

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Rd.
Peterborough, New Hampshire
CONTOOCH VALLEY SCHOOL DISTRICT**

BUDGET & PROPERTY

**Tuesday, November 9, 2021
6:00 PM**

Physical Location: SAU Board Room

Agenda

Committee Members:

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

- 1. Call meeting to Order**
- 2. Approval of Minutes – October 12, 2021**
- 3. Solar Update**
- 4. FY'2023 Budget**
- 5. Capital Improvement Plan and Policy**
 - South Meadow School Atrium Roofs
- 6. Review of Budget & Property Action list**
- 7. Non-Public Session: RSA 91-A:3,II**
 - a. Legal**

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

CONTOOCH VALLEY SCHOOL DISTRICT

BUDGET & PROPERTY

Tuesday, October 12, 2021

6:00 PM

Physical Location: SAU Board Room

Minutes

Committee Members:

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

Present: Jim Fredrickson, Dick Dunning, Katherine Heck, Greg Kriebel, Dr. Kimberly Saunders, Lori Schmidt, Tim Grossi

1. Call meeting to Order

Jim Fredrickson called the meeting to order at 6:05 p.m.

2. Approval of Minutes – September 14, 2021

Katherine Heck moved to approve the minutes of September 14, 2021. Greg Kriebel second. Unanimous.

3. Solar Update

Tim Grossi reported having spoken with the solar project manager. Materials and job trailers will be dropped this week. Solar panels will be dropped the week of October 18th. Electrical contractors will begin work.

The week of the 26th, a crane will be in place to hoist solar panels. Target end date is weather permitting.

Communications Committee should get information out on this update.

Katherine Heck asked about the potential of an educational opportunity for students. Is this still a thought?

Tim Grossi said that he has not heard anything on this topic since the inception of conversation. Tim agreed to talk to Revision Energy about a solar performance monitor, roof protection membrane, and tying in the educational opportunities for our students. The potential for a remote dial in to monitor performance will be asked as well. Classes could remote in for various reasons.

4. 2023 Budget Guidance

Jim Fredrickson said that the calculation is a 2% increase over last year's total operating budget of \$51.8M which is \$1.037M. Jim said that what the board might approve of in terms of warrant articles and the potential of an agreed upon collective bargaining agreement needs consideration for budget development.

5. Capital Improvement Plan and Policy

Tim Grossi shared an updated ConVal Capital Improvement Plan (CIP). He said that he made updates by cleaning up flooring and other maintenance item lines. Adopting a policy on what makes up a Capital Plan is the hope.

The target for a Capital Improvement Plan is 2.5% of the gross operating budget outside of warrant articles. This year, it would equate to \$1.257M.

The estimated Building Capital Reserve balance is \$1.6M.

We need a public hearing to expend trust funds for a truck purchase.

The concern shared was that half of the entire percentage increase before we know what the cost increases will be relative to gas, oil, etc.

There is a \$2.5M appetite for a CIP. Putting half in the budget from trusts and the rest of the equation does not fit.

There are too many "TBD" in the spreadsheet. We want to work toward this best practice but it might not be possible in year one. The budget needs development first and then this can continue.

Looking at the \$2.5 for the upcoming year for capital is too much.

\$600K for outdoor pavilions was discussed; it is a hard sell after spending so much on outdoor tents.

Dick Dunning agreed and said that it does not make fiscal sense right now. They only work if you have dedicated teachers who want to take their classes outside. When the staff are not there, they sit idle. Building them in hopes that they will come is not his favor.

Greg Kriebel added that building a pavilion for a school that might be potentially closed does not make sense.

The \$600K will be moved out of the FY'23 spreadsheet and moved to a later year. Confirmed. This puts the CIP at \$1.8M total split between budget and trust funds.

The atrium roofs were estimated at \$420K in 2023 for SMS and \$110K for GBS. Kimberly Saunders shared her concern with this work not taking place in 2022.

Any eligibility for State Building Aid for ConVal? The application would have to be in by this coming summer and the Bond would have to be on the 2023 warrant.

FY' 23 changes would result +\$420 and -\$600K out of 2023 with a net reduction.

Jim Fredrickson said that changes need to be made to the spreadsheet to identify what will be brought to the board on November 6th. Updates to the trust fund summary as well.

Jim Fredrickson asked that the 2022-2023 year be added to the Trust Fund Summary.

Related to the ConVal High School parking lot, Dick Dunning asked why not grind it, turn it over, then repave it. What is the difference in doing that and the projected cost of \$750K? How much more settlement can take place? Is there a less expensive way to do the parking lot?

Tim Grossi said that three test holes were drilled. Roots and other product were determined to be present. Storm water pollution prevention plan needs a thorough do over for the parking plan as well.

The high school football field drainage was discussed. Tim Grossi explained the make-up of the field. 19 inches of rain in July, plus August and September rain did not help.

Jim Fredrickson asked for a number for upgrades to the field.

Tim said that engineering dollars will be needed to start. Do we want to tell the public we are going to do an engineering study? Kimberly Saunders suggested a warrant for this year to study the fields to provide options. Trust monies might be accessed. An estimate for engineering study costs was asked.

Jim Fredrickson asked why not put an engineering estimate in the spreadsheet (budget, CIP, and trust fund) as a placeholder. The public needs to have this discussion.

Dick Dunning asked if we have given guidance to the trustees about how we want to invest our money. Kimberly Saunders said that we give them broad guidance. Katherine Heck said that we really need to see the Peterborough policy on this topic.

The policy has been asked of from Peterborough. A follow-up request will be made.

Tim Grossi said that the impression that we might spend \$150K to remediate the field is the thought for natural material, this will not fix the problem. An artificial surface is required.

Jim Fredrickson said that he wants to give the public the full picture. Lay it out and let them decide. Jim Fredrickson asked if the spreadsheet reflecting that \$21,000 out of \$1.3M of capital improvement was funding within the budget leaving the \$1.26 from trusts. Numbers will be validated.

Kimberly Saunders asked if we could get in line for the Atrium Roofs at SMS with contractors. Tim was asked to get an estimate so that a public hearing can be scheduled.

Where are we in terms of policy for Capital Improvement Planning? Katherine Heck said that the Policy Committee is knee deep. It could start with the Budget & Property Committee. Katherine said that samples and drafts can be provided. January was targeted for this discussion.

Food Service contracts and transportation contracts are locked in. Custodial contract is year to year.

An architectural services warrant is also needed. Which trusts can be used for engineering and for architectural planning will be investigated.

FY' 24-26 is what is being looked at for a bond.

CTE renovations were discussed with a .75 cents on the dollar reimbursement from the State.

Because we are regional, we might table this.

Jim Fredrickson asked that a line be added in the spreadsheet with zero dollars in it to allow it to be kept in sight.

How will technology be tracked? We have a five year technology plan. Creating a trust fund for this purpose is the suggestion. A space saver on the spreadsheet was asked for technology.

Elementary school costs – allocating costs by school has been a work in progress for some time. A briefing about the costs and what is and is not included for the board is needed. January was the target month for this topic.

Financial Stress Analysis – Katherine Heck said that she completed this but was not happy with the result. The budgets in the towns and district are different. Capacity is different for each of the towns.

6. Review of Budget & Property Action list

Action items are included in agenda item five.

7. Non-Public Session: RSA 91-A:3,II

a. Negotiations

Katherine Heck moved to enter into non-public session in accordance with RSA 91-A:3,II at 7:34 p.m. for matters of negotiation. Greg Kriebel second. Unanimous.

Greg Kriebel moved to exit non-public session at 8:07 p.m. Katherine Heck second. Unanimous.

Greg Kriebel moved to seal the minutes of non-public session for a period of 10 years Katherine Heck second. Unanimous.

Greg Kriebel motioned to adjourn at 8:08 p.m. Katherine Heck second. Unanimous.

Respectfully submitted,

Brenda Marschok