees for new snow making tanks
**83.** Unload new snow making tanks
**84.** Cleaning windows at the ski area
**85.** Carpet cleaned at ski area
**86.** Remove old tiller parts at ski area scrap
**87.** Remove old powder maker scrap
**88.** Fixed Fencing on rope tow
**89.** Pulling weeds from the beds
**90.** Re-raked mulch beds at the waterville signs
**91.** Putting up advertisement for events down on campton intersection
**92.** Built new platform for snowmobile
**93.** Replaced belts for the ski area vacuums
**94.** Repaired hot water heater at ski area
**95.** Repaired tailgate cable on sxs
**96.** Cut dead tree in overflow parking lot
**97.** Build new summer storage ramp and platform for ski-Doo
**98.** Order parts for new snowmaking tanks
**99.** Oil change on the snowmobile
**100.** Gearbox oil change on the snowmobile
**101.** Remove the live edge shelf from the back wall at the ski area. Re trim windows.
**102.** Replace cracked drive pulley on new soft start motor.
**103.** Weekly propane reading at center.
**104.** Repairing snow blowers (drive gear box Replacement & Chutes)
**105.** Replace injector fitting on the family pool.
**106.** Close outside pools and hot tubs and winterize.
**107.** Blow out outside shower lines and winterize.

# 2024 Maintenance

**108.** Replaced sand filter gasket on Oval Pool (leak stopped)
**109.** Fixed Ozone generator tube on hot tub
**110.** Chairs stacked from outdoor area
**111.** Replaced urinal flush valve at ski area (mens bathroom) with a new hands free one
**112.** Replaced check valve for oval pool/ replaced suction line filter for oval
**113.** Brought in the raft from pond
**114.** Take scrap to recycle 943.59 in scrap value.
**115.** Replaced stenner for oval
**116.** Fixed shower holder and line in men's locker room
**117.** Cut plants down for the winter
**118.** Line work for the ski lift
**119.** Rebuild sheave wheels for lift
**120.** Installed estop device to prevent accidental contact
**121.** Replaced 9 wheel for the lift along with 7 grease fittings
**122.** Lubricated wheels for carriage
**123.** New starter for apu
**124.** Slats on chair frames
**125.** Changed fuel for apu (non-ethanol)
**126.** Lubed up all shive wheels on lift.
**127.** Setup for hay ride,break down.
**128.** Start plumbing on snowmaking tanks.
**129.** Blow off tennis courts.

2025 Proposed Water Department Budget

Budget Advisory Committee Recommendation

The attached 2025 Water Department Budget is being unanimously recommended.

After meeting with Steve Baert, the Roads and Water Lead for the Village District, it was fairly simple to assess each expense category against how funds are spent and what work is ongoing. Mr. Baert demonstrates commitment to the Water Department, recognizing the important role he plays and the criticality of water to the health of the community.

It should be noted that the 2025 proposed operational budget is forecast to be $6000 less than the 2024 approved operational budget. Forecasting expenses has been fine tuned due to expense reporting , management acumen, careful spending, and institutional and mechanical knowledge. Investments already made, such as the mini excavator, are already paying dividends. Early leak detection, made possible by monitoring the new and updated meters, has resulted in reduced water loss and consequent pumping expenses. Improved well maintenance has impacted well efficiencies. 2025's proposed budget will support continued modest enhancements and their related efficiencies.

As this is an operational budget, it does not support any major upgrades to the water infrastructure. The BAC has not been provided with a current balance sheet, so it isn't possible to advise on the planned projects' affordability, e.g. upgrades to the Liberty Lane pumping station. The Water and Roads Master Plan, an essential planning tool, has not been compiled. Since the water department has been set aside on its own, specifically to collect and expend monies received into investing in system upgrades and conducting operations, we owe it to the rate payers to make further progress on these long term commitments.

Denise Bujalski Denise Bujalski

Mark Canfield Mark Canfield

Bill Mitchell

Dave Spinney