

## Budget Committee Minutes October 14, 2014

Present: R. Barnes, K. Bobbitt, B. Cummings, J. Hanson, S. Heinrich, S. Jacoby, C. Mower, C. Lang, C. Skarda and School Board liaison C. Guagliumi

Excused: L. Mooney and V. Pellegrino

Also Present: School District Clerk P. Heinrich and Business Administrator M. Shevenell.

S. Heinrich called the meeting to order at 7 PM and led those present in the Pledge of Allegiance.

### **Filling the Vacant Seat**

S. Heinrich announced that one of the candidates for the open seat, Marc Gomes-Casseres, was unable to attend the meeting and had sent a letter that he was still interested in being considered for the seat.

The other candidate, David Illg, was present to speak to the Committee. Mr. Illg gave a brief statement and answered questions from Committee members.

S. Heinrich called for nominations to fill the seat. C. Lang nominated David Illg to fill the open seat. B. Cummings nominated Mark Gomes-Casseres. After a discussion about the qualifications of each candidate, a roll call vote was held.

	Gomes-Casseres	Illg
Barnes	X	
Bobbitt		X
Cummings	X	
Hanson		X
Heinrich		X
Jacoby	X	
Lang		X
Mower		X
Skarda	X	
School Board Liaison: Guagliumi		X
Totals	4	6

S. Heinrich announced that Mr. Illg had been elected to the Committee. The School District Clerk swore in David Illg and he took a seat at the table.

After a round of introductions, the meeting continued.

### **FY 13-14 End of Year Review**

M. Shevenell presented the Committee with an overview of the FY 13-14 budget results. He explained the District had an appropriation surplus of \$2,394,484.77 and a revenue surplus of \$2,449,263.38 that resulted in a total surplus of \$4,843,748.15 that would be returned to the town to reduce the District's portion of taxes. He said a large portion of the revenue surplus was the Health Insurance Trust Refund and stated the District would get getting another refund this year. He reviewed the main areas of the appropriation budget where the District was able to save money or expenditures had been less than expected. He said that one area where there was a significant surplus was Maintenance because the School Board decided not to do the High School roofing project for which the Budget Committee had added funds to the budget. He indicated that the Equipment and Supply budget areas were almost totally expended and in two budget areas, Software and Meetings, the District spent more than expected.

Discussion included the following:

- The District got a detailed document to explain the calculations used to determine the amount of the Health Insurance refund.
- It will cost \$50,000 - \$60,000 more to do the High School roofing project, which will likely be in the proposed FY 15-16 budget.
- The District was able to re-finance some of its bonded debt at the suggestion of the bond bank and at no extra cost to the District.
- By warrant article, the District could establish a capital trust fund to cover future health insurance cost increases.

M. Shevenell presented the updated Capital Improvement Plan (C.I.P.) to the Committee. He indicated that items from the C.I.P. that will likely be part of the upcoming budget proposal or proposed as a warrant article include upgrading District-wide technology, upgrading the HVAC system at the high school, and a new SAU office building.

Discussion included the following:

- If the asbestos removal projects are funded as currently proposed, all of the known asbestos would be removed from the schools by 2017.
- The type of turf and its health affects need to be researched when funding for a new field at the high school is proposed.
- The School Board has split the track and field project into two projects because replacing the track has become a priority.
- There will be roofing projects in the budget for the next several years. However, there are no funds in the Roofing Capital Reserve Fund to offset the costs.

**Approval of Prior Minutes**

B. Cummings made a MOTION to approve the minutes of June 17, 2014. Second: R. Barnes. MOTION PASSED: 8 – 0 – 3. (K. Bobbit, C. Lang, and D. Illg abstaining)

B. Cummings made a MOTION to approve the minutes of September 9, 2014. Second: K. Bobbitt. MOTION PASSED: 8 – 0 – 3. (C. Lang, C. Mower and D. Illg abstaining.)

**Upcoming Budget Process**

S Heinrich told the Committee that Superintendent Chiafery had contacted him to set up a meeting with School Board Chair Ortega and her to discuss the calendar and process for the upcoming budget proposal. He also said that during Committee meetings to review the last budget process, two issues had emerged: written questions and more time. He asked for Committee comment.

**Written Questions:**

- Only a few members submitted written questions last year.
- Members can attend or watch School Board meetings.
- Members want the ability to interact with Department Heads and ask follow up questions.
- Members can still submit written questions to S. Heinrich for discussion during the School Board budget presentations.
- Submission of questions will not eliminate the liaison meetings with the Department Heads or their budget presentations to the Budget Committee.

**More Time:**

- Members felt that having two nights for budget presentations and having warrant article presentations on the night of the budget work session was a good idea.
- Liaison team meetings with Department Heads can be held in early January.
- School Board would have to complete their work by mid-January.

S. Heinrich asked members to email him with their choice of a Budget book with a CD or only a CD by November 15<sup>th</sup>. He indicated the materials would be available at the Superintendent's office on December 2<sup>nd</sup> for pick up during regular business hours

S. Heinrich explained the liaison process and asked members to fill out and return their liaison request work sheet. He said he would email members with their liaison assignments in December.

**Committee Training**

S. Heinrich told the Committee that the Town is no longer a member of the NH Municipal Association. As a result, Committee members, who had wanted to attend the NHMA Budget Training, were not allowed to attend. He said that the state Department of Revenue Administration no longer has staff available to do local trainings either. S. Heinrich suggested that he and M. Shevenell could do an "in-house" training in December. The training would be posted, but would be a voluntary work session and not a meeting at which minutes were taken.

By consensus, members agreed to this suggestion.

**Public Participation:**

There was no public participation.

**Other:**

The next regular meeting of the Committee will be in January, on a date to be announced after the School Board budget calendar is finalized.

C. Lang made a MOTION to adjourn. Second: C. Guagliumi. MOTION PASSED unanimously.

S. Heinrich adjourned the meeting at 9 PM.

Respectfully submitted,

Pat Heinrich