

Minutes
Nottingham Budget Committee Meeting
January 10, 2013

Members Present: Chair Donna Danis, Vice Chair Michael Koester, Chet Batchelder, Selectman Mark Carpenter, School Rep. Peter Perron, Korey Ferland, Jason Marcotte, Gene Reed, and Barbara Scannell, Barbara Walder, Jeff Wheeler

Other in Attendance: Secretary Dawn Wirkkala, Laura Clement, Joe Clement, Tom Sweeny, Lauren Chaurette, Jackie Snow, Jennifer Biron, Tony Dumas, Shelly Mailhot, Bev Bell, Daniel Bunker, Bonnie Patten, James O'Brien, Gail Mills, Chris Mills, Judy Doughty, Mary Bonser, Michelle Carvalho, Susan Levenson, Frank Markewicz

Chair Danis called the meeting to order and introductions were completed. Chair Danis reviewed the purpose of the meeting, the hearing for the proposed school budget; following a couple of months of hard work on the part of the School Board and Budget Committee, review of draft budgets, and are now presenting what is felt a good product for public comment. This process is to find a balance to meet the needs of the students while maintaining a reasonable tax burden for property owners.

Chair Danis stated she would not review the default budget, but it is available for review. The proposed budget will be reviewed section by section with mention of significant items. Chair Danis stated she would round some numbers and recommended citizens to consider a more in depth review of the narratives provided by the school board.

Chair Danis review how the meeting would proceed; there would be a review of the budget and then the warrant articles, an opportunity for brief public comments or questions, a closing of the public hearing, Budget Committee member questions and statements without public comments or questions, and then votes of recommendation.

School Budget Hearing:

Regular Education was increased an approximate 2%, or \$103,501.00; Teachers Salary is increased by their Collective Bargaining Agreement (CBA), Teacher Salary includes a math tutor and the summer program with an over all 3% increase in salaries, what appears to be a 70% increase in Substitute Teacher Salaries is an effort to budget that line based on actual amounts spent, all insurances and disabilities increases are due to a reduced amount of state funding, Tuition has shifted with a change of student attendance with a higher increase in numbers to Coe Brown versus Dover HS, Language Arts supplies is based on actual need, Music Supplies includes the purchase of new instruments for 6th grade students, increases in testing and reading supplies, and last the Classroom Textbooks includes new common core math books for all grades.

Ms. Levenson stated the originally requested amount for textbooks was higher but the amount was reduced to receive only new math books, addressing the need for the new curriculum.

Chair Danis stated the original first draft of the school budget reflected an overall 11% increase from the prior year, and the school board has made some good, tough and significant reductions to the most current totals.

Special Education was increased an approximately 25%, or \$347,665.00, and is one of the larger items in the budget. There are salary increases but also a shift in changing student needs. The bigger changes include the inclusion for a teacher of the deaf and this position will work in conjunction with the speech pathologist, to fulfill all areas of need. The new position will reduce

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the number of speech pathologists. Special Education Preschool includes an adjustment based on the numbers of students attending between the three schools, causing an increase. There is also a significant increase in the special education tuition for Coe Brown students.

Co-Curricular Salaries was increased an approximate 17%, or \$2,523.00; related mostly in stipends defined by the CBA.

Athletics was increased an approximate 15%, or \$3,203.00, and is again related mostly in stipends defined by the CBA.

Guidance was increased an approximate 28%, or \$33,399.00; includes one full time and one part-time counselor with CBA tract changes and anticipated retirement costs.

Health was decreased an approximate 5%, or -\$3,511.00. The part-time school position has been eliminated with an increase to the contracted services making up for the loss of help but at a lower overall cost. The Substitute Nurse remains but is under a separate budget line item.

Special Contracted Services was increased an approximate 54%, or \$39,100.00. This budget area includes contracted testing services, but the increase is mainly due to student need; there is less funding available and the town picks up more of the cost.

Speech was increased an approximate 24%, or \$30,394.00 and includes a new second full-time speech pathologists, with a coordination of duties with the teacher of the deaf assisting with duties as mentioned before.

Improvement of Instruction, which is investment in staff development, training, and workshops, was increased an approximate 15%, or \$6,812.00. The amount provided for course tuition reimbursement has been decreased and while teacher training will be offered, the amount now reflect what is closer to what may be used for training per prior year actual expenses. There are increases in service training/development workshops relating mostly to the new math program with the School/District In Need of Improvement (SINI/DINI) plan.

Library and Education Media was increased an approximate 2%, or \$2,130.00, which is due mainly to the salary and related expenses.

Computer Assisted Instruction was decreased an approximate 17%, or -\$4,871.00. The supply lines have been decreased, but there is an increase in the line for LCD projectors and replacement technology, for 16 new PC and a printer. There is also an increase in network software for new required filtering software.

Other Support Services Instructional Staff was increased an approximate 4%, or \$2,597.00 and is mostly related to salaries.

School Board Services was increased an approximate 1%, or \$585.00, and includes the contracted school district services audit and an increase in board members stipends.

SAU Expenses was increased an approximate 1%, or \$5,036.00 and represents the Nottingham share of the shared SAU operating budget.

Principals Office was increased an approximate 4%, or \$12,845.00; mostly salary for all staff.

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78 School District Bookkeeper was increased an approximate 4%, or \$1,944.00, again mostly a salary
79 increase.

80 Chair Danis stated one of the bigger changes was a 2% salary increase for all non-CBA employees,
81 and all other salary increases are dictated by the CBA.

82 Operation and Maintenance of Plant (School), for grounds and building was decreased an
83 approximate 6%, or -\$23,742.00 and reflects the hoped for expenses. Chair Danis stated there was
84 a review of the actual amount spent and the lines reduced as much as could be considered.

85 Transportation includes both elementary and high school students and includes sports and special
86 education, with an increase of approximately 8%, or \$53,513.00 over budget; over budget primarily
87 driven by special education costs. The School Board has created a transportation committee to
88 review ways for transportation to be more efficient and reduce costs.

89 There is no budget for Site Improvements; it was previously created and funded the architectural
90 fees for the prior proposed addition.

91 Food Service was increased an approximate 16%, or \$31,546.00, reflecting increases to salary, food
92 and milk and anticipated repairs to equipment. This is another area where the school board
93 reviewed actual expenses to establish a budget. Ms. Levenson stated the CIP was replacement of
94 kitchen equipment, and only some of the planned for replacements were included; not all of them.

95 Chair Danis stated there is an approximate increase of 6% overall of the proposed budget, with a
96 change of \$623,054.00, and the proposed budget is greater than the default budget.

97 Chair Danis reviewed the warrant articles; some that are standard and some without appropriations
98 that the Budget Committee can not make a recommendation for.

99 Article 1 is for officers.

100 Article 2 is for operating budget with a final budget number becoming available with the hearing
101 process completion.

102 Article 3 is for the collective bargaining agreement with the Paraprofessionals. Ms. Levenson
103 stated the contract had language changes and corrections, includes were concessions on the cost
104 structure and addition of Christmas as a holiday. It is a three year contract and Mr. Markiewicz
105 stated the pay structure was changed increased.

106 Article 4 is procedural in regards to Article 3.

107 Article 5 is to fund upgrades to the school security equipment. Mr. Perron stated this is response to
108 recent events and a consequent review of the school security measures for improvements.

109 Article 6 is related to the new math text books, and will only be applicable if the default budget is
110 passed rather than the recommended budget. Chair Danis explained this article is planned, because
111 the school is a SINI/DINI and math is a critical area, the books are needed regardless of the budget
112 adopted.

113 Article 7 is a proposal for the school to keep up to 2.5% of the current year budgeted amount of any
114 potentially unspent funds, which normally would be returned to offset the next years taxes. Mr.

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115 Markiewicz explained it would be the school keeping up to the 2.5% of the funds, for emergency
116 purposes, that would normally be returned to off set taxes for cases of emergency.

117 Mr. Koester asked why the Budget Committee is not able to recommend this article and Mr.
118 Markiewicz stated it a school district article and Chair Danis stated the law is clear in that the
119 Budget Committee can make recommendations on appropriation articles only.

120 Article 8 is for building capital reserve fund.

121 Article 9 is for the special education capital reserve fund.

122 Article 10 is to allow the possible tax impact of the proposed budget to be included with the actual
123 warrant article wording.

124 Article eleven is procedural for extending the term length of the school district Clerk, Treasurer, and
125 Moderator positions.

126 Chair Danis reviewed the revenues; Local Source revenues are expected to increase by an
127 approximate \$62,048.00 with the biggest changes coming from tuition and food service sales, State
128 Source revenues are expected to decrease by an approximate \$540.00 with the change coming from
129 catastrophic aid, Federal Sources are expected to increase by an approximate \$11,000.00 with the
130 biggest change coming from medicaid distributions. There were no changes to the expected
131 revenues from Other Financing sources.

132 Mr. Markiewicz stated information from the Department of Education is an anticipated increase in
133 the State Adequate Education Aid that is received in addition to the other revenues.

134 Chair Danis reviewed the potential tax impact has been included for both the proposed budget of
135 \$1.94 increase and default budget increase of \$1.73. There was clarification that if the proposed
136 budget passed the impact from Article 6 would not be included in the estimated increase.

137 Chair Danis opened up the hearing for public comment and questions.

138 Mr. Clements asked what happens with the remaining unspent funds at the end of the year. Chair
139 Danis stated currently the funds come back to the town as a credit to the next year budget. Mr.
140 Clements stated he feels the articles misrepresent the idea of the not having an impact on property
141 taxes, because while the funds aren't raised under the current budget the same amount of money will
142 still have to be raised for something else.

143 Mr. Batchelder and Mr. Koester stated the budget committee agrees with the opinion. Mr. Reed
144 stated the discussion has been held with Budget Committee members and it was stated the language
145 comes from the DRA website; there was a proposal for possible wording change during the
146 deliberative session as chances are the School Board would not make any changes.

147 Ms. Bonnie Patton asked about the decrease in science supply line, they are items that don't appear
148 to be re-usable. Ms. Carvalho stated there are some consumable that remain from the current year
149 or items that can be re-used.

150 Ms. Laura Clement asked for further clarification needed for school security; not getting specifics
151 about planned actions, but an idea of more information about what the security entails. Ms.
152 Levenson suggested stating the items that would be purchased. Ms. Carvalho stated there are three

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153 areas: one will provide greater access to staff with key pad access, second there is an inclusion of
154 panic buttons and then third mounted shades for the first floor windows and doors. Ms. Clement
155 stated there is the agreement for needed security, and asked if the items have gone out to bid to seek
156 the lowest possible costs. Ms. Carvalho stated estimates have been sought. Mr. Markiewicz stated
157 bids cannot be sought because the funds have not been appropriated, however the estimates allows
158 for a better idea of what the potential cost could be.

159 Mr. Reed stated the specifics regarding security are changes recommended by the Fire and Police
160 Departments.

161 Ms. Snow stated a large portion of the budget increase appears to be from special education, and
162 while that is mandated it doesn't allow for the ability to focus on other areas of need in the school
163 that might need to be addressed. Ms. Snow asked if there were other revenue sources or funds to
164 that could be used to help. Ms. Levenson stated the School Board has requested additional help
165 from the Superintendant about possible grant assistance; yes other Capital Improvements need to be
166 completed, but like a home owner some things will be put on hold. The reduction in previously
167 received state and federal funds has pushed the cost down to the local level; all areas are being
168 reviewed for budget purposes. Mr. Markiewicz stated the district has gotten better in seeking
169 payment for special education re-imbursement, and state and medicaid reimbursement, which is
170 better today than in the past. The SAU will continue to seek grants, but it is a very competitive
171 process with schools across the country applying for most grants.

172 Jim O'Brien stated he is disappointed about the decision to not hire a math specialist and does wish
173 there were more funds provided for in the budget. The budget committee recommendation to cut
174 some areas in order to keep the math specialist isn't the right and it could potentially hurt the math
175 program. The comments about worry for the tax rate and people not being able to pay for increases,
176 Nottingham has the lowest tax rate in comparison to other towns in the area and the comments don't
177 seem to make sense. Taking money from one position to fund another doesn't seem fair. Times are
178 tough, but the residents of the community have their civic duties to help pay for student education.

179 Ms. Bonser asked about Article 7. Mr. Markiewicz stated it is new legislation to allow the school to
180 keep 2.5% of the unreturned fund balance. Chair Danis stated the money is set aside in the fund, to
181 be spent with the approval of the Budget committee and the DRA. Mr. Markiewicz stated there is a
182 process to spend the funds. Ms. Bonser asked if there had been a problem in the past with the
183 school budget and providing the needed funds, in addition the school can overspend their bottom
184 budget line. Mr. Markiewicz stated there hasn't been a problem in the past and schools can only
185 overspend monies for specific areas, including special education.

186 Mr. Batchelder stated the legislature passes laws but there is no requirement for the local
187 government to pass it; it is something towns can do if they want but don't have to do it. This article
188 includes the potential reduction of \$197,000.00, driving an increase of approximate \$0.36 to the tax
189 rate; it is the prerogative of the school board and SAU. There are existing provision to address
190 emergency situations, this is ridiculous and shouldn't be a warrant article.

191 Mr. Reed stated there could be a special town meeting to raise the necessary funds the school could
192 need in an emergency situation. Mr. Reed stated the warrant articles drafted by the school board
193 and they have ownership of them and any comments regarding the warrant articles can also be
194 given during the deliberative session.

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195 Ms. Levenson stated the school board hasn't had an opportunity to discuss this issue and only just
196 recently saw the warrant articles. The School Board hasn't recommended the warrant articles,
197 including this warrant article. Mr. Perron stated Mr. Markiewicz wasn't available to discuss the
198 issue when the warrant articles were presented to the school board.

199 Mr. Koester stated passage of article seven will pre-empt the decision for warrant articles 8 and 9,
200 and if all pass could be an even higher increase to the tax rate. Mr. Koester stated he is sad to see
201 the article on the ballot.

202 Ms. Clement asked for further clarification regarding the comments provided about article 7 and
203 stated the School Board should eliminate the article if they haven't had time to consider the
204 information.

205 Mr. Markiewicz cautioned the school board about changing warrant articles. Ms. Levenson stated
206 the school board can make changes.

207 Chair Danis reviewed the amounts available in the school capital reserve funds that can help during
208 times of emergencies and when funds are needed.

209 Anthony Dumas asked for the budget committee to support the school budget, especially with the
210 sacrifices given by school and School Board. There have been significant decreases provided by
211 the school but there should be strategic investment to prevent the state from stepping in and taking
212 control over the school.

213 Chair Danis opened up the floor for budget committee members.

214 Mr. Batchelder asked about the paraprofessional contract amounts and the wording in the warrant
215 article with concern that the dollar amount in the supporting documents refers to salaries only while
216 the warrant article uses the same amount but references both salaries and benefits; what is the
217 correct amount. Either the supporting documentation should be changed or the warrant article
218 amount should change. Mr. Markiewicz stated the changes to the para-profession changes didn't
219 impact benefits. Mr. Koester stated the warrant article is misleading to have the warrant article and
220 asked if the amounts listed in the warrant article would be enough to support all the changes in the
221 years listed. Mr. Batchelder stated if the amount was correct and was for salaries only, then the
222 wording regarding benefits should change in the warrant article.

223 Ms. Scannell stated she would like the SAU or School Board to routinely provide the Budget
224 Committee the education cost information and amounts for special education students with the
225 student identifiers, including the estimated transportation costs and to include some type of the cost
226 history and potential number of years services may be provided. Mr. Markiewicz stated the request
227 is there, but might be difficult to provide.

228 Mr. Carpenter stated he has been the person making the statements that some of the citizens
229 speaking for the school budget have referenced, while all people are looking for the same school
230 results. Mr. Carpenter stated his main concern is about positive educational performance at the
231 school and for the kids; spending for the school isn't a problem, but asked should there be spending
232 without positive performance. Taking the same actions and not getting different results, even
233 poorer performance; there should be a consideration of why the performance is poor and a potential
234 restructuring plan. As a non-educator, who cares significantly about the education of Nottingham

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235 students, there is frustration about how the students are educated. Mr. Carpenter stated he is very
236 happy that the School Board has done a phenomenal job in looking at the budget and its impact.

237 Mr. Marcotte stated the school is under a restructuring phase, especially in the reading area. Ms.
238 Carvalho stated the positive changes in reading are based on a reorganization of existing staff.

239 Chair Danis asked about the paraprofessional increase of staff number. Ms. Carvalho stated there
240 was a hiring of three additional staff members, with enough funds to pay for them and have a small
241 overage.

242 Mr. Reed asked about the increased revenue for tuition. Mr. Markiewicz stated the amount is the
243 differential amount to be paid by parents of students attending Coe Brown; there is an increase over
244 Dover High School. Mr. Reed asked if the tuition revenue should be adjusted to account for the
245 tuition amounts that might not be collected, as the current un-received amount is \$51,000.00 in
246 overdue or uncollected tuitions. Mr. Markiewicz stated he believes there is only an approximate
247 \$4000 to \$5000 uncollected from the past year and the amount is estimated based on the anticipated
248 number of students who will attend Coe Brown. Mr. Reed stated there are parents, who make a
249 decision to send their students to Coe Brown and pay the additional amount, and then they don't
250 pay; the current amount due for the 2012/2013 school year is an approximate \$162,000.00, and
251 asked about the plan to collect the funds. Mr. Markiewicz stated the school board has a policy to
252 give the parent the ability to pay throughout the school year, if the full amount isn't paid for an
253 effort is made to collect the funds. If the amount due isn't paid by the end of the year, the student is
254 transferred to Dover High School. Mr. Reed stated he would make a recommendation to the School
255 Board to request pre-payment of the tuition and Chair Danis stated the issue has been discussed
256 previously with the School Board.

257 Ms. Scannell asked about the pre-school tuition income. Mr. Markiewicz stated the pre-school
258 tuition received goes back to the SAU to offset the pre-school program.

259 Jennifer Byron stated the current budget wouldn't be throwing money to fix a problem, but to keep
260 it status quo. The majority of items remain level funded, and in order to fix the problems more
261 money will be needed. Increases mean the taxpayers will need to pay more.

262 Ms. Walder stated the School Board, SAU, and Budget Committee have worked several months to
263 establish a budget that could work and still be able to fund the town.

264 Ms. Scannell stated there is an investment to improving the school with the plan for new math
265 textbooks; the reading plan was restructured, with no additional spending, and provided positive
266 results and the same type of plan should be considered for the math program. The Budget
267 Committee is trying to be conservative with the taxpayer dollars, one step at a time, doing the best
268 for the students and community.

269 Chair Danis stated the books aren't the only investment in the math program; there are lines in
270 investment in training and workshop for staff.

271 Mr. Clement stated as an educator for 42 years, there is no correlation between the amount of
272 money and performance. The towns that show positive results are due to an investment from the
273 parents and community, who spend time, as well as money. Before more money is spent, are other
274 assessments for improvement being reviewed; looking at the performance of the teachers in addition

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275 to students to see where the growth is being seen and looking there first; teachers should have goals
276 to meet in student performance; money won't fix the problems.

277 Mr. Reed stated there is a problem; taxpayers will face an approximate 16% increase in the tax bill;
278 as a retired social security receiver the increases have been over the past three year, zero, zero, and
279 1.7%. Current increases in the tax rate are unsustainable by the tax payers, and all communities
280 have struggled. Current testing of incoming students shows that 40% of students aren't ready to
281 enter school. The School Board has struggled to maintain services and there is a responsibility on
282 the parents to help educate and prepare their children.

283 Mr. O'Brien stated he is willing to pay for the increases, despite not receiving a pay increase in the
284 past five years. There is trust in that Ms. Carvalho and the teachers will make improvements; if the
285 school needs it, there should be a willingness to pay for it.

286 Chair Danis closed the public portion of the meeting at 8:45 pm and gave time for audience
287 members to clear the room.

288 Chair Danis re-opened the budget committee meeting at 8:55 pm

289 Chair Danis reviewed that this is the point in the meeting where the budget committee makes
290 changes to the operating budget, to specific line items for a specific amount with a motion,
291 discussion, and then tally vote. No new lines can be included and revenues should also be
292 acknowledged.

293 Regular Education - account lines #1100: No changes were made.

294 Ms. Walder asked about permanent sub and regular teacher salary amounts. Ms. Carvalho stated
295 there is one person who is the regular person to fill in as the substitute teacher; additional substitutes
296 are needed when more than one teacher is out at the same time.

297 Mr. Ferland asked if the text book amount as presented would be enough. Ms. Carvalho stated she
298 has received a couple of estimates have been received and she is comfortable with the amount
299 planned.

300 Special Education - account lines #1200: No changes were made.

301 Ms. Walder asked about the actual amount spend for the prior year Special Ed Tuitions Non-Public
302 School, account 01-1200-5569-061. Mr. Perron stated the school budget second review provided
303 numbers, and he believed the current budget listed was the actual.

304 Mr. Reed asked if there is the ability to make a selection of school or teachers for special education
305 students, to try and get the lowest prices. Ms. Carvalho stated there are some options, but specific
306 requirements that have to be met for each student and could be limited; it could be a school that is
307 out of state. Mr. Reed stated unfortunately for the taxpayer the law binds them to paying whatever
308 the cost could be for special education services.

309 Co-curricular Salaries - account lines #1410: No changes were made.

310 Athletics - account lines #1420: No changes were made.

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311 Guidance - account lines #2120: No changes were made. Mr. Batchelder asked for the school to
312 keep a reminder about having the retirement portion removed from the salary line next 2014/2015
313 budget.

314 Chair Danis stated the narrative is very helpful in the Guidance area.

315 Health - account lines #2130: No changes were made.

316 Special Contracted Services - account lines #2140: No changes were made.

317 Speech - account lines #2150: No changes were made.

318 Improvement of Instruction - account lines #2210: No changes were made.

319 Library & Educational Media - account lines #2220: No changes were made. Mr. Reed asked about
320 the salary changes not following the others at 2%. Ms. Carvalho explained the librarian falls under
321 the CBA and is why it is greater than 2%. Mr. Marcotte asked about the current CBA agreement
322 and Ms. Carvalho stated they have one more year.

323 Mr. Reed asked about the Library Aide. Ms. Carvalho stated the Librarian would be responsible for
324 running the entire library, not providing her time to teach the students about book related tasks, such
325 as research skills, study skills, utilizing the different resources of the library, different book genres,
326 etc. The Aide helps with the library maintenance, assisting students, checking out books.

327 Computer Assisted Instruction - account lines #2225: No changes were made.

328 Support Services/Instructional Staff - account lines #2310: Mr. Batchelder asked about the
329 Contracted Services-Atty and Negotiator line, the current year expenditure, was the school board
330 aware of spending any amount already, and if there would be any type of negotiating for the
331 2013/2014 year. Ms. Carvalho didn't have an answer about the amount. Ms. Levenson stated there
332 wouldn't be any negotiating the next year.

333 **Motion:** by Mr. Batchelder, seconded by Mr. Reed to reduce 01.2310-5331-000 Contracted
334 Services-Atty & Negotiator from \$17,000.00 to \$10,000.00.

335 Mr. Wheeler asked if there was a reason to budget \$17,000.00. Mr. Perron stated the school board
336 needs the legal services, in a surprising amount. Mr. Batchelder stated there doesn't appear to be
337 use of an attorney.

338 **Vote:** 9 for -1 against - 1 abstain to reduce 01.2310-5331-000, Contracted Services-Atty &
339 Negotiator from \$17,000.00 to \$10,000.00.

340 SAU Expense - account line #2320: No changes were made. Mr. Carpenter asked about cutting the
341 SAU budget. It was stated the amount must be paid; the line could be cut but the funds would be
342 taken from other school lines.

343 Principal's Office - account lines #2410: No changes were made. Mr. Reed asked why the secretary
344 salary isn't consistent with the others provided at 2%. Ms. Carvalho review that during the prior
345 year budget cycle, the salary amount paid came from two different account lines, for an unknown
346 reason. To prevent this confusion going forward the total actual for the prior year and the current
347 2% increase is included in only the one salary line.

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- 348 School District Bookkeeper - account lines #2510: No changes were made.
- 349 Operation and Maintenance of Plant - account lines #2620: Ms. Walder asked if the amount for
350 building care and maintenance was included the amount in the warrant article for \$15,000.00 that
351 would be supplied at the end of the school year. If the warrant article wasn't approved, would there
352 be enough money to complete the repairs.
- 353 Mr. Ferland stated there was going to be a repair to the school roof from the capital reserve fund,
354 and if the warrant article doesn't go through would the capital reserve fund equal zero? Mr. Perron
355 stated the capital reserve fund is money for maintenance, prepay money. It was stated the current
356 fund has approximately \$50,000.00 and there would be a balance remaining with the payment of the
357 repair.
- 358 Transportation - account lines #2700: Mr. Batchelder stated he is looking forward to the
359 transportation committee review of the existing contract and optimistic about a plan to try and save
360 transportation funds. Mr. Perron stated there will be a trend analysis of the actual versus budgeted.
- 361 Ms. Scannell asked about special education transportation being proposed at \$51,000.00 and why it
362 was so high. Ms. Levenson stated if the IEP requires specific transportation the school must
363 provide it. Mr. Marcotte asked if there a specific split of transportation cost between the school that
364 changed with the new distribution of SAU funds and the answer was no. Mr. Perron stated the
365 difficulty in establishing the transportation isn't a direct calculation of 1 to 1; there is some sharing
366 of transportation. Ms. Scannell asked if special education transportation was for only the 8
367 specified students. Ms. Levenson stated there is an inclusion of transportation with the information
368 about special education tuition that provided a further breakdown.
- 369 Chair Danis stated she also asked about this and the response was the current budget amount would
370 not cover the special education costs; special education is already overspent. Ms. Levenson stated
371 the current budget is anticipated to be approximately \$55,000.00 over.
- 372 Ms. Scannell stated the special education tuition amount is helpful, it is going to be a benefit to
373 establish what the transportation costs have been. This will be an effort to better understand where
374 the actual monies are being spent in order to budget as correctly as possible.
- 375 Ms. Levenson stated the school board has recently started to receive updates from the special
376 education coordinator.
- 377 Food Services - account lines #5220: Mr. Batchelder stated the amount for Food and Milk, 04-5220-
378 5630-000 doesn't match the narrative amount, which should be reduced to a total of \$82,500.00; the
379 actual should only have increased 10%.
- 380 **Motion:** by Mr. Batchelder, second by Mr. Marcotte to decrease the Food and Milk, 04-5220-5630-
381 000 in the amount of \$7,500.00 from \$90,000.00 to \$82,500.00, correcting the amount per the
382 narrative.
- 383 It was stated the percentage listed in the narrative was correct per Mr. Markiewicz.
- 384 **Vote:** 11-0 in favor to reduce the Food and Milk, 04-5220-5630-000 to \$82,500.00

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385 Chair Danis stated the new proposed budget, with the motions made, is now \$10,640,085.00 as a
386 final proposed budget.

387 Chair Danis read each warrant article for motion and vote.

388 Article 2 for the Nottingham School District to raise and appropriate the operating budget in the
389 amount of \$10,640,085.00.

390 **Motion:** by Mr. Koester, second by Mr. Marcotte to recommend the article two as with the amount
391 of \$10,640,085.00.

392 **Vote:** 11-0 in favor.

393 Article 3 for the Nottingham School District to approve the cost included in the collective
394 bargaining agreement with the Paraprofessional Association.

395 Mr. Batchelder stated he is concerned about the wording in the article indicating the amount is
396 salary and benefits when the Budget Committee has been told the amounts are for salary only; it is
397 slightly misleading. Does the amount need to change to include a change to benefits or does it
398 remain the same, or should the wording in the warrant article need to remove the benefit language.

399 **Motion:** by Mr. Marcotte second by Mr. Wheeler to recommend Article 3 as written.

400 **Vote:** 11-0 in favor.

401 Article 5 for the Nottingham School District to raise and appropriate \$27,573.00 to upgrade school
402 security.

403 **Motion:** by Mr. Ferland, second by Mr. Wheeler to recommend Article 5 as written.

404 Mr. Ferland asked about a school resource officer. Ms. Carvalho stated discussion with the Police
405 Chief indicates possible federal funds, potential duties, and trainings needed and it isn't included.

406 **Vote:** 11-0 in favor

407 Mr. Reed left the meeting at approximately 9:50 pm.

408 Article 6 for the Nottingham School District to raise and appropriate \$48,500.00 for new math text
409 books, only applicable if the recommended school budget isn't passed and the default budget is
410 passed.

411 **Motion:** by Mr. Marcotte, second by Mr. Batchelder to recommend Article 6 as written.

412 Mr. Koester asked if during the deliberative session changes the amount for text book or it is not
413 approved, there may not be enough funds for the needed text books. There was concern about the
414 text book amount changing during the deliberative session, the recommended budget passing, and
415 then what would the school do for new math books.

416 General discussion took place about the unintended consequences of the wording in the warrant
417 article and the School Board would review the language.

418 **Vote:** 10-0 in favor.

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419 Article 8 for the Nottingham School District to raise and appropriate \$15,000.00 to be added to the
420 Building Repair Capital Reserve Fund from unassigned end of the year fund balance.

421 **Motion:** by Mr. Batchelder, second by Ms. Scannell to not recommend Article 8 and Article 9.

422 Mr. Batchelder stated he doesn't have a problem with Articles 8 and 9, but does have a problem
423 with Article 7 that would allow the Nottingham School District to retain 2.5% of the current year
424 net assessment (budgeted amount) from the end of the year fund balance.

425 Chair Danis stated she is uncomfortable with article 8 and 9, especially with the decision to include
426 Article 7. There is a reasonable balance in both reserve accounts, even with the withdrawal of
427 funds. Chair Danis stated she would like to see the School Board create a fund balance policy,
428 particularly if something like Article 7 passes. There should be a specific policy about how and
429 when fund from the end of the year fund balance can be spent, and will vote against.

430 Mr. Wheeler asked what would happen if there was a deficit, would funds still be removed. Mr.
431 Ferland asked if the end of the year fund balance.

432 Mr. Perron stated the building maintenance capital reserve repairs language is broad as it is written;
433 there are significant repairs coming in the next upcoming years and could help to fund those repairs;
434 there is the ability to pre-pay now, or pay large later.

435 Chair Danis asked about the Capital Improvement Program (CIP) and not hearing information. Mr.
436 Perron reviewed there are significant repairs per the CIP that includes roof repairs in 2017 in an
437 approximate amount of \$200,000.00.

438 Mr. Marcotte asked about Article 7 appeared to be more for emergencies and not capital
439 improvements.

440 Mr. Perron stated the School Board may have had a lack of understanding about Article 7 when the
441 vote took place. Ms. Levenson stated she was under the impression that Article 7 was mandated by
442 the state, but now that she understands it isn't a requirement she is not in favor of Article 7.

443 Mr. Batchelder stated the Budget Committee could vote to not recommend Art 8 & 9 if the School
444 Board recommends removal of Article 7 during the deliberative session. Chair Danis stated the
445 Budget Committee can reconsideration their recommendations.

446 Mr. Koester stated that regardless of how the Budget Committee feels about Article 7, if they agree
447 with Articles 8 and 9, then they should vote to recommend them. Mr. Koester stated he believed if
448 Article 7 passed by town vote, the funds may not be available for Articles 8 and 9.

449 There was disagreement and it was stated all three amounts could be removed from any end of the
450 year fund balance. There may have been information provided by the state that would provide a
451 ranking of funds to be used from the fund balance.

452 Mr. Perron reviewed some of the CIP issues: proposed sprinkler system, 2014 repair of the HVAC
453 system and replacement of rotting beams in the attic at approximately \$150,000.00, new roof repairs
454 at approximately \$75,000.00, two phases of new windows in 2016/2017 2 phases \$31,000.00 per
455 year, 2019 pitch roof replacement 140,000.00 to \$200,000.00.

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456 Mr. Marcotte stated the estimated repairs are approximately 2million and questioned the amount
457 planned for the capital reserve fund. Mr. Perron stated he agreed, but something should go in.

458 Motion: by Mr. Batchelder, seconded by Ms. Scannell to withdraw the motion to not recommend
459 Article 8.

460 Motion: by Mr. Koester, seconded by Mr. Marcotte to recommend Article 8.

461 Mr. Carpenter stated the wording regarding no amount to be raised would be from taxation is
462 misleading; the funds normally returned to offset the new budget won't be returned and will then
463 still need to be raised.

464 Ms. Scannell stated she doesn't care for Article 7 and agrees with Mr. Batchelder, Article 8 for only
465 \$15,000.00 when you are looking at a group of repairs that could cost a possible 2 million isn't
466 enough, and has a huge issue with the language stating no amount would be raised by taxation.

467 Mr. Koester stated he believe the School Board will pull Article 7, and Articles 8 and 9 should be
468 recommended.

469 Mr. Carpenter objected to the suggestion the money wouldn't be raised for taxation with all three
470 Articles; stating if all these repairs are needed, and the planned for amount isn't enough, is there any
471 reason why the amount isn't increased. There was some agreement with Mr. Carpenter.

472 Ms. Walder stated there are no items considered for the school on the new CIP plan and the school
473 board should come back with a logical plan about how they plan to pay for them.

474 Mr. Perron stated there is the reality substantial building repairs are going to be needed, pay early in
475 small amounts or large amounts at the time of need. Ms. Walder stated the town should understand
476 there is a CIP plan, and it is more than for the school, the town has needs as well.

477 **Vote:** to recommend Article 8 to add the amount of \$15,000.00 to the Capital Reserve Fund; 5 in
478 favor, 5 opposed.

479 After discussion it was determined during a tie, the motion passes.

480 Mr. Koester stated the warrants articles cannot be changed; they can be changed during the
481 deliberative session.

482 **Motion:** by Mr. Batchelder, seconded by Mr. Koester for reconsideration of the motion
483 recommending Article 8 in the amount of \$15,000.00.

484 **Vote:** 10-0 in favor

485 **Motion:** by Mr. Marcotte, seconded by Mr. Koester to recommend Article 8 in the amount of
486 \$15,000.00.

487 **Vote:** 9 in favor - 1 opposed

488 Article 9 for the Nottingham School to raise and appropriate \$15,000.00 for the Special Education
489 Capital Reserve Fund.

490 **Motion:** by Mr. Marcotte, second by Mr. Wheeler to recommend Article 9.

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491 Mr. Batchelder stated there will never be agreement on how to fund capital improvements; there is a
492 concept of using bonding as the method to fund major improvements.

493 Mr. Perron stated the Fire Dept does a great job of putting monies into capital reserve funds and Mr.
494 Batchelder stated as does the Highway Department, but the school doesn't have a CIP plan and set
495 amounts to put aside.

496 **Vote:** to recommend Article 9 in the amount of \$15,000.00; 9 in favor - 1 opposed.

497 **Motion:** by Mr. Koester, second by Mr. Batchelder for the Budget Committee to make an advisory
498 statement to the School Board to withdraw Article 7.

499 **Vote:** 9 in favor - 0 opposed - 1 abstained

500 Chair Danis stated discussion has been held to include the Budget Committee to give a presentation
501 at the deliberative session.

502 Mr. Batchelder suggested having the Budget Committee sit at the front of the audience during Town
503 Meeting. Chair Danis stated it has been discussed.

504 Chair Danis stated the school budget form MS-27, is signed by all members of the Budget
505 Committee, making it their budget. Mr. Markiewicz will complete the numbers, to be reviewed by
506 the Chair, prior to state submission.

507 **Motion:** by Mr. Koester, second by Mr. Batchelder to accept the revenues as presented in the
508 amount of \$1,717,422.00.

509 **Vote:** 10-0

510 Chair Danis stated this budget will be brought forward to the deliberative session and the budget
511 committee will sit at the head of the room with the school board. The deliberative session can
512 change the school budget, but the maximum increase to the budget is 10%.

513 The next meeting will be January 24 to review the final Town budget.

514 If there are changes to the school budget at the deliberative session that the budget committee feels
515 they should reconsider their recommendation, they can do so.

516 Chair Danis stated she felt it has been a great process and thanked the school board and Ms.
517 Carvalho for their work on the budget.

518 **ROUNDTABLE / OTHER BUSINESS:**

519 Ms. Walder stated she would meet with the CIP committee to review the plans.

520 Mr. Ferland thanked the public for attending and all their comments.

521 Mr. Koester thanked the Chair for running a great meeting; there was agreement by other board
522 members.

523 **ADJOURNMENT:** Having no further business,

524 10:27 PM **Motion:** by Mr. Marcotte, second by Mr. Ferland

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525 **Vote:** 10-0 in favor.

526 Respectfully Submitted,

527 Dawn Wirkkala