

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

**CONTOOCH VALLEY SCHOOL DISTRICT**

**BUDGET & PROPERTY COMMITTEE**

**Tuesday, April 12, 2022**

**6:00 p.m.**

**Physical Location: SAU Board Room**

**Minutes**

**Committee Members:**

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

**Present:** Richard Dunning, Alan Edelkind, Jim Fredrickson (e), Katherine Heck, Lori Schmidt, Dr. Kimberly Saunders, Nicole Pease

**1. Call meeting to Order**

**Jim Fredrickson called the meeting to order at 6:04 p.m.**

**2. Approval of March 22, 2022 Minutes**

**Dick Dunning moved to approve the minutes of March 22, 2022. Alan Edelkind second. Unanimous.**

**3. Modernization Project – Status**

The RFP for the middle schools and high school is out and is posted on the website. Jim Fredrickson asked if the RFP could be shared with the committee. Confirmed. Key dates were shared. Site visits are this Friday, April 15<sup>th</sup>.

**4. Facility Policy Review (FA, FAA, FE)**

Comments? Questions?  
Katherine Heck said that the policies look good in her opinion. They intertwine. These policies will move to the Policy Committee. Amendments to A. in Policy FAA were made.

**5. Capital Improvement Plans – Policy & Procedures**

Policies DID and DID-R were referenced.  
An Equipment Disposal Form may require an additional appendix. Katherine heck reported that DID-R looked good as well.

Consistency in setting dollar amount thresholds for capitalization and bidding etc. is favored. This may move to Policy Committee.

**6. Trust Fund Summary (updated to reflect past and pending approvals)**

There are five (5) Public Hearing next Tuesday night. This information was requested for those hearings.

The hearing for Technology is posted inaccurately. It will be reposted and held at another time. The others will take place on Tuesday.

**7. PES Outdoor Learning Space**

PES Outdoor Learning Space pieces have come in about what the specifications are and what the space will look like. More information to come in May.

**8. Hancock Elementary School Pavilion Construction Update**

Nicole Pease reported that on November 1<sup>st</sup> she went to the Hancock Select board and learned that this project would go to town meeting and that there would be no cost to the town because the Hancock Daniels Trust Fund interest would cover this.

This project was approved by ConVal and went to public hearing where \$85K was approved.

Tim Grossi then reached out to the Hancock Town Administrator to find out the next steps. Tim received feedback that this did not go on the Town Warrant. According to the town, nothing can be done for a year to see if the town supports it.

Katherine Heck said that a Public Hearing to accept the funds and act on moving forward rather than waiting a year could take place by the town. Katherine agreed to discuss with Jonathan Coyne.

**9. Other**

Jim Fredrickson asked if the \$1.00 per year has been paid to the Town of Hancock for the lease of land. Lori Schmidt said that she is researching to see if a lump sum had been paid for a period of years.

Financial reporting formatting was discussed. No change is proposed.

Are there advantages to changing it?

Taking the FY'23 budget and presenting in both function code and object code for comparison purposes was suggested.

More information will be brought forward at the June meeting.

Jim Fredrickson asked if a Warrant Article 01 on the proposed budget should be based on the operating budget or gross budget.

Lori Schmidt said that legal is adamant that it be presented in gross basis budgeting per law. It will remain as it currently is per RSA32:5

Jim asked about a FY'22 fund balance for this year; any projection? Kimberly Saunders said that she anticipated an estimate would be available mid-May.

Trust Fund Investing was discussed. The Trustees have a policy and ConVal has a policy. ConVal has established target balances. It was suggested to invest the target balances with a little higher risk and yield. Plans for the fund could be shared with the Trustees.

A recommendation from Lori Schmidt and Kimberly Saunders on various investment options was asked.

This will be shared at the next Board meeting.

**Dick Dunning motioned to adjourn at 6:49 p.m. Alan Edelkind second. Unanimous.**

Respectfully submitted,

Brenda Marschok