

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

CONTOOCCOOK VALLEY SCHOOL DISTRICT

BUDGET & PROPERTY

**Tuesday, August 10, 2021
5:30 PM**

Physical Location: SAU Board Room

Minutes

Committee Members:

- Richard Dunning
- Alan Edelkind
- Jim Fredrickson, Chairman
- Katherine Heck
- Greg Kriebel

Committee Members Present: Richard Dunning, Alan Edelkind, Jim Fredrickson

Others Present: Kimberly Saunders, Lori Schmidt, Tim Grossi, Nicole Pease

1. **Call meeting to Order** - The meeting was called to order by Jim Fredrickson at 5:32 p.m.
2. **Approval of Minutes – May 13, 2021** – Dick Dunning moved to approve the minutes of May 13, 2021. Alan Edelkind second. Unanimous
3. **Solar Project Status** - Lori waiting on revised agreement. Communication has gone out. Tim Grossi reviewed staging areas. Install will be done while school is in session. Dick Dunning stressed the need for a public relations piece.
4. **2022-2023 Budget Guidance** – Jim Fredrickson provided a handout, and a discussion about the 2022-2023 budget took place.
5. **Capital Improvement Plan & Policy** – Jim Fredrickson asked Tim Grossi to confirm that there have not been any updates in the past six months. Tim Grossi confirmed that is correct and added that there will be an update by the end of September with a list of the programs Tim Grossi wants done in 2023. Jim Fredrickson stressed that this needs to include escalations and that the list of items and the policies that follow need to be developed in parallel.
6. **Technology Plan** – Jim Fredrickson indicated that we need to add technology to the Capital Improvement Plan - a meaningful summary.

7. **Pavilion Built at Dublin Consolidated School (DCS)** – Tim Grossi reported that we have an opportunity to have a 20'x20' pavilion built on the DCS property at no charge. Nicole Pease reported that this is possible because of donations from The Bitty Foundation and the Dublin Community Foundation and labor being donated by a local contractor - her husband. Tim Grossi indicated that he will work with the code enforcement officer in Dublin. When brought to the full Board, Dick Dunning suggested having an answer to the question: What will the cost to maintain the pavilion be? He also wants a record kept of how often the pavilion is used. He's concerned that with personnel changes it could sit unused. Alan Edelkind asked Nicole Pease if she had a plan for use of the pavilion. Nicole Pease indicated that she would develop a schedule and provide it to Brenda Marschok for inclusion in the next Board packet.
8. **Review/Update Budget & Property Committee Action Plans** – Jim Frederickson asked the Committee if they thought this was a useful tool? Staff commitment might be different. What's due in August? Initial Encumbrance - next Tuesday. FY22 - \$780K minus \$50K (contractual) plus another \$15K (decreased number of welding spots). Need to have discussion with the Board so they understand that it isn't the full \$780K, rather ~\$715K.
9. **Non-Agenda Topics**
 - a. Kimberly Saunders reported that 93% of CVHS staff who responded to the survey have been vaccinated and 73% of CVHS students who responded to the survey have been vaccinated.
 - b. Tim Grossi needs permission from the full Board to sole source a negotiation for an oil price lock.
 - c. Tim Grossi asked for permission to order materials needed for the new boiler install at GBS as they may take 16 weeks to arrive. Tim Grossi will get with Brenda Marschok to post for a hearing for funds to come from the Capital Building Fund.
10. **Dick Dunning motioned to adjourn the meeting at 7:02 p.m. Alan Edelkind second. Unanimous.**

Respectfully submitted,

Judy Miskelly