

SANBORN REGIONAL BUDGET COMMITTEE
APPROVED MEETING MINUTES
THURSDAY, October 27, 2016

A meeting of the Sanborn Regional Budget Committee was held on Thursday, October 27, 2016. The meeting was called to order at 7:30 pm. The following were recorded as present:

SRSD BUDGET COMMITTEE

Annie Collyer, Chairperson
Charlton Swasey, Vice-Chairman
James Doggett
Sandi Rogers-Osterloh
Ami Faria
Cheryl Gannon
Jack Kozec
Tammy Gluck, School Committee Representative

The meeting began with a salute to the flag.

INTRODUCTION OF GUESTS

Ms. Collyer welcomed the members of the public in attendance.

REVIEW OF AGENDA ITEMS

Ms. Collyer reviewed the upcoming budget presentation dates with the Committee members.

Ms. Gluck clarified that it is the School District who hosts the Deliberative Session and the warrant articles presented and it is the Budget Committee who presents one warrant article on the budget. The Moderator runs the meeting. The Budget Committee presents the warrant article on the proposed budget to the community.

Ms. Collyer proposes we, as a Committee, make the recommendation to the people in the District that we hold the deliberative session in Newton this year.

Jack Kozec made a motion to recommend holding the deliberative session in Newton this year. Motion seconded by James Doggett.

Ms. Gannon is concerned about the seating and parking there. She said it is inadequate for the number of people we had last year. Ms. Collyer informed her the capacity is 400 and we had 300 in attendance last year.

Ms. Faria stated they need to have space to accommodate babysitting during the deliberative session. Ms. Gannon stated the seating would be uncomfortable having to sit in bleachers as opposed to the seating we have in the auditorium.

Ms. Faria is not nearly as comfortable with the set up there as she is with it here with regard to the facility and the accommodations. She stated that we can offer babysitting in a location that parents can be close to where their children are.

Ms. Gluck said the Newton gymnasium has a poor sound system and does not have comfortable seating. She doesn't support having it there and added we should use space that is most comfortable for a school district meeting.

Mr. Kozec explained he proposed the warrant article regardless of issues with seating. He believes the location should alternate every year as the warrant article proposed.

Ms. Collyer said she thinks we should be responsible to the advisory of the warrant article that passed and have alternating years.

Ms. Rogers-Osterloh believes it is only fair to alternate between the two towns since we are two towns working together.

VOTE: 6-2 (Gluck, Faria opposed) Motion passes

Acceptance of Budget Process

Ms. Collyer reviewed the acceptance of the budget process.

Ms. Gluck questioned whether it is the Chair who finalizes the presentation for public hearing as indicated on the agenda, or is it the Budget Committee who does that. Ms. Collyer said it is the Budget Committee. It is more a matter of consultation.

Ms. Collyer aims to have the proposed budget by December 8th and if we find there are substantial questions still outstanding, she proposes we get those questions answered with the understanding we may go to December 15th or 22nd.

Ms. Gannon asked if we received any response to having department heads coming to the budget committee meetings? Ms. Collyer said no response to that has been received.

Mr. Swasey stated the teacher contract is not included in the budget process. Ms. Faria explained that last year it was received very close to the hearing. We had the contract along with the changes and that was fine with her. Ms. Faria stated at the January 19th meeting, we could review the warrant articles and vote as a Budget Committee on them or we could try on January 5th if we have the information then. The Committee was in favor of that.

Mr. Kozec wants to see the actual changes in the teacher contract. Ms. Collyer informed him we get all the changes and they are highlighted for us. We are provided the old contract and the new one with the changes highlighted.

Ms. Faria stated that hopefully the negotiations go well and we get the contract in not as a tight a time frame as last year.

Review of Budget Information Request Status from Administration

Ms. Collyer stated we lodged a complaint against the School Board on the 15 Budget Committee motions requesting specific information. The results are a letter which has been received in paper but not yet electronically. She explained the School Board dismissed our complaint because we didn't go through the process of calling Dr. Blake on those specific motions and trying to resolve them ahead of time. She explained that Mr. Masson is working with Ms. Collyer and Dr. Blake to get some of the information and responses to the motions.

Ms. Collyer said we have received information on the technology and athletics, building and maintenance, and information on the elementary, middle and high school. We have not received any answers on the District questions yet. Ms. Collyer said we want to make sure we have the latest information when we make our presentation.

The Budget Committee reviewed the NESDEC enrollment projections.

Ms. Collyer reviewed the responses to the 15 Budget Committee motions.

Motion #1: We did not get the cost per sport but the Budget Committee was OK with the answer.

Motion #2: Has been answered

Motion #3: Has been answered. Ms. Gluck explained the CIP was just received and depending on the level of detail is included, they want the cost per building. The Committee is willing to wait for the presentation on the proposed budget by the Superintendent.

Motion #4: Has been answered

Motion #5: Has been answered

Motion #6: Has been answered

Motion #7: Has been answered

Motion #8: The Committee is satisfied with the additional information. Ms. Gluck asked for clarification. Ms. Collyer explained she wants to review the position of Math Coordinator. She would like to be provided with justification for this position and any other information they can provide.

Motion #9: Has been answered

Motion #10: Has been answered

Motion #11: Has been answered

Motion #12: We have received the enrollment numbers. We need the October 1st numbers of course request tally by each section at the Middle and High School. Ms. Rogers-Osterloh said it would be more simple to request the actual number of students in each section of each course being taught in the high school.

Motion #13: Has been answered

Motion #14: No response provided to the motion requesting department heads be allowed to come at the request of the Budget Committee to meetings to answer questions after the presentation of the budget is made. Ms. Collyer will follow up .

Motion #15: Clarification to the motion is being requested. The Committee reviewed Ms. Collyer's clarification. Ms. Faria suggests this year's budget to be presented by school and separately. It will include the same numbers by department. Ms. Faria stated what is most relevant, is the budget we are planning for the next fiscal year, and we won't have that until November 9th.

Review of Historic Budgets for Middle and High Schools

Mr. Doggett stated with the declining enrollments, they should see sections being reduced. Ms. Gluck explained when there is a decrease in staff, there is a decrease in course offering to the students at the high school. Ms. Collyer said we will get into that when doing the specific proposals for the budget. Ms. Collyer requested that the Committee members send her any comments they might have on this.

Planning for Public Forum

The public forum is scheduled for November 6, 2016 at 1:30 to be held at the Kingston Town Hall. The moderator will be Ellie. Ms. Gannon will provide some snacks. This public forum has been announced in the local newspaper and on facebook. The Committee discussed the format of the public forum. Ms. Gannon prefers an informal set up with the Budget Committee mostly listening to the public.

A microphone will be needed and a projector if possible. If they can get a camera, the forum could be videotaped. Ms. Gluck suggested having the group arranged in smaller focus groups. Mr. Doggett thinks it would be best sticking with something basic because they only have two hours to receive input and this is more of a listening session for us.

Ms. Faria is comfortable going with the suggestions of the Moderator. Ms. Gannon likes the idea of having a statement up front on the purpose of the public forum. Ms. Faria believes this forum would also be a good opportunity to invite the public to attend the public meetings.

Ms. Rogers-Osterloh read the flyer that was distributed on the public forum and it states that the Budget Committee is soliciting the public's input.

It was agreed that the Committee will need to wait to see the number of attendees before determining the set up. They will then report the results of the forum to the community.

Ms. Collyer stated the results of the forum will be given at their next meeting on November 17, 2016.

Public Comment – No comments from the public

Committee Comment

Ms. Gluck provided an update on the School Board meeting. She stated they received a draft of the facility study for the CIP 2017-2022. They had a brief discussion about the budget and the Superintendent's budget presentation on November 9th. The School Board was in agreement with the timeline. The School Board had asked about the public forum that is planned.

Ms. Gannon read a statement from "Basic Law of Budgeting" regarding having department heads come to the budget meetings. Mr. Swasey stated that was just interpretation.

Ms. Rogers-Osterloh read the RSA which states department heads are not required to attend budget committee meetings.

Mr. Doggett asked for an update on their request to receive monthly statements on actual expenses vs budgeted expenses. Ms. Collyer stated we should be getting them and will follow up on the manifests to be sent.

Approval of Minutes – 10/13/16

Mr. Doggett made a motion to approve the October 13, 2016 public minutes as written. Seconded by Ms. Faria. VOTE: 6-2 (Gluck, Kozec abstained) Motion carries

Next Meetings

Public Forum – November 6, 2016

Ms. Faria and Ms. Gluck will not be able to attend the Public Forum. The Committee agreed this will be a meeting that will need to be posted since they will have a quorum.

Ms. Collyer requested committee members send her questions they have on the Superintendent's presentation.

Mr. Swasey asked about the process and what to expect at the Superintendent's presentation. Ms. Collyer explained this to him. Mr. Doggett said it would be nice to have the budget given to them a few days in advance.

Ms. Gannon described the presentation to Mr. Swasey and indicated the Superintendent provides an overview with the bottom line number and the department heads will then provide justification of their requests.

Mr. Doggett indicated they have been promised a line item budget. There should be code numbers at the top of each page.

Non-Public Session – there was no non-public session

Adjournment

Mr. Doggett made a motion to adjourn the meeting. Seconded by Ms. Rogers-Osterloh.

VOTE: 8-0 Motion passes

The meeting adjourned at 9:22 pm.

Minutes submitted by,
Linda Mahoney