

Minutes
Nottingham Budget Committee Meeting
June 20, 2017

Members Present: Jennifer Biron, Suzanne Edin, Miska Hadik, Carrie Lee, Anthony Dumas – BOS Rep, Sue Levenson – School Board Rep

Excused Absences: Karyl Martin **Unexcused Absences:** Erin Maskwa, Les Thompson

Other in Attendance: Secretary Dawn Calley-Murdough, Michael Koester

Mr. Hadik called the meeting to order at 7:11 pm, asked all those present to stand for the Pledge of Allegiance, and introductions were completed.

Election of Chair, Vice Chair and Appointed Member:

Motion: by Ms. Biron, second by Ms. Lee to appoint Michael Koester as a member of the Budget Committee from June 20, 2017 to March 2018.

Vote: 6 – 0 in favor.

Discussion took place about the duties required of the Committee Chair and the members that would or wouldn't consider accepting the nomination.

Motion: by Ms. Edin, second by Ms. Biron to nominate Miska Hadik as Chair.

Vote: 5 in favor. 1 abstained.

After discussion the committee decided to postpone election of the Vice Chair position.

Approval of Minutes

Motion: by Ms. Lee, second by Mr. Dumas to approve the February 16, 2017 minutes as amended.

Vote: 5 in favor; 1 abstained.

4th Quarter 2016/2017 School Financials: Ms. Levenson stated she is able to provide committee members the May financials, but the School Board will review June 2016/2017 financials at their next meeting. The approximate year end surplus is \$376,617.48, which is expected to be further adjusted with the school warrant articles, and the School Board hasn't yet taken a position on the 1.5% savings.

The School Board decided to complete additional building maintenance, specifically in areas of building safety and security, as well as moving forward with the one to one school technology plan. The Fire Alarm will be repaired with an approximate cost of \$65,000.00, the intercom system will be upgraded with an approximate cost of \$25,000.00, and a new entrance vestibule will be built to secure the building entrance at an approximate cost of \$9,500.00. The School Board will also spend an approximate \$20,000.00, after received grants, to complete the purchase plan of chrome books, which will begin to allow the 7th and 8th grade students the ability to bring their computer equipment home. The School Board is also looking at cameras for inside and outside the school building, and a current quote is being reviewed.

Ms. Levenson stated the School Board is looking to improve the building security, without going overboard on expenses. The school is currently grandfathered and not required to make any other additional building upgrades, such as a sprinkler system, with small interior renovations. However, if the school has other changes, such as an addition, the new building codes will need to be followed.

Ms. Levenson reported on additional financial data, stating the audit should be completed in the fall, the lunch program had an approximate \$33,000.00 shortfall that will require a transfer from the surplus. The lunch program must be funded and the School Board will continue to look at ways to try and prevent the program from being under funded. Less than anticipated lunch sale revenues

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were received, the federal childhood nutrition program funds haven't been received, and the state childhood nutrition was received and is slightly higher than expected.

Nottingham has received additional revenues in the approximate amount of \$49,000.00 from the State of NH for the student adequacy funding grant. This increase revenue is a result from the City of Dover lawsuit against the State of NH that previously capped aid amounts provided to towns based on student enrollments that were, in some cases, less than an actual number of students. The amount of money received from the lawsuit will only go back one year, despite being underfunded for multiple years.

General discussion took place about the financials, including methods to try and more accurately estimate the food service revenues and expenses.

General School Updates: Ms. Levenson reported the School Board will seek to continue holding community education/information sessions. The prior classes, Opioid Epidemic, Resilience Training, How to Work with Anxiety, were well received with a positive response.

Playground equipment has been purchased and construction to expand the play area has taken place with tree removal, grounds leveling/grading, and grass seeding, with a total approximate expected cost of \$65,000.00. New picnic tables have also been ordered.

The town provided help in clearing out the area in front of the propane tank, giving the delivery truck easier access to the tank. The school follows safety procedures and allows delivery of propane when students aren't in school.

Positive work continues to be seen from the Curriculum Director, including introduction of activities to help prevent the "Summer Slide" with students; information is available on the school website and the school channel 13. There has been effort to coordinate activities with the Blaisdell Memorial Library and the library summer reading program.

The estimated Health Insurance rates were received, at a lower than anticipated amount potentially reducing the amount of health insurance expenses.

The School Board continues to work with the Planning Board for the use of School Impact Fee funds. This includes a study to determine if the funds can be used on the existing building or only on an addition. The School Board also continues discussion regarding the topic of full-day kindergarten and the space needs, in relation to impact fee funds.

Student bus transportation continues to be a big topic, especially with the nationwide lack of drivers. The School Board is working with the transportation company to try and fill the empty driver position.

The Joint School Board is also reviewing the SAU #44 surplus to try and determine if any of those funds can, and should, be returned to municipalities.

Interviews for the vacant Vice Principal position will take place at a future meeting with the expectation to hire very soon. There are also some expected retirements at the end of the school year.

2nd Quarter 2017 Town Financials: Mr. Dumas reviewed the summary of the departmental breakdown of the town financials, which were through June 19, 2017. Almost all departments are falling exactly where they should be at this time of the year. The two exceptions are the Legal Account because of the USA Springs situation and legal assistance needed on a property tax appeal, and the area being closely watched is Highway Department Account with winter plowing expenses. The Highway overages will be offset by lower than expected sand and salt expenses, and by reducing the work in the Shim and Sealcoat road repairs.

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Mr. Dumas reported the Road Agent is retiring and the town expects to hire a new employee who will work with the Road Agent for at least four to six weeks before John Fernald's final retirement date.

Social Services will be paid after July 1st. There has been no request for funds by the Historical Society.

General Town Updates: The Police cruiser was just picked up, the building siding is currently taking place in front of the Police Department, the camera system upgrade has already taken place at the town offices and recent vandalism at the Town Beach may mean more cameras or other security options at that location.

Personnel expenses are expected to be on track. However, the Fire Department has a vacancy and the Library is also seeking a new director.

Mr. Dumas reviewed the contingency Warrant Articles, #9, #10, and #11, which were used to help the town deal with the USA Springs situation. The town did take ownership of the property and Article #11 has been activated, and that warrant article may allow the legal overages to balance out. The town has hired an environmental consultant to review previous tests that identify potential contamination issues. Mr. Dumas reviewed the statutory three year buy back requirement the town must provide the prior owner, and or other interested parties. The town during this time is unable to take any action that could be consider to "reduce the value" of the property.

The major highway department project for 2017 was to reconstruct Lakeview drive, and part one of that construction is now complete.

Ms. Levenson expressed her appreciation for the significant amount of work that was completed to improve the condition of the road; it was done really well and appear to have very positive public responses.

The town is waiting on the grant proposal for construction/repairs on the Dame School.

The new Ambulance has been ordered, along with the new equipment that will go with the ambulance.

OTHER BUSINESS: Discussion took place about the next meeting date and the committee decided to meet on September 14, 2017 at 7:00 pm. Mr. Koester reminded the committee sub-committee members will need to be selected.

ROUNDTABLE: None

ACTION ITEMS:

Town:

School: Has the school installed security to identify if building doors are left open?

ADJOURNMENT: Having no further business,

8:53 PM Motion: by Ms. Edin, second by Ms. Lee.

Vote: 6 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough