

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

CONTOOCOOK VALLEY SCHOOL DISTRICT

BUDGET & PROPERTY

August 13, 2015

**SAU Office
6:30 PM**

AGENDA

Committee Members:

Myron Steere, Chair
Janine Lesser
Pierce Rigrod
Dave Martz
Richard Dunning

1. Call to Order

2. Approval of Minutes – June 30, 2015

3. Policy Discussion

**DGA Authorized Signatures
DK Payment Procedures
DJ Purchasing
EFDA Food Service Meal Charging
KG Community Use of School Facilities**

4. Capital Plan Draft 2015-2021

5. 2015-2016 Goals for Strategic Plan

6. Other

10. Non-Public Session: RSA 91-A:3,II (If Needed)

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Peterborough, New Hampshire**

CONTOOCCOOK VALLEY SCHOOL DISTRICT

BUDGET & PROPERTY

June 30, 2015

**SAU Office
6:30 PM**

MINUTES

Committee Members:

Myron Steere, Chair
Janine Lesser
Pierce Rigrod
Dave Martz
Tom Ferenc
Richard Dunning

Present: Myron Steere, Janine Lesser, Pierce Rigrod, David Martz (6:50), Marian Alese, Tim Grossi

1. Call to Order

Myron Steere called the meeting to order at 6:35 p.m.

2. Approval of Minutes – June 4, 2015

Janine Lesser moved to accept the minutes of June 4, 2015 as read. Pierce Rigrod second. Unanimous.

3. 2015-2016 Goals

Pierce Rigrod reported that discussion has taken place on budget prioritization. Supporting narrative is important. Supporting budget items in the long range capital plan. Goals are still in process.

Marian Alese said that there will also be a teacher's contract requirement.

Myron Steere said that it was his understanding that Budget & Property would develop a long range Capital Plan (5 years). The Capital Improvement Plan would be under the Strategic Plan.

Pierce Rigrod thought that the prioritization list is important. Pierce also spoke about scheduling public meetings in each of the towns to discuss the school district budget by November.

4. Capital Plan Draft 2015-2021

Marian Alese reported that some items are in process. The Capital Plan assumes 100% operation of existing buildings. Things that need discussion are the "new" community schools, which will soon be 20 years old. Siding is cracking as an example. A comprehensive facilities needs assessment was conducted several years ago projecting out for years. Kitchen upgrades in both middle schools are in the plan. Science labs and the CVHS parking lot are not included in the plan.

Security systems are not in the plan; first steps vs. a more comprehensive plan needs discussion. Buzzers are in the plan and other small security items are in the plan.

The Capital Improvement Plan for CVHS was reviewed. Roofing and security are the big items. The Board will need to make decisions on how they would like to schedule items. Will a bond be pursued?

In 16/17 and 17/18 we are scheduled to receive a half million dollars each year in building aid. We have not reassigned the work proposed. One million dollars spent results in approximately \$500,000 in aid. Discussion took place on what qualifies for building aid.

Discussion took place about putting leftover funds in reserve accounts.

Marian Alese said that if we are going to focus on security, paging, phone systems, efficiencies, roofing, HVAC, mechanical, lighting, and ADA, tech infrastructure, it is in the plans.

Ms. Alese further said that we need to find eligible items up to \$1.5M in the next year and a half or ask the State if we can push it out.

Building Aid, reserve balance, and capital reserve funds are considerations for planning.

Prioritizing items comes first, funding discussions come second.

We cannot spend operating funds on the high school track.

If we level fund, then we prioritize. We want to get as much building aid eligible work in first. It still leaves the capital reserve account.

The starting point is with what is most important to accomplish.

Pierce Rigrod suggested looking hard at the larger number items.

Myron Steere said that aid eligible needs consideration.

Marian Alese said that Tim Grossi is most qualified to determine what the priorities are. She and he will get together to discuss.

Marian reiterated that the fields and parking lots are not in the building aid plan.

Pierce Rigrod said that he wants to know the rationale beyond cost and lack of a high school plan, why it wouldn't be included in the plan.

Myron Steere said that this will be reviewed in more detail in August. More detail will be needed.

5. Daniels Fund

Track

Marian Alese reported that quotes for the high school track have not yet been received.

Tim Grossi reported that he and Mark Swasey have toured other schools and looked at tracks built by the two prospective vendors. There is a urethane coating that goes over the base. Based on many factors, the urethane coating should be redone every 6-8 years. Our deficiencies have become more obvious after touring. Both vendors are extremely busy. They use similar processes. Mr. Grossi said that we are looking at work to be done in the fall.

Pierce Rigrod asked if a warranty exists and if so, how long.

Tim Grossi said that there is a craftsmanship warranty provided that we properly maintain the work.

Pierce Rigrod further asked that we hold the vendor to their specs to avoid issues later.

6. PES Preschool Playground Proposal

PES is our third physical location for a preschool. There is a need for an appropriate sized playground. No district funding will be used other than that required to prep the area for the playground.

Pierce Rigrod moved to proceed with the playground area. Second. Unanimous.

7. Tractor Discussion

Two quotes; \$47,000 was the number discussed. Two quotes were shared from Pinnacle View Equipment and Chappell Tractor. Tim Grossi shared the reasoning in pursuing a Kubota piece of equipment. This piece of equipment meets the needs and responsibilities the district has for the uses designed.

Pierce Rigrod moved to purchase the tractor. Janine Lesser second. Unanimous.

8. 2015-2016 Payment Schedule

Marian Alese said that the conversation at Selectmen's Advisory Committee (SAC) reflected that the Articles of Agreement be clarified to be more specific.

If a town gets more money in adequacy aid, we can adjust the payment schedule. For example, Peterborough received \$5K more in adequacy aid. They adjusted their payment schedule. If a town gets less, it will be adjusted in the subsequent year.

Pierce Rigrod moved to accept the SAC recommendation not to make a change and to use the current schedule using the most recent certified numbers by the state. SAC voted not to make a change to the payment schedule at their last meeting.

Janine Lesser second. David Martz opposed. All else in favor. Motion carried.

9. Other

Marian Alese reported encumbering \$20K for replacement furniture in the SAU Board Room.

Pierce Rigrod moved to encumber and spend up to \$20k for new furniture in the board room. Janine Lesser second. Unanimous.

Marian was asked if additional funds could be encumbered. She said that she would check with the auditors.

Marian said that funds were brought over to do HVAC work at the SAU last year. It is still an open item. Money has been encumbered for two years.

Budget & Property will meet next on August 11th at 6:30 p.m.

Pierce Rigrod spoke about an article in the Monadnock Ledger about biomass. There are more incentives to install small commercial biomass systems. Pierce asked if it would be useful to survey other districts or town offices about biomass systems in use.

Tim Grossi shared his experience several years ago when he toured several facilities with a board member. They are not a boiler. There are a lot of moving mechanical parts in this equipment. The systems are not as reliable. He would have to leave the boilers in place. If he moves to another system, he wants to move and not maintain two systems.

Pierce reported that he is only hearing positive things about them.

Discussion ensued. Technology is always changing.

Pierce said that there is saving potential. He added that it was worth revisiting.

Pierce Rigrod asked for an email inquiry to other school districts about costs etc.

Tim Grossi confirmed he would look into.

10. Non-Public Session: RSA 91-A:3,II (If Needed)

None.

David Martz motioned to adjourn at 8:30 p.m. Janine Lesser second. Unanimous.

Respectfully submitted,

Brenda Marschok

Category: R

AUTHORIZED SIGNATURES/CHECK-WRITING SERVICES/DIRECT DEPOSIT**Checks**

Checks drawn on the general fund or any special fund (with the exception of the activity fund) will require the signature of the School District Treasurer, who is authorized to sign only after certification of manifests by the Business Administrator, as per authorization given by policy DJ (Purchasing). Checks drawn on an activity fund will require the signature of the building principal or the Building Administrator.

All checks used by the school district will be pre-numbered.

Direct Deposit

Vendors may elect to have payments electronically transferred to their bank accounts.

Vendors must agree to complete the Vendor Direct Deposit Authorization Form and send it directly to the ConVal School District Finance Office

The direct deposit will be processed to only one (1) account as identified on the Vendor Direct Deposit Authorization Form. Once enrolled for direct deposit, all future payments to the vendor will be through ACH.

If a vendor/business closes its account with one financial institution and opens an account with another financial institution, it must notify the ConVal Finance Office immediately, and submit a new Vendor Direct Deposit Authorization Form.

Such payments will not be made until authorized by the Business Administrator, as per policy DJ (Purchasing).

Category: R

PAYMENT PROCEDURES

In keeping with the District's desire for efficient fiscal management, the following procedure for payment of its liabilities is in effect:

All manifests, supported by original invoices, must be certified by the Business Administrator.

Manifests must be approved by the majority of the School Board at the next Board meeting immediately following certification by the Business Administrator.

The District's Treasurer will sign all checks that will be mailed from the central office.

Electronic payments to vendors made be made according to the procedure outlined in policy DGA (Authorized Signatures).

Legal References:

RSA 197:23-a, Treasurer's Duties

1st Read: May 5, 2015
and Read: May 10, 2015

Category: R

PURCHASING

The function of purchasing is to serve the educational program by providing the necessary supplies, equipment, and services.

The acquisition of supplies, equipment, and services will be centralized in the business office, which functions under the supervision of the Superintendent, and through whose office all purchasing transactions are conducted.

While the School Board assigns the Superintendent the responsibility for the quality and quantity of purchases made, the Business Administrator shall be responsible for all phases of purchasing in accordance with school board policy; for requisitions, current order purchasing, writing of specifications for bids, deliveries, storages, and other tasks related to the purchases, acceptance and distribution of supplies

The prime guidelines governing this responsibility are that all purchases fall within the framework of budgetary limitations and that they be consistent with the approved educational goals and programs of the District.

Adopted: April 2, 1991

Amended: September 18, 2012

*Category: O***OVERDUE ACCOUNTS**

Prior to the start of each school year, parents/guardians shall be advised of meal prices and payment options, as well as information on participation in the Free and Reduced Lunch Program. In order to participate in the school food service program, a signed statement must be returned to the Food Service Director indicating the person(s) responsible for payment. Accounts due may not exceed \$50.00 for either staff or students. Any account in excess of \$50.00 unpaid for more than 30 days will be considered overdue and responsible persons who have not contacted the Food Service Director with genuine difficulties or acceptable explanation will receive a Notice of Overdue Account. If no payment is received or contact made with the District within 14 days of this letter, the Food Service Director or Assistant Director will contact the responsible party and seek agreement and resolution. If such agreement or resolution is not possible, or should an agreement previously reached not be honored, the account shall be referred to the Superintendent or designee who may pursue such remedy as he deems appropriate including, but not limited to legal action referral to an outside collection agency. In no case will action be taken against a student because of an overdue account.

1st Read: September 7, 2010
2nd Read: February 3, 2011
Adopted: February 3, 2011

COMMUNITY USE OF SCHOOL FACILITIES

When not in use for school purposes, school buildings and grounds, or portions thereof, may be used for adult education, discussion, civic, social, recreational, or entertainment purposes; and other such purposes that promote the welfare of the community, including use as registration and polling places for voters.

No person, group, or organization has any vested right to use school property, but the right to use the property for any lawful purpose is subject to approval by the School Board.

Accordingly, the Board will establish detailed regulations, including rental fees, pertaining to the public use of school facilities.

Religious Organizations

All groups who use school facilities for religious purposes must pay a fee, which shall be the same for all religious denominations.

Distribution of materials is subject to ConVal School District policy KDCB, Use of Students in a Non-School Public Information Program.

Should religious organizations wish to use school facilities for other than religious services events, separate applications should be filed and said applications will be considered in the same manner as any other civic or recreational request.

Community Use of School Facilities

1. The use of school buildings, grounds and fields, equipment, and facilities will be authorized by the Superintendent or his/her designee in conformity with the following regulations governing their use as approved by the Board.
2. Although requests will be accepted 20 calendar days in advance, individuals are encouraged to make requests for facility usage at least 60 days in advance, especially when fees are required. Emergency requests for use will be considered on an individual basis.
3. The use of school facilities for school purposes, school-sponsored activities/events, alumni associations, parent-teacher associations, and other organizations affiliated with the schools have precedence over all others. Requests for school facilities for school programs must be cleared with the building principal or his/her designee, or both, should the nature of the request so justify.
4. School-related groups, as indicated in #3 above will be permitted reasonable use of school facilities, including state educational professional associations.
5. All activities must be under competent adult supervision approved by the building administrator or his/her designee of the building involved. In all cases, an assigned school employee will be present. The group using the facilities will be responsible for any damage to the building or equipment.
6. Groups receiving permission are restricted to the dates and hours approved, and to the building area and facilities specified, unless requested changes are approved by the building administrator or his/her designee.
7. Groups receiving permission are responsible for the observance of county and state fire and safety regulations at all times. RSA 153:5 and Administrative Rules SAF-C 6000 requires that trained crowd

managers be on duty during any public assembly event. Organizers of any activity are required to certify the names of trained Crowd Control Managers that will be present at the event(s).

(A Basic Fire Safety & Crowd Managers Training Program can be found on the ConVal School District website under Emergency Plans (<http://www.Conval.edu>).)

8. The use of alcoholic beverages, profane language, gambling in any form, or any other activity restricted in district policies and handbooks is not permitted on school premises. Smoking within the building or on school grounds is not permitted.

9. The School Board will cooperate with recognized agencies, such as the Red Cross and the Civil Defense, and will make suitable facilities available without charge during community emergency or to prepare for civil defense.

10. Liability insurance will be required for all non-school related groups given permission to use school facilities. Organizers of any activity not under the direct supervision of a school employee must provide a certificate of insurance endorsed to name the district as an additional insured.

11. The Board will approve and periodically review a fee schedule for use of facilities.

12. In situations where there is no cost to the district, or the renter is a ConVal youth organization, or in any situations where a mutual exchange of facilities is possible between the school district and the organization, or when the district requests a change in location, rates may be waived or modified by the Superintendent or his/her designee. In situations where extended usage for a long period of time is required, rates may be set at a contract price.

13. The Superintendent or his/her designee and/or the School Board reserve the right to cancel any permission granted.

Statutory Reference

RSA 153:5, NH State Board of Fire Control Rules

Legal Reference

Administrative Rules SAF-C 6000, NH State Fire Code

See Also: Basic Fire Safety & Crowd Managers Training Program

COMMUNITY USE OF SCHOOL FACILITIES PROCEDURES

Regulations & Fee Schedules Governing Rental and Use of School Facilities

KG-R

Fee Categories

The principal shall make the final determination of category placement of Groups B & C for fee setting purposes and shall determine the cost for the use of the facility. Appeals may be made to the ConVal School Board by letter through the office of the Superintendent.

The following organizations and/or groups shall not be charged a fee to use the school facilities in ConVal:

1. ConVal School District affiliated organizations (e.g. Booster Club, PTO's, etc.), and ConVal non-profit, service-based community organizations.
2. Departments/branches of the ConVal municipal government (e.g. Recreation Commission, Police Department, Fire Department, etc.). Established youth organizations serving the youth of ConVal with 50% or more youth from ConVal. Community groups, such as cultural, recreational, fraternal, patriotic, service and duly established charitable.

The following categories shall be assessed a fee to use school facilities in ConVal according to the regulations governing fees below and the attached fee schedule:

- A. Established youth organizations with less than 50% youth from ConVal. Community groups, such as cultural, recreational, fraternal, patriotic, service and duly established charitable organizations [when these organizations charge admission to events or are engaged in activities that generate profits].
- B. Private promoters receiving a percentage of the profit and sponsored by groups identified in Categories 1 and 2, or State Conferences for Education Professional Associations.
- C. All other groups not mentioned in categories A-B, including but not limited to, religious organizations, political organizations, or private promoters for their own exclusive profit.

Regulations Governing Fees

1. Category A, B, & C: fees are outlined in the following fee schedule.
2. A 50% booking fee is required for all Category A, B, & C events to guarantee reservation. If canceled prior to 60 days before the event, all monies will be refunded. If canceled 30-60 days prior to the event, 50% of the deposit will be retained. Cancellation 30 days or less prior to the event will result in loss of the deposit.
3. Category A, B, & C fees must be paid in full five (5) days in advance of the event, unless prior arrangements have been made with the Business Administrator or designee.
4. Category B & C, when there are two events held – one in the afternoon and one in the evening – a separate fee will be charged for each event.
5. The number of personnel and personnel fees to be assigned to each event is determined by the principal.

6. Custodians and other required personnel may be hired above and beyond the regular custodial staff for banquets and other functions as deemed necessary by the building principal.
7. Utility charges are applicable only on weekends, holidays, or other times when school is not in session.

Regulations Governing Use of Facilities

1. All applications must be made in writing to the office of the building principal (see attached application).
2. The user shall provide any necessary police and fire protection as per town ordinances, or as required by the building principal.
3. Only such facilities as have been recorded on the application shall be made available to the user.
4. The cafeteria, gymnasium, auditorium, or other school room shall not be made available to the user on school days for any preparation before 4:30 p.m. without the consent of the building principal.
5. Arrangements must be made in advance with the office of the building principal if preparations are to be made earlier than the day of the event.
6. Anyone considering the possibility of renting the cafeteria, gymnasium, auditorium, or other room, and who wishes to enter the building to take measurements or survey other arrangements, shall obtain permission from the building principal.
7. Decorations must be of fireproof nature as required by law. No decorations shall be attached to the walls, ceiling or stage draperies in any manner whatsoever, except by special permission of the head custodian.
8. THERE SHALL BE NO SMOKING OR USE OF INTOXICATING BEVERAGES OR ILLEGAL SUBSTANCES OF ANY KIND IN THE BUILDING OR ON SCHOOL GROUNDS.
9. There shall be no refreshments sold or consumed on the premises except in the areas designated by the building principal.
10. In the auditorium, there shall be no changes in lighting, sound, or stage equipment arrangements, unless permission has been granted by the Technical Crew Director. The technical crew shall supervise the set up and use of the sound booth, lighting, and all sound and stage equipment.
11. During a school day, facilities may not be used until 4:30 p.m. People or organizations renting the facilities shall clear their equipment at the end of the function. Exceptions may be granted by the building principal.
12. The applicant and the organization shall be held responsible for the proper use of the facility, for the conduct of the persons attending, and shall see to it that the activities are confined to the areas requested and hours agreed on the application. In the event that property loss or damage is incurred during such use or occupancy of district facilities, the amount of damage shall be decided by the Superintendent of Schools, or his/her designee, and a bill for damages will be presented to the group using or occupying the facilities during

the time loss or damage was sustained. Additional custodial charges may be incurred if a custodian is assigned to supervise the clearing away on the following day.

13. District cafeteria help are only on duty to supervise the kitchen.

14. All non-school related users must submit a CERTIFICATE OF INSURANCE LIABILITY naming the district as additionally insured.

15. All applicants for use of the ConVal school facilities shall hold the ConVal School District free and without harm from any loss or damage liability or expense that may arise during or be caused in any way by such use of occupancy of these facilities.

16. Applications for seasonal or long-term use, (e.g. basketball leagues, scouting, after school programming) should be submitted by the opening week of school. Decisions regarding use will be made soon after the opening of the school year. The Fee Categories will serve as the priority order for facility usage. Individual requests will be handled on a first-come, first-serve basis according to the Fee Categories and availability after seasonal/long-term applications are addressed.

17. Any requests for waivers of fees must be addressed to the Superintendent or his/her designee.

CONVAL SCHOOL DISTRICT

FEE SCHEDULE FOR CONVAL HIGH SCHOOL - ALL CATEGORIES

<u>Facility</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>Utility Fee</u>
Auditorium, Includes Rehearsal Room	\$25 hr	\$300	\$600	\$15 per hour**
Gymnasium, Includes Locker Rooms	\$25 hr	\$300	\$600	\$15 per hour**
Rehearsals or Rehearsal Room*	\$25 hr	\$ 50	\$100	
Cafeteria	\$25 hr	\$100	\$200	
Kitchen	\$25 hr	\$100	\$200	\$15 per hour**
Library	\$25 hr	\$100	\$200	
Classroom	\$25 hr	\$ 50	\$100	
Boys Locker Room*	\$25 hr	\$ 75	\$ 75	
Girls Locker Room*	\$25 hr	\$ 75	\$ 75	

*When rented separately/not in conjunction with the Gym or Auditorium

**Utility charges are applicable on weekends, holidays, or other times when school is not in session. See #7 under Regulations Governing Fees in procedures.

<u>Fields</u>	<u>A</u>	<u>B</u>	<u>C</u>
Track/Soccer Field	\$15 hr	\$300	\$600
Front Soccer Field	\$15 hr	\$300	\$600
Softball Field and Baseball Field	\$15 hr	\$300	\$600

FEE SCHEDULE FOR GREAT BROOK AND SOUTH MEADOW MIDDLE SCHOOLS

ALL CATEGORIES

<u>Facility</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>Utility Fee</u>
Gymnasium, Includes Locker Room	\$25 hr	\$150	\$300	\$15 per hour**
Cafeteria	\$25 hr	\$100	\$200	
Kitchen	\$25 hr	\$100	\$200	\$15 per hour**
Library	\$25 hr	\$100	\$200	
Classroom	\$25 hr	\$ 50	\$100	
Boys Locker Room *	\$25 hr	\$ 75	\$ 75	
Girls Locker Room *	\$25 hr	\$ 75	\$ 75	

*When rented separately/not in conjunction with the Gym or Auditorium

**Utility charges are applicable on weekends, holidays, or other times when school is not in session. See #7 under Regulations Governing Fees in procedures.

<u>Fields</u>	<u>A</u>	<u>B</u>	<u>C</u>
GMS Little League Field	\$15 hr	\$150	\$300
GMS Babe Ruth Field	\$15 hr	\$150	\$300
GMS Soccer Fields	\$15 hr	\$150	\$300

OTHER FEES

These fees are in conjunction to the above facility fees and deemed applicable by the building administrator. Custodial fees are charged only when outside the staff's regularly scheduled hours.

Custodial Staff	\$34.00 per hour*
Kitchen Staff	\$25.00 per hour*
	*minimum of 3 hours
Technical Crew	\$35per hour, per person

Renter is responsible to contract directly with the Police and/or Fire Department(s) for coverage.

Note: Summer Camps will be charged \$100 per session for use of District facilities.

ConVal School District Capital Improvement Plan

Item & Year	2016	2017	2018	2019	2020	2021	Total
Proposed Capital Expenditures							
Antrim ES	\$26,000.00	\$77,000.00	\$95,000.00	\$0.00	\$15,000.00	\$165,000.00	\$378,000.00
Bennington ES	\$24,304.00	\$24,000.00	\$91,000.00	\$0.00	\$27,000.00	\$52,000.00	\$218,304.00
Dublin CS	\$23,227.00	\$80,000.00	\$91,400.00	\$17,000.00	\$0.00	\$0.00	\$211,627.00
Francesstown ES	\$26,627.00	\$47,000.00	\$88,000.00	\$0.00	\$45,000.00	\$73,000.00	\$279,627.00
Greenfield ES	\$7,925.00	\$27,000.00	\$116,000.00	\$0.00	\$57,500.00	\$0.00	\$208,425.00
Hancock ES	\$20,272.00	\$4,800.00	\$116,000.00	\$58,000.00	\$0.00	\$54,500.00	\$253,572.00
Peterborough ES	\$32,500.00	\$43,000.00	\$151,000.00	\$66,000.00	\$322,000.00	\$140,000.00	\$754,500.00
Temple ES	\$15,971.00	\$53,000.00	\$36,000.00	\$80,000.00	\$9,500.00	\$90,000.00	\$284,471.00
Great Brook School	\$160,400.00	\$58,000.00	\$18,000.00	\$376,000.00	\$198,000.00	\$60,000.00	\$870,400.00
South Meadow School	\$95,000.00	\$64,000.00	\$95,000.00	\$145,000.00	\$500,000.00	\$293,000.00	\$1,192,000.00
ConVal HS	\$780,000.00	\$219,000.00	\$3,868,000.00	\$137,000.00	\$555,000.00	\$168,000.00	\$5,727,000.00
Vehicles	\$33,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$208,000.00
TOTAL PROPOSED EXPENSES	\$1,245,226	\$731,800	\$4,800,400	\$914,000	\$1,764,000	\$1,130,500	\$10,585,926
Building Aid Eligible Bond	\$789,226.00	\$474,000.00	\$1,528,000.00				
			\$3,000,000.00				
Note that all expenses for CVHS could be contained in a bond.							

<u>Item & Year</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
<u>Proposed Capital Expenditures</u>							
Building Controls/HVAC	\$93,900.00	\$96,000.00	\$50,000.00	\$15,000.00	\$0.00	\$0.00	\$254,900.00
Parking Lots	\$0.00	\$69,800.00	\$71,000.00	\$198,000.00	\$455,000.00	\$163,000.00	\$956,800.00
Electrical	\$0.00	\$33,000.00	\$0.00	\$0.00	\$23,000.00	\$0.00	\$56,000.00
Mechanical	\$34,000.00	\$106,000.00	\$28,000.00	\$52,000.00	\$150,000.00	\$263,000.00	\$633,000.00
Flooring	\$95,000.00	\$93,000.00	\$135,400.00	\$86,000.00	\$71,000.00	\$36,500.00	\$516,900.00
Windows/Doors	\$57,000.00	\$73,000.00	\$22,000.00	\$14,000.00	\$0.00	\$0.00	\$166,000.00
Security	\$230,000.00	\$0.00	\$885,000.00	\$80,000.00	\$580,000.00	\$120,000.00	\$1,895,000.00
Thermal Envelope	\$0.00	\$32,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,000.00
Kitchens	\$0.00	\$0.00	\$0.00	\$260,000.00	\$0.00	\$0.00	\$260,000.00
Roofing	\$250,000.00	\$27,000.00	\$426,000.00	\$91,000.00	\$250,000.00	\$345,000.00	\$1,389,000.00
Classroom Renovations	\$33,000.00	\$33,000.00	\$33,000.00	\$33,000.00	\$33,000.00	\$33,000.00	\$198,000.00
Fields	\$328,000.00	\$60,000.00	\$31,000.00	\$50,000.00	\$167,000.00	\$135,000.00	\$771,000.00
Infrastructure (Erate)	\$0.00	\$74,000.00	\$84,000.00	\$0.00	\$0.00	\$0.00	\$158,000.00
Phones (Erate)	\$91,326.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$91,326.00
Vehicles	\$33,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	\$208,000.00
Bond			\$3,000,000.00				\$3,000,000.00
TOTAL PROPOSED EXPENSES	\$1,245,226	\$731,800	\$4,800,400	\$914,000	\$1,764,000	\$1,130,500	\$10,585,926
Building Aid Eligible	\$789,226.00	\$474,000.00	\$1,528,000.00				
Bond			\$3,000,000.00				

Antrim Elementary School Capital Improvement Plan

Antrim Elementary School Capital Improvement Plan							
Item & Year	2016	2017	2018	2019	2020	2021	Total
Proposed Capital Expenditures							
Building Controls/HVAC		\$50,000	\$50,000				\$100,000
Parking Lots			\$30,000				\$30,000
Electrical							\$0
Mechanical	\$19,000	\$15,000	\$15,000				\$45,000
Flooring	\$7,000	\$12,000			\$15,000		\$34,000
Doors							\$0
Security						\$120,000	\$120,000
Infrastructure (Erate)							\$0
Phones (Erate)							\$0
TOTAL PROPOSED EXPENSES		\$26,000	\$77,000	\$95,000	\$0	\$15,000	\$165,000
Notes							\$378,000
Vinyl Siding TBD							
Large paving estimates are \$2 - \$3 square foot							

Bennington Elementary School Capital Improvement Plan

[illegible]

Dublin Elementary School Capital Improvement Plan

Dublin Elementary School Capital Improvement Plan							
<u>Item & Year</u>							
<u>Proposed Capital Expenditures</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
Building Controls							
Electrical		\$33,000					\$33,000
Mechanical							\$0
Parking Lot Paving/Sealing		\$25,000					\$25,000
Security			\$75,000				\$75,000
Phone System (Erate)	\$15,227						\$15,227
Flooring			\$8,400	\$17,000			\$25,400
Infrastructure		\$22,000					\$22,000
Windows/Doors	\$8,000		\$8,000				\$16,000
TOTAL PROPOSED EXPENSES	\$23,227	\$80,000	\$91,400	\$17,000	\$0	\$0	\$211,627
Notes							
Vinyl Siding TBD							
Large paving estimates are \$2 - \$3 square foot							
LED lighting in classrooms							
Exterior door hardware is sporadically failing							
Security estimates include card readers door buzzer, and 911 panic button							

Greenfield Elementary School Capital Improvement Plan

Item & Year	2016	2017	2018	2019	2020	2021	Total
<u>Proposed Capital Expenditures</u>							
Building Controls							
Flooring		\$8,000	\$8,000		\$9,500		\$25,500
Mechanical		\$13,000					\$13,000
Security			\$80,000				\$80,000
Phone System (Erate)	\$7,925						\$7,925
Infrastructure			\$28,000				\$28,000
Parking Lot Sealing/Paving		\$6,000			\$48,000		\$54,000
Mechanical							\$0
TOTAL PROPOSED	\$7,925	\$27,000	\$116,000	\$0	\$57,500	\$0	\$208,425
Notes							
Vinyl Siding TBD							
Large paving estimates are \$2 - \$3 square foot							
LED lighting in classrooms							
Exterior door hardware is sporadically failing							
Security estimates include card readers door buzzer, and 911 panic button							

Hancock Elementary School Capital Improvement Plan

Hancock Elementary School Capital Improvement Plan							
<u>Item & Year</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	
<u>Proposed Capital Expenditures</u>							
Building Controls							
Parking Lot Sealing/Paving		\$4,800		\$58,000			\$62,800
Mechanical						\$45,000	\$45,000
Security			\$80,000				\$80,000
Flooring			\$8,000			\$9,500	\$17,500
Phone System (Erate)	\$20,272						\$20,272
Infrastructure			\$28,000				\$28,000
TOTAL PROPOSED EXPENSES	\$20,272	\$4,800	\$116,000	\$58,000	\$0	\$54,500	\$253,572
Notes							
Vinyl Siding TBD							
Paving estimates are \$2 - \$3 square foot							
LED lighting in classrooms							
Exterior door hardware is sporadically failing							
Security estimates include card readers door buzzer, and 911 panic button							

Peterborough Elementary School Capital Improvement Plan

Item & Year	2016	2017	2018	2019	2020	2021	Total
<u>Proposed Capital Expenditures</u>							
Building Controls/HVAC	\$18,500	\$16,000					\$34,500
Parking Lot Sealing/Paving/Add			\$41,000		\$170,000		\$211,000
Mechanical				\$52,000			\$52,000
Thermal Insulated Door units		\$27,000					\$27,000
Flooring	\$14,000		\$14,000	\$14,000	\$22,000		\$64,000
Security					\$130,000		\$130,000
Lighting							\$0
Fields							\$0
Roof			\$96,000			\$140,000	\$236,000
TOTAL PROPOSED EXPENSES	\$32,500	\$43,000	\$151,000	\$66,000	\$322,000	\$140,000	\$754,500
Notes							
Paving estimates are \$2 - \$3 square foot							
LED lighting in classrooms							
Exterior door hardware is sporadically failing							
Security estimates include card readers door buzzer, and 911 panic button							
Air conditioning in third story section of building							

Great Brook School Capital Improvement Plan								
Item & Year	2016	2017	2018	2019	2020	2021	Total	
Building Controls	\$30,400.00						\$30,400.00	
Parking Lot Sealing/Paving				\$140,000.00			\$140,000.00	
Mechanical						\$60,000.00	\$60,000.00	
Electrical					\$23,000.00		\$23,000.00	
Kitchen Equipment				\$130,000.00			\$130,000.00	
Security	\$65,000.00				\$175,000.00		\$240,000.00	
AHU/Ventilation	\$30,000.00	\$30,000.00		\$15,000.00			\$75,000.00	
Roofing				\$91,000.00			\$91,000.00	
Windows/Doors	\$35,000.00	\$10,000.00					\$45,000.00	
Flooring		\$18,000.00	\$18,000.00				\$36,000.00	
TOTAL PROPOSED EXPENSES	\$160,400.00	\$58,000.00	\$18,000.00	\$376,000.00	\$198,000.00	\$60,000.00	\$870,400.00	
Notes								
Paving estimates are \$2 - \$3 square foot								
LED lighting in classrooms								
Exterior door hardware is sporadically failing								
Security estimates include card readers door buzzer, and 911 panic button								

South Meadow School Capital Improvement Plan

<u>Item & Year</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
Building Controls							\$0
Parking Lot sealing/Paving					\$210,000		\$210,000
Mechanical						\$73,000	\$73,000
Flooring	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$90,000
Security	\$65,000				\$275,000		\$340,000
Kitchen Equipment				\$130,000			\$130,000
Roofing		\$27,000	\$80,000			\$205,000	\$312,000
Doors/Windows		\$22,000					\$22,000
AHU/Ventilators	\$15,000						\$15,000
TOTAL PROPOSED EXPENSES	\$95,000	\$64,000.00	\$95,000.00	\$145,000.00	\$500,000.00	\$293,000.00	\$0.00
TOTAL							\$1,192,000
Notes							
Paving estimates are \$2 - \$3 square foot							
LED lighting in classrooms							
Exterior door hardware is sporadically failing							
Security estimates include card readers door buzzer, and 911 panic button							

ConVal High School Capital Improvement Plan

<u>Item & Year</u>		<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
<u>Proposed Capital Expenditures</u>								
Mechanical		\$15,000	\$40,000			\$105,000		\$160,000
Doors and Windows		\$14,000	\$14,000	\$14,000	\$14,000			\$56,000
Security		\$100,000		\$500,000				\$600,000
Flooring		\$40,000	\$40,000	\$40,000	\$40,000			\$160,000
AHU/ Ventilation								\$0
Landscape/Fields		\$328,000	\$60,000	\$31,000	\$50,000	\$167,000	\$135,000	\$771,000
Roof		\$250,000		\$250,000		\$250,000		\$750,000
Thermal Envelope			\$32,000					\$32,000
Classroom renovation (3 per year)		\$33,000	\$33,000	\$33,000	\$33,000	\$33,000	\$33,000	\$198,000
Bond				\$3,000,000				\$3,000,000
TOTAL PROPOSED EXPENSES		\$780,000	\$219,000	\$3,868,000	\$137,000	\$555,000	\$168,000	\$5,727,000
<u>Notes</u>								
Paving estimates are \$2 - \$3 square foot								
LED lighting in classrooms								
Exterior door hardware is sporadically failing								
Security estimates include card readers door buzzer, and 911 panic button								
Parking lot/Paving				\$550,000				
Science Labs included in bond								
New Track Surface Approved for 2016								
2016 Fields includes barn and scoreboard								