

**Moeckel Pond Village District**  
In the Town of Windham, NH  
Budget Hearing and Commissioners Meeting: Feb 28, 2024  
Meeting Minutes

Location: Training Room at the Windham Fire Department

Moeckel Pond Village District Commissioners Present: Stephanie Young, Kevin Brown (by phone), Daniel Masse

Other Attendees: Norm Young (auditor), Neil Fallon (moderator), Dianna Fallon, Jim Murphy, Bruce Moeckel (treasurer)

Motion to open the budget hearing for general discussion. Motion seconded.

Meeting came to order at 7:05 pm

Handouts relating to last year's budget and spending and this year's anticipated spending were distributed. This handout is included in these minutes as Appendix A.

There followed a general review of the contents of Appendix A, including 2023 expenses and what is anticipated in 2024.

The current balances of the Village District operating account and Capital Reserve Fund were reviewed and confirmed by Bruce Moeckel, treasurer to be accurate to what is in Appendix A. Bruce confirmed that the Windham Trustees of the Trust Funds now hold our Capital Reserve Fund for us as required, and we do not have an exact balance for this including interest at this time, but the balance in Appendix A is accurate to the best of our knowledge. This may be a little higher due to interest earnings since last year. Bruce confirmed that the check for last year's fund raise to the Capital Reserve Fund has been issued to the Windham Trustees of the Trust Funds but that they have not yet deposited it.

There was a general discussion about interest earnings on our account balances.

There was a discussion of the individual budget line items.

Neil Fallon raised the discussion point to allow the Moeckel Pond Village District Maintenance Committee to expend funds appropriated for general maintenance of the Village District property. It was discussed and agreed that if there are funds in the budget for maintenance, and the budget is approved at the Annual Meeting, and the Commissioners approve the expenditure, then the Maintenance Committee is free to spend these funds as they see fit. There was discussion of limiting the Maintenance Committee to a specific dollar amount per instance of expenditure and it was agreed to set this at \$250 per instance of expenditure.

There was a motion to put this to a vote: Shall the Moeckel Pond Village District Maintenance Committee, as appointed by the Moeckel Pond Village District Board of Commissioners, have the power to, in each calendar year, expend the maintenance amount budgeted for and passed at the Annual Meeting? The amount for general maintenance of village district property will be budgeted under account 4319 – "Highways and Streets: Other" on official budget forms. This is the account that seems to match the best out of available accounts, since we will be doing periodic road maintenance to BayLeaf Road.

This motion was seconded.

The Board of Commissioners voted unanimously in favor:

Steff Young:    yes  
Dan Masse:     yes  
Kevin Brown:   yes

There was a discussion pertaining to the amount to be raised for the Capital Reserve Fund (“Marston-Finn Conservation Dam Capital Reserve Fund”) for this year and it was agreed to set this amount at \$1179 (to be voted on as a Warrant Article at the Annual Meeting) per the formula in Appendix A.

There was a general discussion related to the amount of money to raise and appropriate for general municipal operations. Following discussion about individual line items and anticipated expenses, it was agreed to raise and appropriate \$3856 for general municipal operations with the breakdown as follows:

\$1500 Insurance

\$400 State of NH dam registration

\$1921 General maintenance, including road maintenance, fence repair, landscaping, poison ivy control

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\$3821 total operating budget for 2024

Motion to put this to a vote of the Commissioners to accept the proposed operating budget and funding for the capital reserve fund as detailed above. Motion seconded. Commissioners voted:

Steff Young: yes

Dan Masse: yes

Kevin Brown: yes

Proposed budget passes and will be put on the Warrant for a general District vote.

The next topic was then taken up:

In 2023 there was a request for a memorial bench at the dam by a local family. This was discussed at the July 24, 2023 Commissioners Meeting and it was decided at that meeting to communicate to the requesting family that the Village District needs time to draft a memorial bench policy.

This policy was drafted by Village District resident Dianna Fallon and submitted to the Board of Commissioners at this meeting today. The policy is included as Appendix B in these minutes.

Motion to put this to a vote of the Commissioners to accept the Moeckel Pond Village District Policy and Procedure on Memorial Benches, Historic Markers, and Landscaping as proposed Motion seconded. Commissioners voted:

Steff Young: yes

Dan Masse: yes

Kevin Brown: yes

Motion to close the Budget Hearing and General Commissioners Meeting. Motion seconded.

Conclusion of the 2024 Budget Hearing and General Commissioners Meeting

Meeting adjourned approximately 8:10pm.

Submitted by:

Kim Masse

Moeckel Pond Village District Clerk

Moeckel Pond Village District

## Appendix A

### Notes and Information Distributed at the Budget Hearing and Commissioner’s Meeting

Moeckel Pond Village District  
 2024 Budget Hearing and Commissioners’ Meeting  
 Feb 28, 2024  
 General topics for discussion and notes

Discussion about 2023 spending

<b>2023 Total Spending</b>	
Legal	\$ -
Insurance	\$ 1,487.00
Other	\$ 625.00
Dam Fees	\$ 400.00
<b>Grand Total</b>	<b>\$ 2,512.00</b>

2023 Spending Notes:

- “Other” was poison ivy treatment

Account Balances

<b>Operating Account</b>		<b>Note</b>		
2022 Year End Balance	\$ 8,933			
2023 total spending	\$ (2,512)			
2023 total tax revenue	\$ 5,066	actual amount received from the Town		
Transfer to Capital Reserve Fund	\$ (1,144)	transfer pending		
Interest	\$ 19			
<b>Current balance ("2023 year end")</b>	<b>\$ 10,362</b>			

\*Note: Our Capital Reserve Fund is now held by the Windham Trustees of the Trust Funds, as is required.

<b>Capital Reserve Fund</b>			
2022 Year End Balance	\$ 8,754		
2023 Capital Reserve tax funding	\$ 1,144	transfer pending	
Interest	\$ 1	approximate	
<b>Current balance ("2023 year end")</b>	<b>\$ 9,899</b>	approximate	

## 2024 Anticipated Spending for Discussion

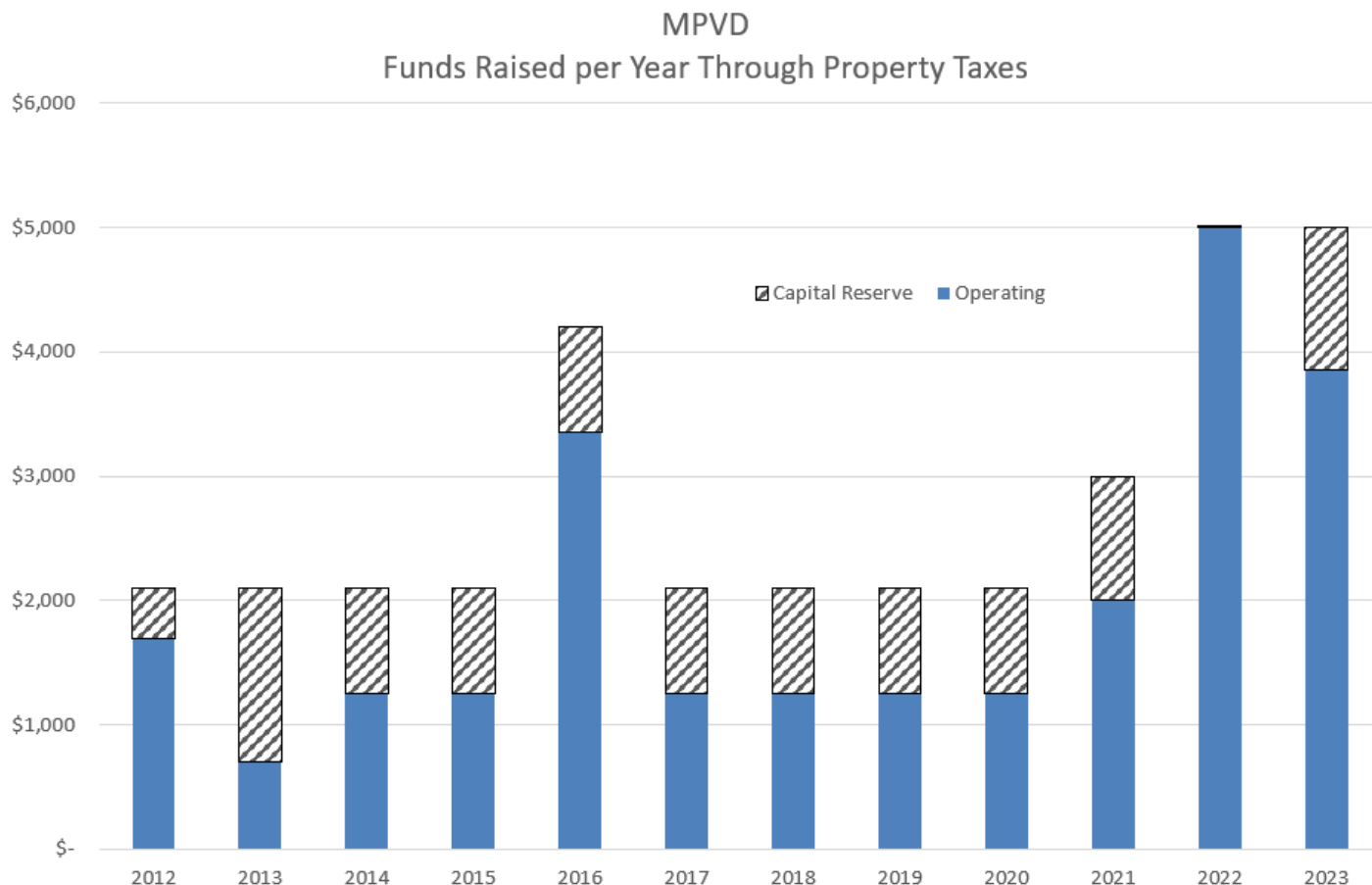
### 2024 Anticipated Spending

Insurance	\$1,500.00	anticipated normal yearly amount
Dam Fee to NH DES	\$400.00	anticipated normal yearly amount
Other (poison ivy, fence, road?)	\$0.00	Any anticipated? (discuss)
Legal	\$0.00	none anticipated
<b>Total Anticipated Spending - Operating</b>	<b>\$1,900.00</b>	

### Capital Reserve Fund – for discussion:

- At the 2021 budget hearing, we agreed to raise \$1000 for the Capital Reserve Fund for 2021.
- We also agreed (though not binding) that we should adjust the amount raised for the Capital Reserve Fund each year by the amount which the Consumer Price Index has increased since 2021.
- (In 2022, we only allocated \$1.00 to the Capital Reserve Fund due to the need to raise additional operating funds, as we discussed and agreed upon at that time)
- If we use the CPI to adjust \$1000 in Jan 2021 to Jan 2024, the amount we would raise is **\$1,179**
  - Source: [https://www.bls.gov/data/inflation\\_calculator.htm](https://www.bls.gov/data/inflation_calculator.htm)

## Annual Budget History



**Appendix B**  
**Moeckel Pond Village District**  
**Policy and Procedure:**  
**Memorial Benches, Historic Markers, Landscaping**  
**Feb 28, 2024**

**Recognizing that Moeckel Pond and Deer Leap are locations that have a long-standing history for residents of Windham and acknowledging the emotional connection that a natural space can have on a person or family, the Moeckel Pond Village District has developed a policy for placing non-dam related structures on MPVD property, i.e.: Bench, historic marker, plantings, etc.**

**Benches:**

- The bench request shall be in writing and submitted to the current chairman of the commission.
- The applicant shall present in the letter a significant relationship with Moeckel Pond, Deer Leap, or be a resident of the Moeckel Pond Village District.
- Due to limited space available along the trail leading to the spillway, a maximum of 3 benches will be allowed to preserve the solitude enjoyed by visitors to the area.
- Benches will all be uniform in design and from the same manufacture; to be purchased by MPVD.
- Bench fee will be determined at the time of request. The total cost will reflect the current bench price, delivery, installation, dedication plaque, and \$50 maintenance fee.
- Bench location along the trail will be determined by the MPVD.

**Historic Marker:**

- If a historic marker is necessary in the area along the brook, the sign will reflect the design style of the dam history signs unless the plaque is presented by a State or Federal agency.
- Signs will not be attached to the dam structure or impede dam maintenance or repair.

**Landscaping:**

- Plantings along the public trail shall be in keeping with the environment. Plantings close to the dam shall reflect the criteria laid out in NH DES Environmental Fact Sheet DB-13, 2020, Best Practices for Maintenance and Operation of Dams