

# 20230628 APPROVED Kingfield Utility Advisory Committee Meeting Notes

## Meeting Details

<b>Date</b>	6/28/2023	<b>Time</b>	5:05 PM - 6:18 PM
<b>Reference / Resources</b>	Meetings to be held at Webster Hall, 38 School Street.		

## Attendance

Name	Present	Absent	Name	Present	Absent
Bobby Brown	X		Suzanne Dunham	X	
Peter Manning	X		Niki Woodhouse	X (notes)	
Dan Davis	X				

## Agenda / Discussion Items

Topics
<p>Bobby called the meeting to order at 5:05 PM.</p> <p><u>Previous Meeting(s) Notes</u> 5/17 notes and 5/31 notes were reviewed. Peter motioned to accept both, Suzanne 2nd, all in favor.</p> <p><u>UMaine Capstone</u></p> <p>Wet Rocks reports have been located, they were discovered at the town office. The package contains one printed presentation and one USB drive. Niki uploaded the contents to the UAC Gmail account.</p> <p><u>Budget and Expense Report</u></p> <p>Leanna and Travis Target attended. Leanna provided us printed spreadsheets and supporting documents to walk us through how they budget every year. Travis answered several questions.</p> <p>There were some questions related to specific line items, specifically a \$25,000 loss/drop from the previous fiscal year. Leanna has documentation and will send the details about it.</p> <p>There was discussion about how unpaid charges are handled. Usually liens are placed, but not as thorough or consistent every quarter as Leanna would like to be. On average, about \$10k is unpaid each year. Most of it is recovered within 3 years.</p> <p>The group requested digital copies of the data, including the FY 22/23 actuals as soon as they are all in. Leanna will work to get that for us, likely within two weeks.</p> <p><u>General</u></p> <p>The next meeting is tentatively scheduled for July 19th at 5 pm.</p> <p>Peter motioned to end the meeting, Dan 2nd, all in favor. The meeting ended at 6:18 PM.</p>

## Next Meeting

<b>Next Meeting Date:</b>	July 19, 2023
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