

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL DISTRICT

BUDGET & PROPERTY

August 16, 2016

SAU Office

7:00 PM

MINUTES

Committee Members: Dick Dunning - Chair, Stephan Morrissey, Janine Lesser, Tom Kelly, David Martz

Also attending: Myron Steere, Tim Grossi, Kimberly Saunders, Marian Alese, John Jordan, Celeste Luna – Antrim Rec. Dept.

1. Dick Dunning called the meeting to order at: 7:00 PM

2. Approval of June 30, 2016 Minutes:

Motion to accept Minutes made by Stephan Morrissey, seconded by Janine Lesser. Minutes accepted as written.

3. Trust Account Update:

Marian met with our attorneys; the Danielson Trustees wrote to the Attorney General (AG), who said we should have put our requested amount in our MS-22. This stopped the Trustees from moving forward, but they don't think the AG is correct. The question is does our attorney now meet with the AG to discuss this further? If successful, the Trustees will call a special meeting to disperse the funds. Do we want our attorney to meet with the AG? We still have money to be returned. Marian will have a conversation with the auditors. She would like to have the meeting. What happens if there is no meeting? The money sits there. When we want to then spend the money, we would have to put in in the MS-22. In the past, we've always had a hearing to approve the funds. We don't have to go to the Board for the meeting to be suggested. Marian will contact our Legal Counsel. MS-22 contains the budget and other money articles. Marian is not sure how we'd identify this.

All members in favor of Marian contacting our legal counsel to set up a meeting with the AG. David asked how much this will cost. Marian does not know. Dave thought this was the fault of the Trustees, but Dick thinks it is the AG's interpretation of the wording. It was asked if we should drop a line to the AG regarding our concerns.

4. Summer Project: Tim's staff did a great job renovating the SAU offices. Thanks to the company who donated the furniture. The CVHS Track is about 99% done. They have relocated the shotput and discus area. Sidewalks in Temple are done. Driveway into the SAU is just about done. GBS granite curbing and parking lot fixes completed. New AC

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air handling unit at the high school. New LED lighting at the small schools. Exterior post lighting at the CVHS fields; security project is 75% done. Tim will meet with a tree service company to see what we can get for the Pine trees in front of CVHS, as EverSource wants to cut the trees. He doesn't want to stump it, but we could grind the stumps. It's been a busy summer and the guys did a great job.

By upgrading the track it was striped to also host middle school track events. Mark Swasey will request to host a State Track event. The Track coach wants to extend invitations to other districts. This would be a great boost to the economy. Myron suggested this be shared with the Communication committee. The track will require maintenance every six to eight years.

Janine asked about the concern of cleats. We have ordered runoff mats to protect the track. Tim has a protocol to get equipment on and off the track. All teams have 2 gates to get teams across. Double gates are now locked (except for an emergency). Mark has talked to the coaches regarding no cleats on the track. We are not allowing bikes and trikes on the track.

5. Peterborough Solar Project: Rodney was willing to come and speak to this committee, but Dick suggested he wait, and possibly present to the full Board. The laws have changed regarding the use of solar energy and how much can be saved. Rochester School District has done this and will continue to move forward. There is zero capital outlay. There are better deals for commercial facilities than private homes.

Myron asked if our elementary schools are open to the sun. Frankestown is probably the most shaded of all the schools. Stephan has no problem with Rodney coming in to speak to the Board. Greg Blake is a local gent with a lot of information. If it's OK, Dick will have someone come in to speak. Myron suggest to first make sure it's feasible, then present to the Board. Tim can speak with Rodney to see what the framework is and get an idea of the cost and the savings. Dick will speak with Rodney and put this topic on the next B&P agenda.

6. **17-18 Budget Assumptions:** Marian reviewed the attached document Somethings we know right now, financially. Year 2 of the CVES agreement; expect an increase of about \$650,000 or slightly less. Primex calls for 10% increase. Also there's a transportation increase; a bond interest reduction; health insurance, which we won't

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know until October, but the amount is based on a less expensive plan; NHRS rate change expected to increase (available in September).

Other considerations: for 2017-2018 : 12% CVEA, 12% non-CVEA; possible wage increase for non-CVEA support staff; last year of building aid, we will know better once the building project starts; CVHS Bond;

Not a lot to say now but in next 30 – 45 days Marian will know more. Adequacy and health insurance are the big pieces. Dick would like to propose a good faith flat reduction in the budget process. He would rather build from “here’s what you have, now build your budget”. Myron wondered with the lower enrollment at the HS, if we should look at them more closely.

Tom likes the idea of telling them what we expect and give them a cap. Then it’s up to the administrators. It’s not our job to tell them how to spend their money.

Marian indicated that the amount of change does not dictate the amount of change in the District assessment. The hope is that by mid-November, we’ll have a better idea of what we can commit to the unreserved fund balance. Stephan thinks we need to start with the assumption of a flat budget. We can’t push a bond and a loaded budget.

Myron indicated that a flat budget does not mean that we won’t have increases. Something will have to give. Dick wants to say that we’ll need to make specific cuts and then build the budget from there.

Marian reminded the committee that we’d be looking at a decrease in revenue and we will not be able to keep the assessment flat...it’s not going to happen. Kimberly noted that we will have a better/clearer plan once we know what our numbers are. We work with the schools, telling them what their support is and letting them make the decisions.

Myron again suggested taking a closer look at the high school, as well as a reduction in the kindergarten classes, but the biggest enrollment drop is in the high school. Tom feels that this is the role of administration. They know the numbers. He does not want us going through line items.

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Kimberly indicated that when we make the cuts, we don't do so lightly. It is hard once the decision is made to then have to shuffle the decisions because of a few complaints to the Board.

Marian said if the expectation is to budget for the loss of revenue, this is a very big deal! This could be up to a \$1,000,000. The last time NHRS had an increase it cost us over \$600,000.

Myron would not try to compensate for the loss, but feels we need to take some action to get the numbers down. Where will the money come from to keep the budget flat?

Dick wants to come back with parameters for the budget prep process.

Stephan asked about bringing in more Pre-K to bring in more revenue? Tom thinks the Communication Committee needs to work on this issue/goal. Just because we have a reduction in students, it does not mean we have lower costs.

Marian indicated we have had to contract out on some positions. Dave asked what the difference is for those positions. Marian did not know but indicated that there is as much as a \$20K gap between us and other surrounding districts. These are also hard to fill positions.

Marian believes that by the next meeting she'll have a better idea on staffing numbers, not long after the first payroll (for CVEA piece).

Dick asked if there were additional items to bring forward. Tim Grossi suggested the Antrim gym floor.

Celeste Lunetta: we have a standing agreement with the District, every other year for service/repairs. The contractor that the town of Antrim uses said they could not reseal the floor, as it has been peeling all year. The floor has stabilized. The quote she got from the company \$12,000 for a full sand down. They hope to do this in November during vacation. Myron asked if there is an intent to share in a different way. She will get several more quotes. She would also like to paint the keys under the hoops. There are a lot of things to look at as to what is causing the peel.

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Tim went up today and got samples, but believes that the problem is with the surface/lamination that the contractor peeled up/ put down. Is the contractor responsible, or it is because of the last urethane that we put down?

Marian asked if we did it last year. Yes, we did. This is Antrim's turn, but if the cost is significant, they want us to share the cost. Myron asked if the problem is with the floor, and not the finishing? There was a moisture issue several years ago, which was apparent. The pins in the sub floor were loosened.

The floor did fail and cannot be fixed without being pulled up. Stephan suggested a standardization of the process, so that there is no mixing of processes.

This is an FYI from Celeste. Dick indicated that an FYI that requires funding is a big FYI! Is this a town or school district issue? Where does the responsibility lie? The floor was replaced/built in 2003. It has been resealed every year but for three. We don't do our elementary floors every year. This would be in November so it would be in capital. Dick wants to get the answer on the cause of this problem.

Motion to adjourn made by Stephan Morrissey at 8:04 PM, seconded by Janine Lesser. Meeting adjourned at 8:05 PM.

Respectfully submitted,

Carol Hills