

Approved Minutes
Nottingham Budget Committee Meeting
12/19/19

1 Call to Order

2 Members Present: Michael Koester (Chair), John Decker (Vice Chair), Tim Dabrieo, Lee
3 Lederer, Tom Leveille, Sandra Jones, Benjamin Bartlett (Select Board rep), Roslyn Chavda
4 (School Board rep), Karyl Martin

5 Absent: Erin Maskwa Michelle King

6 Others: Scott Reuning, Nathan Byrne, Susan Levenson, Kathy Brosnan, Chris Sousa

7 Chair opened the meeting at 6:30pm.

8 Committee Reports

9 *School Facilities*

10 Mr. Koester and Ms. Jones said they met with Amy Clark who works for the Dept. of Education
11 to discuss capital aid for building projects. The state is committed to several projects already.
12 The cap, for all projects is \$50 million per year, which includes obligations for prior projects
13 with outstanding bond balances. They are still paying existing bonds. 2008 is the last time the
14 state awarded money. In 2013, they rewrote the rules. With the new program they give out 80%
15 up front and then 20% when the project is completed. \$32M is already committed out of the
16 \$50M for 2021. They have starting to award money with their new program. The state gives
17 ‘points’ out to the projects and that is how the money is awarded. Nottingham is submitting their
18 application by July 1. Once all applications are in, the state will begin looking at the various
19 points available to each school to rank them. By Feb of 2021, they will have the rankings
20 available to see who gets money. If Nottingham is awarded money, the construction would begin
21 July 2021. Mr. Koester said that building classrooms for preschool in the school wouldn’t
22 qualify for the aid. Mr. Reuning said that they could use the old space for the preschool and then
23 build new space for other programs. The state does not allow districts to switch those rooms for
24 20 years or the state will take its money back. The architect estimates the cost for the addition to
25 be about \$5.1M.

26 **Capital Improvement Plan**

27 Ms. Lederer said the meeting was snowed out. Dec. 30 will be the next meeting. Mr. Koester
28 asked if they had anything for in the 5-6 year time frame for the solar array. Mr. Decker said it is
29 in the CIP for 2024.

30 **School Update**

31 **1st Draft of 2020-2021 School Budget**

32 Dr. Chavda introduced the School Board and school admin.

33 Mr. Reuning went over the Proposed Budget 20-21. The tuition increases are in the updated
34 budget. Mr. Reuning explained the preschool process. 50% are typical students and 50% are
35 identified students. Northwood and Nottingham split the costs split the cost 50/50 for the

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upcoming year for preschool. Mr. Reuning said in the future it would be more cost effective for Nottingham kids to go to preschool in Nottingham. Mr. Sousa explained that the softball field has been fenced off at the school and has a very limited amount of parking which is not on the actual softball field any longer. Mr. Sousa explained that the access to the software for textbooks is in the book line if the text book is purchased with it. Otherwise it's just in the software line if it doesn't include a book. Mr. Reuning said the assistant principal salary line was increased to remain competitive; the salary increase is up to 3% based on review but shows in the report as 5% because of the adjustment. Mr. Sousa said there is reoccurring maintenance that needs to be done in the Repairs and Maintenance Building line including repairing doors/windows. Mr. Reuning said he will create a separate report for trust fund balances otherwise it will add to the totals of operating budget.

Mr. Reuning went over the High School Nottingham Proposed Budget 20-21. It represents 33% of the total operating budget. The high school costs rose 7.65%. The elementary increase is 2.9%. Dr. Chavda noted that there is no control over the high school budget. There are no longer '5 move-ins' line added to the budget. The town pays cost per bus not per student. Mr. Decker asked if the town has to provide a bus for high school students. It does not. Mr. Koester said there is typically an overage to high school tuition line. Mr. Reuning said there are three main factors that influence the surplus: the amount of what the district has at end of last year, unanticipated revenue, and cash at beginning and end of the year. Ms. Levenson said that all three towns had larger than normal surpluses. Mr. Reuning said the medicare reimbursements also lag which creates a revenue for the following year. This the 2nd year of the new auditor as well, and they are finding things that the previous auditor did not find. The Dover high school tuition in the proposed budget is an estimate and may be low. The School Board did negotiate a lower rate with DHS for this year. Ms. Levenson said typically the CBNA rate increase percentage is lower than DHS.

Mr. Reuning passed out the Nottingham Default Budget 20-21. It is a difference of \$66k lower than the proposed budget.

The Estimated School Tax Rate information was distributed.

Warrant articles were distributed. Article 1 is school district officers. Article 2 is the school operating budget. Article 3 is the teacher contract. Article 4 is a special meeting if Article 3 is defeated. Article 5 is the textbook capital reserve fund. Article 6 is the building repair capital reserve fund. Article 7 is the grounds improvement capital reserve fund. Article 8 is the special education capital reserve fund. Article 9 is the architectural and engineering services to develop plans for an addition, renovations and improvements to Nottingham School. Mr. Decker asked if the softball field could use some of the money from grounds improvement capital reserve fund. Mr. Sousa said if the School Board agreed to that. Mr. Koester asked about the meeting with the BOS and School Board. Ms. Levenson said the BOS will get back to the School Board about the use of the school's portion of impact fees.

Mr. Reuning distributed Estimated Revenues 20-21.

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75 *Other School Updates*

76 **Town Updates**

77 Mr. Leveille asked about the “merit increase” line and how that was different than COLA
78 adjustments. Mr. Decker said that there were no COLA adjustments and this line is a place
79 holder for the non-contract town employee merit increases but there is no spending from this
80 line, it is spent in the employee salary lines. There was discussion about what department heads
81 will come to present at the BC. Mr. Koester had questions about town clerk fees. Mr. Bartlett
82 spoke about the new town vehicles.

83 **Approve Minutes**

84 **Ms. Jones made a motion to approve the public minutes from 12/5/19 as written. Ms.**
85 **Lederer seconded. Unanimously approved by a vote of 5-0 with 4 abstaining.**

86 **Dr. Chavda made a motion to cancel the January 2 meeting. Mr. Leveille seconded. It was**
87 **unanimously approved by a vote of 9-0.**

88 **Review Action Items for Next Meeting**

89 **Other**

90 *Parting Thoughts*

91 *Next Meeting*

92 **Adjourn**

93 **Mr. Decker made a motion to adjourn at 9:15pm. Ms. Jones seconded. Unanimously**
94 **approved by a vote of 9-0.**

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