

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Rd.
Peterborough, New Hampshire**

CONTOOCH VALLEY SCHOOL DISTRICT

BUDGET & PROPERTY

Tuesday, January 15, 2019

**SAU #1 Board Room
5:30 PM**

Minutes

Committee Members:

- Jim Fredrickson, Chair
- Rich Cahoon
- Richard Dunning
- Niki McGettigan
- Stephan Morrissey
- Pierce Rigrod

Present: Jim Fredrickson, Rich Cahoon, Dick Dunning, Niki McGettigan, Stephan Morrissey, Kimberly Saunders, David Jack, Tim Grossi, Myron Steere

1. Call to Order

Jim Fredrickson called the meeting to order at 5:31 p.m.

2. Approval of Minutes – December 11, 2018

Dick Dunning moved to approve the minutes of December 11, 2018. Rich Cahoon second. Unanimous.

3. Review Capital Improvement Plan

Tim Grossi reported on the Capital Improvement Plan. Items in the proposed budget are in the 2020 column.

Jim Fredrickson noted a difference of \$30K in the 2020 column and \$600K in the 2021 column. What is reflected in that difference?

In a default, the capital improvement items will likely get hit.

Security – monies were carried several years in advance. The front entry doors at the high school need reconfiguration for security purposes. This work is slated for completion by April 1, 2019.

A motion to use trust fund money in the amount of \$22K from the capital improvement fund for security would be needed to bring to the full board.

Stephan Morrissey moved to recommend that \$22K from the Capital Improvement Fund to be used for security be brought forward to the full board for a vote. Dick Dunning second. Unanimous.

Kimberly Saunders said that these might be able to come out of equipment. She will discuss with the trustees.

Rich Cahoon asked that waiving of the bidding policy be placed on the next School Board agenda because \$22K is greater than the \$15K threshold.

Myron Steere said that individual towns create a 10 year plan; he suggested that the district do the same. Tim Grossi said that if we are at the current configuration, it is possible, but it really is looking into the future.

Rich Cahoon said that our numbers would fluctuate from one year to the next; we don't know how many students we will have.

Tim Grossi spoke about efficiency upgrades. It is a \$56K project; taking all of the fixtures at schools and retrofitting to make LED. PSNH will give us \$36K in return, leaving \$20K as the cost for the district. Lower electric rates will result. Tim would like to do this work this year at AES and PES.

What is the payback time? Two years.

Stephan Morrissey moved to take this to the full board to request trust funds. Likely come out of capital trust.

Dick Dunning second. Unanimous.

2020 – Total is \$800K in the plan. Major pieces include flooring, HVAC at PES not including 3rd floor. It includes hallway renovation at the high school.

2021 – \$1.9M – high school parking lot (\$550K), PES asphalt, PES roof, PES fields, AES HVAC units, Pierce School asphalt, DCS asphalt and flooring, FES asphalt and flooring, GES asphalt and flooring, HES asphalt and flooring.

Tim Grossi spoke about grounds. The area got cold, then snowfall, then the return of warm temperatures and then it rained and froze. Now we have islands of ice on the field at PES. We have athletic fields that have drained nicely and have ice pools on them as well.

Kimberly Saunders said that a civil engineer could be contracted with to determine what might be done to help with field drainage. Discussion took place.

Dick Dunning said that decisions on whether they are being designed as playgrounds or playing fields is needed; they are very different.

Rich Cahoon said that it is an elementary school first and athletic field second for the community.

Rich asked if the \$160K changes anything on the playground. Tim said that it does not.

TES is asphalt, GBS boilers, SMS boilers and flooring, CVHS parking lot, ventilation units. Discussion took place about the LHT work needed.

Tim Grossi was tasked with updating the spreadsheet to match up the numbers.

Rich said that DCS boilers might account for the differences of \$30K. He spoke about bumping work out a year or so in the event of a default.

Work slated for 2021 is \$1.9M. The amount proposed to go into the capital reserve was not bumped up as a result of the lower number first thought.

Jim Fredrickson said that if the warrants are approved this year, at what point does the money get transferred? After the audit but we will know what the number is.

Rich suggested consideration of bonding as a result of the funds needed for capital improvement work needed.

Kimberly said that a warrant article for a bond would be needed a year from now but paperwork could be submitted now to be more competitive for building aid. There is serious competition for these funds.

4. Possible Utilization of Hancock Trust

Kimberly Saunders distributed a letter from the Select board of Hancock requesting that we use some of the Daniels Trust Fund dollars for three specific purposes. It totals \$4,770.00.

What is the process? If the board makes the decision to expend dollars in this way, a public hearing would take place. Receipts would be sent to the trustees and the checks would be sent to Hancock. Board approval would be needed. There is \$140K in the trust.

Rich Cahoon asked if we want to dip into the principal or only the interest. Is this acceptable use?

Kimberly Saunders asked if this committee wants it on the School Board agenda.

Is there anything else in the capital improvement plan at Hancock that might come out of this fund?

Rich Cahoon said that we should figure out the actual income and decide if we want to spend actual principal.

Kimberly confirmed that the principal is \$260K and income is \$140K. Rich then asked if these are allowable expenses. Rich would then ask what the recommendation of administration is for the February 5th board meeting.

Tim Grossi noted that the playgrounds are inspected yearly. Mulch needs were discussed.

5. Impact of Proposed Funding Formula change

Jim Fredrickson said that the spreadsheet actually used to develop the town by town allocation was requested. Jim made changes to 40/60 to show the impact of the warrant article proposed.

If you take total apportionment on page 19, and subtract adequacy, you arrive at current and proposed assessment. The increases or reductions were listed.

David Jack confirmed that he approached it another way and arrived at the same result. The methodology is sound.

6. Impact of Sum of all Warrants

If everything got approved, budget, CBA, trust warrants, etc. total gross budget would be over \$50M, district assessment would be up.

David Jack said that funding the trust fund articles needs further consideration.

It was suggested to take the trust funds out of this portion.

If we take as revenue, next year, the unexpended fund balance from this year, we are crossing a year. If we stop crossing the year, the revenue is no longer accurate.

"District Assessment" means the number to be raised from taxation. If we didn't have enough money, there is a chance that every trust authorized might not be able to be funded.

The criticism is that we are not doing what is suggested as presented.

The bottom line is that the attempt is to educate people on the budget. This does not achieve recognizing what the new money is. A footnote was suggested to explain differences.

Jim asked this committee to review and give feedback.

The estimated range of impact on a \$200K home should be stated for taxpayers.

Going back to the trust funds, that money has already been budgeted. You can't build it as revenue twice. District assessment would be reflected slightly lower.

Rich said that in the past, we have not put spending warrant articles in this calculation. What is known should be stated, letting the voters know the impact of specific votes on specific articles.

Concern was shared about the amount of information provided in this report for the public.

7. Single Tier Busing

K-4 would ride together, K-8 could ride together. 5-12 would ride together. K-4 and 9-12 would not ride together.

Stephan Morrissey said that he disagreed with the sectioning; if people want single tier busing there is a price.

Parent surveys resulted in receiving communication about not putting kindergarten kids with twelfth grade students and also not flipping the start times so that younger kids started earlier. They did not want that to happen.

Stephan said that the district should decide how to transport.

What do we put in for the description for the warrant article? It would be K-4 and 9-12 would not ride on the same bus.

Rich said that the board should either recommend or not.

8. Other

The action item is having a small discussion on a potential solar project. Peterborough Energy Committee members are willing to assist the district with this research and explore. They have varying levels of expertise and are willing to put this to work on this topic.

Rich said that the board provides parameters; the board should provide parameters on this topic. Rough guidelines should be developed.

Dick Dunning motioned to adjourn at 7:11 p.m. Stephan Morrissey second. Unanimous.

Respectfully submitted,

Brenda Marschok