

**SANBORN REGIONAL BUDGET COMMITTEE
- MEETING MINUTES
THURSDAY, JANUARY 7, 2016
*APPROVED***

The meeting was called to order at 7:30. The following were recorded as present:

BUDGET COMMITTEE

Cheryl Gannon, Chairperson	Barry Gluck
Patricia Stephan	Ami Faria
Beth Scanlon	Annie Collyer (arrived 8:05 pm)
James Doggett	

EXCUSED: **Nancy Ross, School Committee Representative**

ADMINISTRATORS **Carol Coppola, Business Manager**

The meeting began with a salute to the flag.

REVIEW AGENDA/ADDITIONS - There were no additions to the agenda.

PUBLIC COMMENT – Ken Wyler of Kingston, NH stated he was attending the meeting because he would be unable to attend the Public Hearing on January 14, 2016.

COMMITTEE COMMENT – There were no committee comments.

REVIEW AND APPROVAL OF MINUTES

MOTION to accept the minutes of December 17, 2015 was made by Mr. Gluck. **Seconded** by Mr. Doggett.

The Committee reviewed the minutes and made some amendments. **VOTE:** 7-0-0 Unanimous

SCHOOL BOARD REPORT

Ms. Gannon stated that at the previous School Board meeting when Ms. Ross informed the Board of the amount the Budget Committee approved, there was basically no comment from the Board. The School Board discussed possible warrant articles. Mr. Mason proposed to establish a capital reserve fund.

Ms. Coppola explained we currently have an Expendable Trust for facility maintenance. They want to expand what can be included because currently they can only expend the money for unanticipated expenditures. The School Board is seeking legal opinion at this point.

Ms. Coppola updated the Committee on the tentative Professional Staff agreement. The School Board ratified the agreement for 2 years. The increase for FY17 is \$404,655 and the increase over FY17 would be \$506,701 for FY18. This is a 1.75% increase plus a step. For staff at the top step, they would get a \$1,000 increase instead of 1.75% (it was \$750 in the previous contract). They have a 16-step scale. Ms. Coppola explained this is factored into the \$404,655. If the contract passes, the other significant change is that all teachers will be moved to a high deductible health plan.

OLD BUSINESS

Community outreach: Survey Update

Ms. Faria informed the Committee there have been 75 respondents between both towns. She doesn't feel there have been any significant changes with the new respondents.

NEW BUSINESS

2016-2017 Slideshow Presentation Draft for Committee review

Ms. Gannon suggested having index cards with pens provided at the Public Hearing for those who have questions but are not comfortable speaking in public. At the end of the public hearing, the cards can be collected and the Committee can post the responses to the questions on their website.

Mr. Gluck would like to have them required to write their name and town on the card. Ms. Gannon agreed but to let the people know their names won't be included on the website. The Committee was in agreement with this.

The Committee went through the slides and made comments and revisions.

Slide #6 – The word was changed to Highlights. They agreed to include highlights #2, #4, #13 and #17 from page 8 in the budget book & add another slide.

Slide #8 & #9 – They will include the source of the information they have on the slide. Mr. Gluck suggested the State and County Averages be taken from 2013 as a comparison, the same year as the statistics are from. They will include population from the year 2000 instead of from 1970.

Slide #10 – Voter Concerns: It was the consensus of the Committee to remove this slide.

They reviewed the slide regarding FY2016-17 Budget. Ms. Coppola provided correct figures. The word "proposed" will be used and replace "last year" with FY 2014-15.

Mr. Gluck suggests breaking this into two slides. Ms. Stephan will change this information into a table. They will indicate \$35,397,880 as being the school board's number.

Slide #11 – It was the consensus of the Committee to remove this slide.

The slide, "Budget Increases/Decreases" is a snapshot and only includes significant differences in the budget. Mr. Gluck said the total shouldn't be included if it doesn't include the total number of increases/decreases. It should be clear this is what the Superintendent has proposed. The Committee agreed to add the title of the slide as "Superintendent's Proposed" Budget".

Ms. Coppola read the RSA that pertains to what must be disclosed at Public Hearings. Any warrant article appropriating funds must be presented at the public hearing.

It was the consensus of the Committee to remove the Professional Staff Contract slide as the contract will be presented by the School Board later in the evening.

Slide #12: Ms. Stephen amended the title to "Superintendent's Proposed District-Wide Capital Plan". Ms. Coppola referred to the budget book to reconcile the numbers and the costs were amended for a total of \$562,968.

Slide #13: The title was changed to "Superintendents' Proposed New Budget".

Ms. Collyer suggests having a slide for Capital Improvement Plan.

The Committee recessed at 9:15 pm and reconvened at 9:25 pm.

Ms. Coppola excused herself from the meeting at 9:25 pm.

Slide #14 will become “Superintendent’s Proposed Capital Improvement Plan” and the capital improvements will be categorized. Ms. Stephen referred to page 250 in the budget book for the information. She will use the main categories listed on page 250.

It was the consensus of the Committee to remove slide #15, “Budcom Research on Vote”.

The new slide #15 and #16 will become “Where Do District Funds Originate”. They were in agreement with the approximate percentages being used.

Slide #17: Impacts to Revenue was discussed and some amendments to the wording were made.

No changes were made to Slide #18.

Slide #19: Biggest District Expenditures from page 70 in the budget book will become 2 slides.

Ms. Stephan will use the table and then a visual with a pie chart.

It was the consensus of the Committee to remove the “Challenges” and “Biggest District Expenditures” slides.

The Unexpended Funds slide will be moved to later in the presentation.

The Committee will provide the Budget Committee’s Recommendation and Tax Impact.

There were some remaining slides the Committee had to review, however, it was nearing 10:00 pm so they discussed whether to hold an additional meeting or handle the review of the remaining slides via individual email.

Mr. Gluck commented that he is comfortable with Ms. Gannon amending the format of the presentation and using her discretion to make changes.

It was decided to have Ms. Stephan make the amendments they agreed upon this evening and email the Committee members with the updated slide presentation. Ms. Gannon asked that once they receive the updated slide presentation from Ms. Stephan, members review the remaining slides and email her individually with questions or amendments they may have.

PUBLIC COMMENTS – No public comment

MOTION to adjourn the meeting was made by Mr. Gluck. Mr. Collyer **Seconded**. **VOTE:** 7-0-0 unanimous.

The meeting adjourned at 10:10 pm.

Minutes submitted by,
Linda Mahoney
Recording Secretary