



**HAMILTON-WENHAM**  
**REGIONAL SCHOOL DISTRICT**  
5 SCHOOL STREET, WENHAM, MA 01984 • TEL. 978-468-5310

**Hamilton - Wenham Regional School Committee**  
**Capital Planning / Finance Subcommittee Meeting**  
**Virtual Zoom Meeting ([Link](#))**  
**Join Zoom Meeting ID: 939 3066 0966**  
**Password: 282689**  
**Tuesday, December 15, 2020**  
**6:00 PM - 7:00 PM**

**Present:**

Michelle Horgan, Secretary/ Acting Chairperson  
Anna Siedzik

**Also Present:**

Mary Beth Banios, Superintendent (partial)  
Vincent Leone, Assistant Superintendent to Finance and Administration  
Thomas Geary, Director of Maintenance, Facilities, and Operations  
Mahala Lettvin, Recording Secretary

**1. Call to Order**

6:00 PM

After designating Mr. Geary as the meeting host, Superintendent Banios leaves the meeting at 6:08 PM.

With a quorum present, Ms. Horgan calls the meeting to order at 6:08 PM. This meeting is being recorded and held remotely per emergency order of the Governor.

**2. Approval of Minutes**

- November 12, 2020

[Exhibit](#)

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE CAPITAL PLANNING AND FINANCE SUBCOMMITTEE APPROVE THE MINUTES FROM NOVEMBER 12, 2020, AS PRESENTED IN THE [EXHIBIT](#).**

**MOTION by Anna Siedzik; SECONDED by Michelle Horgan.**

Anna Siedzik            YES;  
Michelle Horgan        YES.

**MOTION PASSES unanimously through roll call vote of two (2) members present.**

**3. Continuation of FY22 Budget Preview**

[Exhibit](#)

Mr. Leone continues his presentation on the FY22 Budget, as detailed in the [exhibit](#). He begins by explaining the teacher salary cost FY22 spreadsheet, where teacher names have been changed to numbers for confidentiality purposes. Discussion regarding positions; costs of positions; addition of positions for FY22; level services/COLA changes; potential COLA impact on FY22 budget; district wide operating expenses; etc.

Mr. Leone reviews FY22 projected revenue, including tuition based preschool program; school choice in program; reimbursements; etc. Discussion regarding FY22 E&D account; town tax rate increases; other potential impact on town/tax payers; communication strategy regarding FY22 budget; etc.

Discussion regarding work moving forward in the budget process and ensuring a collaborative relationship with towns during this time. Ms. Siedzik notes that she would like to see other options for the budget, as she does not believe the budget, as presented, will pass in Town Meetings.

**4. Review/Discuss FY22 Capital Plan**

[Exhibit](#)

Mr. Geary presents the details of the FY22 Capital Plan, as presented in the [exhibit](#). There is discussion regarding the purchase and utility of furniture for the schools: the desks purchased for COVID can be grouped in multiple setups, and will be useful in the district's future.

Discussion regarding voter support; communication strategy; work plan and future School Committee meetings; etc.

The FY22 Budget and Capital Plan will be presented to the School Committee on 01/06/2021.

The subcommittee will meet at 7:00 PM on 12/21/2020 with the one agenda item to approve the Capital Plan. Mr. Leone will email the bond counselor to determine the minimum amount to be borrowed.

**5. TURF Working Group discussion**

Exhibit

Tabled until the 01/11/21 *Capital Planning/ Finance Subcommittee* meeting.

**6. Set date for future meeting**

The *Capital Planning/ Finance Subcommittee* will meet 12/21/2020 at 7:00 PM and again on 01/11/2021 at 7:00 PM. Ms. Horgan will work with Janell Carleo to post the agenda for next week's meeting (due by Thursday, 12/17/2020).

**7. Other items not reasonably anticipated by Chair**

None.

**8. Vote to Adjourn**

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE CAPITAL PLANNING/ FINANCE SUBCOMMITTEE ADJOURN THE 12/15/2020 MEETING AT 7:56 PM.**

**MOTION by Michelle Horgan; SECONDED by Anna Siedzik.**

Anna Siedzik YES;

Michelle Horgan YES.

**MOTION PASSES unanimously through roll call vote of two (2) members present.**

*Respectfully submitted January 27, 2021 by Mahala Lettvin, Recording Secretary.*

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\*\*Per Governor Baker's order suspending certain provisions of the Open Meeting Law, G.L. c. 30A § 20, the public will not be allowed to physically access this School Committee meeting. The School Committee reserves the right to implement additional remote participation procedures and will notify the public of these procedures as soon as practicable. Please [click here](#) to read the Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20.\*\*

\*Zoom App Information: If you plan to participate, download the [Zoom.com](#) application now. The option to download will also be available at the start of the meeting. When opening the Zoom App, select "Join Meeting" in the upper right corner and enter the meeting id: 939 3066 0966; password: 282689. The community should ask questions via the "chat" function within the Zoom application during the Citizen's Comments section. During the Zoom meeting, participants will be given instructions on how to provide their comments. Unfortunately, we must limit the in-person conversations to just the Committee members. However, for

the benefit of all, the School Committee meetings will be available on our local cable channel, HWCam, and [HWCam.org](http://HWCam.org), for review a few hours after the meeting has ended. Members of the Public can access the meeting via [YouTube HWRSD live stream link](#) the next day.