

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

**CONTOOCCOOK VALLEY SCHOOL DISTRICT**

**BUDGET & PROPERTY**

**Tuesday, April 9, 2019**

**SAU #1 Board Room  
7:00 PM**

**Minutes**

**Committee Members:**

- Jim Fredrickson, Chair
- Rich Cahoon
- Richard Dunning
- Niki McGettigan
- Stephan Morrissey
- Kristen Reilly

**Present:** Jim Fredrickson, Richard Dunning, Stephan Morrissey, Kristen Reilly, Kimberly Saunders, Tim Grossi, David Jack, Myron Steere, Tim Theberge, John Jordan

**1. Call to Order**

**Jim Fredrickson called the meeting to order at 7:00 p.m.**

**2. Approval of Minutes – March 14, 2019**

**Stephan Morrissey moved to approve the minutes of March 14, 2019. Dick Dunning Second. Dick Dunning and Kristen Reilly abstained. All else in favor. Motion carried.**

**3. 2019 Plans**

Jim Fredrickson asked if the committee wanted to focus on anything in particular moving forward. The budget is always the focus.

Dick Dunning said that the fields at PES have been discussed over time. What direction might we go in to get some commitment about what that space might look like?

Jim Fredrickson said that he was focusing on the running of the meetings more than specific items to address.

Jim Fredrickson asked if trust fund monies were transferred last year. He requested an update. Any finalized expenditures should be detailed.

Tim Grossi said that three of the schools are aging; SMS, GBS, and CVHS - 30 year old time frame. He would like to have Budget & Property take some time to walk through these buildings so that there is a visual when the capital improvement plan is discussed.

Myron Steere said that the leasing of equipment should be taken up i.e. vans. David Jack suggested staggering the leases to create a laddering effect for consistency. It helps keep the budget level from one year to the next.

Stephan Morrissey said that use of facilities and cost thereof should be reviewed. People are using our facilities at no cost but charging us for use. Discussion took place about student use of facilities, adult league use, and other use.

#### **4. Capital Improvements - Update**

Tim Grossi shared information on work scheduled for the summer. SMS, GBS, and CVHS have big ticket needs due to their age. It totals \$1.2M of work. Discussion took place about work needed to join the hallway areas abutting the science lab work at the high school; estimated cost is \$189K. Going into the trust funds in January, we have \$425K. Next year, we have \$600K. A minimum of \$250K in the unreserved is being aimed.

The parking lot at the high school needs to be addressed. It is not getting better. It is in the capital plan for next year; 2020/2021.

PES fields were brought back to discussion. Tim Grossi said that it needs to be determined what the fields at PES will be used for. \$160K is in the FY'21 plan for work on fields or open play space.

Paving work at GBS, SMS, and AES is scheduled this summer.

PES third floor ventilation; an engineer is needed to make it work and be effective. Not in this year's or next year's budget.

#### **5. Elementary School Costs – Update**

Dave Jack reported that benefits, going forward in 2020, will be allocated in each building, including FICA, health etc. It will be spread through all of the schools by school. What is up in the air will be how much of the business office belongs to each school; it needs to be prorated. It can be prorated by FTE. It won't be exact.

How will special education be allocated? It needs to be allocated out and prorated.

Kimberly Saunders said that if any town wants to know the cost of running the school in their town, it would be a disservice not to include special education costs. What is the true purpose of the exercise? If a town is looking at withdrawal, they need to know the true cost to run their school. If we are talking about consolidation and absorbing students and staff, it can be distributed across the district. Discussion took place.

#### **6. Solar Project - Update**

Tim Grossi reported having met on this topic at the high school with Bob Hayden and Steve Walker. The facility was toured including the boiler room. The outcome of the meeting was to have them meter the high school. An application to Eversource is moving forward.

#### **7. Other**

**Dick Dunning moved for the Budget & Property Committee meetings to be held on the second Tuesday of each month at 5:30 p.m. at the SAU. Stephan Morrissey second. Unanimous.**

**Stephan Morrissey moved to adjourn at 7:58 p.m. Kristen Reilly second. Unanimous.**

Respectfully submitted,

Brenda Marschok