

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

**CONTOOCOOK VALLEY SCHOOL DISTRICT**

**BUDGET & PROPERTY**

**Tuesday, November 9, 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, Richard Dunning, Alan Edelkind, Katherine Heck (6:25), Greg Kriebel, Dr. Kimberly Saunders, Lori Schmidt, Tim Grossi

**1. Call meeting to Order**

**Jim Fredrickson called the meeting to order at 6:03 p.m.**

**2. Approval of Minutes – October 12, 2021**

**Dick Dunning moved to approve the minutes of October 12, 2021. Alan Edelkind second. Unanimous.**

**3. Solar Update**

Tim Grossi reported that solar panels are going up. Inverters are on the roof. Revision Energy is doing a nice job. Panels need to be set before it snows. After panels are set, other work will follow. The hope is for good weather to continue forward.

**4. FY'2023 Budget**

A summary of the baseline and pluses and minuses will be looked at next Tuesday.

**5. Capital Improvement Plan and Policy**

- South Meadow School Atrium Roofs

Included in the proposed budget is \$492K. The Peterborough Elementary School (PES) field is the difference. Should the field be in the trust or the budget? Vehicles were taken out of the budget. PES fields, \$29K, should be in the budget.

LED lighting for the middle schools is a project Tim Grossi would like to accomplish this winter 2021-2022. It will depend on supply.

The TBD items for 22-23 are paving related.

The South Meadow School (SMS) boiler was moved from the "TBD" into the trust for 2023.

Work needed for hallway renovations at the high school was cited as much needed.

\$205K (hallway)+ \$189K (mechanical). \$504K going out of the capital building reserve.

What should be done with the parking lots? Will there be any more settling of the parking lot?

Should it be grinded and repaved or completely pulled up and redone? An RFP was suggested.

Discussion took place about the need to work on both middle schools.

Dick Dunning shared that he struggles with the need for space at SMS with fewer students compared to the past. This work would require architectural studies to do this work for SMS in 2023 - \$100K was slated; \$60K for Great Brook School parking lots in 2024.

Communicating the Capital Improvement Plan and also the bond is important in advance to pass it. Putting the high school parking lot under trust funds and the remaining lots in the bond was discussed.

What should the recommendation be for trust fund allocations?

Health Maintenance – Guaranteed Maximum Rate (GMR) is 9.3%. It could be used to pay part of the premium to reduce the maximum exposure. Kimberly Saunders suggested adding to this trust.

Jim Fredrickson recommended adding \$100K. Taking \$145K out that could be used to pay for other things were proposed.

Jim Fredrickson said that \$100K might not be needed to go back in. Kimberly disagreed since money is coming out.

The GMR is 9.3% but the actual could be higher or lower.

Katherine Heck suggested changing the target balance to \$300K and adding \$50K in rather than \$100K. \$145K out, \$50K in. The target balance of \$300K needs to be validated.

Equipment - take \$117K out. Target balance should be \$150K. Does not need additional funding.

Food Service Vehicles were discussed. Food Service should be responsible for their own vehicles. We are in year three of five in the food service contract. Tim Grossi said that one vehicle will be needed. Greg Kriebel said that he did not feel additional funds should be added to this fund. \$26K should be budgeted for a van.

Energy Trust - buyout of solar is roughly \$630K. 100K per year will be needed. Funding \$100K in this fund was suggested. Target fund balance should be \$650K.

Where does the near \$4M in trust funds sit? Is it interest bearing? Kimberly Saunders said that the Peterborough Trustees of the Trust Fund hold the funds. Discussion took place about providing additional target balance guidance to allow for improved investing.

Technology Trust (proposed) - do we need a separate account? This would be in addition to technology funding in the budget. \$100K to \$150K was proposed for this fund with a TBD target balance. Over \$300K for hardware and \$106K for software is in the budget plus additional software. Mark Schaub would be asked for warrant language with a \$250K placeholder for the time being.

Athletics Co-Curricular - no additional monies needed. A concession stand will be added to the spreadsheet.

Upping the building capital by \$500k for the parking lot was discussed. \$500K/\$250K in two separate warrant articles was proposed for building capital.

Priority is \$500K for building capital. Health maintenance second, energy third, \$250K building capital fourth, and technology fifth.

Capital Improvement Plan Policy – Katherine Heck shared a proposal for policy. It will allow for institutional knowledge to remain. Katherine suggested that the committee read through the proposal before the December meeting.

The SKIP building needs to be on a future agenda.

Atrium roofs budgeted at \$593K. Updated is \$606,700 bid (\$101K for GBS, \$505K for SMS). Need to Sign an agreement to get in line. No option to go out to bid. Sole source.

**6. Review of Budget & Property Action list**

Integrated into agenda item five.

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

**a. Legal**

**Katherine Heck moved to enter into Non-Public Session in accordance with RSA 91-A:3,II at 7:42 p.m. for matters of student safety.**

**Greg Kriebel second. Unanimous on a roll call vote.**

**Katherine Heck moved to exit Non-Public Session at 7:48 p.m. Greg Kriebel second. Unanimous.**

**Katherine moved to seal the minutes of Non-Public Session for 5 years. Greg Kriebel second.**

**Unanimous.**

**Katherine Heck motioned to adjourn at 7:49 p.m. Greg Kriebel second. Unanimous.**

Respectfully submitted,

Brenda Marschok