

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

**CONTOOCOOK VALLEY SCHOOL DISTRICT**

**BUDGET & PROPERTY**

**Tuesday, December 8, 2020**

**5:30 PM**

**Physical Location: ConVal High School Library  
184 Hancock Rd., Peterborough, NH**

**Virtual Location:**

**<https://us02web.zoom.us/j/89754927866?pwd=c1owRnZYT05iNUovcVI4MzZ2bVFvQT09>**

**Meeting ID: 897 5492 7866**

**Password: WVc2d1**

**Phone: +1 312 626 6799 US**

**Meeting ID: 897 5492 7866**

**Password: 061284**

**Agenda**

**Committee Members:**

- Richard Dunning
- Alan Edelkind
- Jim Fredrickson
- Katherine Heck
- Robert Short, Jr.

- 1. Call meeting to Order**
- 2. Approval of Minutes – November 10, 2020**
- 3. Solar Project**
- 4. 2020-21 Budget Summary (Unanticipated costs/funding)**
- 5. 2021-22 Proposed Budget**
- 6. Monitoring the School Budget**

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
106 Hancock Rd.  
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**CONTOOCCOOK VALLEY SCHOOL DISTRICT**

**BUDGET & PROPERTY**

**Tuesday, November 10, 2020**

**5:30 PM**

**Physical Location: ConVal High School Library  
184 Hancock Rd., Peterborough, NH**

**Virtual Location:**

**<https://us02web.zoom.us/j/82620893199?pwd=V3U0b1VVRmg0dzArWG9teS84NkhCQT09>**

**Meeting ID: 826 2089 3199**

**Password: JK9YBP**

**Phone: +1 312 626 6799 US**

**Meeting ID: 826 2089 3199**

**Password: 549921**

**Minutes**

**Committee Members:**

- Richard Dunning
- Alan Edelkind
- Jim Fredrickson
- Katherine Heck
- Robert Short, Jr.

**Present:** Jim Fredrickson, Richard Dunning, Alan Edelkind, Robert Short, Jr., Dr. Kimberly Saunders, Tim Grossi, Lori Schmidt, Kevin Pobst, Rich Cahoon

**1. Call Meeting to Order**

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

**2. Approval of Minutes – October 21, 2020**

**Dick Dunning moved to approve the minutes of October 21, 2020. Robert Short, Jr. second. Unanimous.**

**3. Solar Project**

Tim Grossi reported that the energy profile for ConVal High School was forwarded to Jonathan Bass for he and Bob Hayden to evaluate our profile. When they come back with something, Tim will call a meeting together.

**4. 20-21 Budget Summary**

Any significant changes? Lori Schmidt reported that she is waiting for the State to release guidance for application on December 1<sup>st</sup>. Who gets money for the first round will be established. Unanticipated costs do not include the \$1.6M. As we identify services that are subject to it we are putting it in the budget.

Jim Fredrickson asked for a summary of the cost of the tents. The original contract, engineering, electrical, cost of newly purchased tents.

Kimberly asked to push back that request to past the next Budget & Property meeting. Confirmed.

## 5. Capital Improvement Plan

Tim Grossi said that the bid procedures and R.F.Q. all come into play. Tim said that pavilions would require a set of permitting for each one. Tim further said that middle schools and the high school would benefit from an outdoor pavilion most.

Kimberly Saunders said that the ConVal High School, South Meadow School, Great Brook School, and Peterborough Elementary School would be the places to start because they have the largest density. If we want one pavilion at each school, we would want to start with the larger schools. Kimberly said that looking at the money that has been spent on the tents and looking at the difference to use toward a plan created is necessary. The board authorized Tim and Kimberly to move forward with short term and long term outdoor spaces.

Jim Fredrickson said that a summary of the tent cost to look at outdoor pavilion opportunity is needed. It is money in this year's budget. It could be used to cover unanticipated costs or use for outdoor space.

Dick Dunning said that he is comfortable looking at the engineering for the high school and middle schools. We are making an assumption that teachers will continue to use outdoor space and he said that depending on who you ask will result in different responses in terms of usage. He sees one at the high school and one at each of the two middle schools.

Jim Fredrickson said that he would like to pull the seed money into this plan. If a formal pavilion plan comes forward, we can look at using the money the board already authorized.

Portable trailers were once in place at the high school. Dick Dunning asked if that location might be suitable for an outdoor pavilion. Tim Grossi said that was on a slab and that is gone.

The action item is to put together a more formal pavilion plan.

Robert Short, Jr. asked if we could get engineered kits or do we have to start at square one. Tim Grossi said that the engineered kits are geared more toward outdoor pool spaces and not for education.

Kimberly Saunders said that we want to be careful about using things that are created for people's back yards in an outdoor industrial setting. The uses are very different.

Embedding \$400K in the budget was suggested.

Kimberly said that priorities need to be decided. If we add this in the budget, what does that mean for the contract?

How much of the Capital Improvement Plan (CIP) is in the budget as it stands today? Kimberly said that the items that were discussed at the CIP meeting are in the budget; approximately \$400K. Security cameras, roof work, and mechanical work are among the work scheduled. Robert Short, Jr. said that we have \$1,601,000 from trust funds and \$395K from the budget totaling \$1,996,000.

Lori Schmidt said that the version of the budget presented on Dec 5<sup>th</sup> will include the \$395K.

Rich Cahoon made a suggestion about budget and trust fund placement for various items. Security cameras are an easy sell in the budget.

Adjustments were made to move items back into the budget. Further adjustments can be made. It is not final. The result was an increase from the \$395 to \$743K.

Kevin Pobst asked what time frame is in mind for the pavilion plan. Will we see the pavilion plan before we are asked to approve a \$600K expenditure?

The plan would convince an expenditure.

Jim Fredrickson said that it is trust fund money so it does not require the approval. The CIP was reviewed in detail. Katherine is working on an analysis that would suggest a target number as a percentage of our budget for CIP.

The aggregate need and need vs. want designations were reviewed to help sort the priority.

What recommendation does the board want to make in terms of warrant articles? Dick Dunning suggested waiting until the December 5<sup>th</sup> meeting. He suggested minimizing the number of warrant articles.

Jim Fredrickson said that he thought that money needed to go back into the trust funds. Agreed. Special Education Trust – do we need to put more money here?

Lori Schmidt said that the transfers were approved but are waiting to do if necessary. Once we know if we are slated to receive funding from the second pass of money, we will know more.

Jim Fredrickson said that he thinks the Special Education Trust is funded adequately.

Putting \$50K in the Athletic Reserve was suggested.

Equipment – Tim Grossi said that we have vehicles to replace almost every year; \$25K

\$30 under Equipment

Capital Reserve Fund - \$500K.

Capital would be first on the warrant. Equipment second. Athletics third. Energy Trust fourth. Nothing for special education or health trust.

Tim Grossi reminded that there was a max determination for Special Education Trust; we are there.

Lori Schmidt reported out on a meeting she had with Trustees of the Trust Funds.

The CIP, in 2021 reflected HVAC, building controls, classroom renovations, windows and doors, and ventilation.

#### **6. Monitoring the School Budget**

Passed over.

#### **7. Trust Funds**

Reviewed above.

December 5<sup>th</sup> is School Board/Budget meeting. Kimberly said that it will be the first time the budget will be presented to the board.

Jim Fredrickson asked for 15 minutes for a CIP presentation.

#### **8. Non-Public Session: RSA 91-A:3,II (If Required)**

None.

**Dick Dunning motioned to adjourn at 6:31 p.m. Jim Fredrickson second. Unanimous.**

Respectfully submitted,

Brenda Marschok