

FREMONT BUDGET COMMITTEE MEETING
Fremont Town Hall
295 Main Street
Fremont, NH 03044
November 9, 2016
7:00 PM

I. CALL TO ORDER

Chair Mary Anderson called the November 9, 2016 Budget Committee meeting to order at 7:00 PM on the first floor of Fremont Town Hall. Present were: Budget Committee Chair Mary Anderson, Mark Kidd, Gene Cordes, Mike Nygren, Pat Martel, and Joe Miccile, School Board representative Jennifer Brown, School Superintendent Betsey Cox-Buteau, and School Financial Administrator Susan Penny.

II. APPOINTMENT: SCHOOL BUDGET PRESENTATION

Superintendent Betsey Cox-Buteau and School Financial Administrator Susan Penny helped review the FY18 school budget.

Points of interest include:

- The estimate from Sanborn includes an increase of 4.42% for regular education and 4.7% increase for special education (this is less than expected but more than what the district currently pays).
- Health insurance GMR is 11.5%
- NH retirement is \$42,315
- Total increases for obligated items is \$468,371
- Spanish position from .6 to 1.0 FTE (there were not many applicants last year for the part-time position so this year the School Board put a full-time position in the budget for FY18)
- A third grade teacher was added this year so it will be in the FY18 budget.
- Ms. Anderson requested enrollment data for the last five years as of October 1st to see a trend.
- The amount to be raised by taxes is down; anticipated revenues of about \$200,000 are more than the current year.
- The plan is to return about \$400,000 in the form of fund balance. This was necessary to budget last year due to the GMR; \$100,000 is set aside for tuition now.
- About a 1% increase from last year

Operating budget:

- 1100 Regular Education
 - o 8.9% increase for salaries (increase for .6 to 1.0 FTE Spanish teacher; continued third grade teacher that was added this year due to a surge in third grade enrollment)
- 1200 Special Education
 - o 12.35% increase for health insurance and retirement, as well as obligatory placements and supplies. For para-professionals, there is an increase based on the 3-year agreement. The Teacher CBA will be in a Warrant Article this year; the para/custodian/secretary CBA will be in a Warrant next year.
 - o Catastrophic aid is awarded the year following the service.
 - o The line for tuition =Public High School Special Education Other includes: Timberlane and Epping, and Sanborn (up to \$33,500).
 - o Aide/tutor (dedicated nurse for a student at less expensive rate without benefits)
- 1400 Extra Curricular
 - o Increase of \$3,400 due to an increase in middle school athletic league games, referees, etc.
- 2200 Guidance
 - o Small increase in health insurance and retirement
 - o Reduction in nurse line of \$10,000 (hired at a lower rate)
- 2140 Psychology
 - o Reduction due to hiring at a lower rate
- 2150 Speech
 - o Increase due to new students with particular needs
- 2162 Physical Therapy
 - o Slight decrease
- 2210 Improvement of Instruction
 - o Slight decrease (contractual – need to budget as if everyone is doing professional development)

Committee approved on November 16, 2016

November 9, 2016

- Decrease in the library line (combined two teachers into one plus an assistant)
- Decrease in the computer technology line
- 2310 School Board
 - Consistent
- 2320 Superintendent Office
 - The School Board is working toward having a new part-time Superintendent structure.
 - The budget includes the original Superintendent salary, but the School Board removed the retirement cost.
 - There was discussion about the part-time Financial Assistant position going full-time to help alleviate the long work hours that are put on the Financial Administrator.
 - Mr. Cordes requested a spreadsheet without names of full-time and part-time current and proposed FTEs and related costs.
- 2330 Special Education Administration
 - Decrease of 1.63% (course reimbursement is down)
- 2400 School Administration
 - Increase of 1.35% due to benefits
- 2600 Operation of Plant
 - The District is looking at repairing or replacing the failing oil tank (cost of about \$60,000)
 - The Director position lowered to a Supervisor of Buildings & Grounds; the Financial Administrator does some overseeing.
 - Increase in electricity due to an increase in KW rate and usage
 - \$90,000 savings in transportation due to the reduction of the 9th bus

There was discussion about the reporting of the budget as regards the adopted budget from last year (2015-16) and the adjusted budget (2016-17) after adjustments were made. Ms. Anderson favored seeing what was proposed since the FY17 is not fully spent yet. Ms. Penny had done the header sheets per her request last year, though the School Board looks at the budget the way it is presented in the budget books. Ms. Brown noted that the School Board understood that the Budget Committee wanted to see a zero or below budget and they strived to budget accordingly.

Mr. Cordes noted that the revised 2016-17 budget of \$12.22 million includes \$41,000 (contingency) and \$110,000 (expendable trust fund); added together, this equals \$11.679 million, which is the operating budget with which the District is working. Dr. Cox-Buteau noted that the revised budget is as close as can be on what the District expects to spend in the budget lines this year. Ms. Penny noted that the bottom line of the revised and adopted budgets is the same, just with some fluctuations between lines.

There was discussion about the tuition trust fund, which the Budget Committee said was not intended to raise money for the GMR. An option to reduce the budget is lowering the projected tuition GMR percentage as was done a few years ago, though it is a risk. Ms. Anderson noted that the high school is showing up over \$512,000 but is really up only \$92,000 because \$400,000 has already been budgeted and appropriated.

Ms. Martel suggested having a column for “adopted” numbers. The Committee members will email questions to the Financial Administrator for the November 30, 2016 meeting.

III. APPROVAL OF MINUTES: NOVEMBER 2, 2016

Jennifer Brown made a motion to approve the minutes of November 2, 2016. Joe Miccile seconded the motion. Motion passed 6:0:2 (abstentions from M. Kidd and M. Nygren).

III. TOWN BUDGET INFORMATION

Regarding the Town Budget Report Spreadsheet, Mr. Cordes will inquire about the following discrepancies in the Board of Selectmen Recommended numbers: Town Clerk Tax Collector (\$63,568 or \$65,568) and the Police Department (\$512,837 (from 9/28/16) or \$516,842). The bottom line and warrant would need to be changed to \$2,819,626 as a result.

VIII. NEXT MEETING DATES: NOVEMBER 30, DECEMBER 7, DECEMBER 14

IX. ADJOURN

Gene Cordes made a motion to adjourn at 8:45PM. Jennifer Brown seconded the motion. Motion passed 7:0.

Respectfully submitted by, Susan Perry, Secretary