

**Monadnock Regional School District  
Budget Committee Meeting Minutes  
March 28, 2023  
MRMHS/Zoom, Swanzey, NH**

**Members Present:** Dan Coffman, Betty Tatro, School Board Rep., Edward Sheldon, Wayne Lechluder, Nancy Carney, Jon Hoden, Anne Marie Osheyack, Robert Young, Doug Bersaw, Robert Audette **Absent:** Adam Hopkins, Richard HKS Thackston, Unassigned seat for Gilsum and Unassigned seat for Roxbury.

**Also Present:** J. Morin, Business Administrator and L. Aivaliotis, Recording Secretary.

**E.Sheldon, Vice Chair opens the meeting.**

1. **Public Comments:** There were no public comments.

2. **Organization of Committee:**

a. **Election Results:** E. Sheldon commented that Robert Young from Fitzwilliam is the newest member of the committee. There are still open seats for Roxbury and Gilsum. The selectboards from those two towns have the ability to appoint someone to the Budget Committee. B. Tatro thanked the Budget Committee for their support regarding the bond and the other warrant articles. There are two new members on the School Board Stephanie Lawlor and Edmond LaPlante.

b. **Election of Officers**

i. **Chair: MOTION:** W. Lechluder **MOVED** to elect A. Hopkins as the Budget Committee Chair. **SECOND:** D. Coffman **VOTE:** Unanimous for those present.

**Motion passes.**

ii. **Vice Chair: MOTION:** W. Lechluder **MOVED** to elect E. Sheldon as the Budget Committee Vice Chair. **SECOND:** D. Coffman. **VOTE:** Unanimous for those present. **Motion passes.**

c. **Annual Calendar:** The committee discussed the Budget Committee calendar for the upcoming year. The meeting is typically on the 4th Tuesday of the month. There may be times when changes may need to be made. S. Peters is suggesting a Spring Joint Meeting. B.Tatro explained this is to continue collaboration with both committees. **MOTION:** J. Hoden **MOVED** to schedule a Joint Meeting on May

16, 2023 with the School Board. **SECOND:** A.M. Osheyack. **VOTE:** Unanimous for those present. **Motion passes.** W. Lechluder commented any changes in the schedule are up to the Chair.

**3. Approval of Meeting Minutes:**

**a. February 28, 2023 Budget Committee Meeting Minutes: MOTiON:** J. Hoden **MOVED** to approve the February 28 2023 Budget Committee Meeting Minutes as presented. **SECOND:** D.Coffman **VOTE:**. D. Bersaw-abstain, B. Tatro-abstain, R. Young-abstain, remaining members-yes. **Motion passes.**

**4. Administration Report:**

**a. Transfer/expense:** J. Morin explained that the Board approved a \$460,000.00 transfer from multiple budget lines to the Special Education Out of District line. She said there are several new placements. The second transfer is for \$7000.00 for additional classroom furniture requested by L. Spencer for the MRMHS. J. Morin explained that there was a drop in out of district placement during COVID but we are now seeing more kids going out. At that time the administration reduced the budget. E. Sheldon asked if the line should be adjusted for the new budget. J. Morin explained they did increase the budget for next year. The Special Education line including this transfer is 1.76 million dollars. She also said that they have seen 6 new placements since December. The placements are costing more and the facilities call the shots. The furniture request is coming out of the substitute line.

J. Morin explained that the Board approved the purchase of a new truck for the Building and Grounds Dept. in the amount of \$52,030.00. This amount came out of the Vehicle Expendable Trust. In March the voters approved \$50,000.00 to be deposited to Vehicle Expendable Trust if there is a sufficient surplus at the end of the year.

**b. Budget Tracking Report:** There is between \$200,000 and \$300,000 to be encumbered for retirees, unused wellness days and Spring sports transportation.

**c. Monthly Financial Report:** E.Sheldon commented that by the looks of the Monthly Expense Report the District will be closer to the budget than before. J. Morin explained it will be closer.

**d. Staffing**

i. **Vacancy Update:** E. Sheldon explained that A. Hopkins had received the vacancy information from L. Witte but neither are in attendance tonight. J. Morin explained that there were 2 vacancies filled at the last School Board Meeting. The Budget Committee would like to see the vacancy document each month. It was commented that it was purposeful and disrespectful not to have received the vacancy information. J. Hoden would like to see single digits regarding the number of vacancies. W. Lechluder suggested the Budget Committee mandate that the vacancy information be provided each month. **MOTION:** D. Coffman **MOVED** that the Budget Committee make a request to the Superintendent to receive the vacancy report prior to the Budget Committee Meeting each month. **SECOND:** J. Hoden. **DISCUSSION:** E. Sheldon commented that he has seen the report every month except this month. **VOTE:** R.Young-abstain and all remaining members-yes. **Motion passes.** D.Coffman commented about the 18 month notice for retirement and if they do not give the 18 months do they go to the Board for approval. J. Hoden said it was an eye opener with the number of retirements and if there could be a date of retirement beside the name.

5. **Superintendent Comments:** J. Morin explained L.Witte was not able to attend tonight. She would applaud the support of the bond by the Budget Committee. She is not so sure that it would have been successful if the Board and the Budget Committee were not on the same page. W. Lechluder asked where the District is regarding the State Funding. J. Morin explained the administrators are doing a huge amount of work and the Bond Application is very extensive. We will be receiving the funds as long as the State funds it. We have to wait until July 1, 2023 and the Bond Application is due June 16, 2023. It is difficult to apply for the bond when the District will not know if they are going to receive the State Building Aid. W. Lechluder suggested the Board write a letter to the State Rep. to move ahead. J. Morin explained Colbrook was the second needest school district and the voters rejected their bond request. We are now second to receive the State Building Aid. She explained if we do not hear from the State we may have to wait until January for the Bond Application.

6. **School Board Liaison Comments:** B. Tatro explained there are 2 new Board Members. E. Sheldon asked B. Tatro to act as a collaborator, understand what is going on and encourage to discuss a number of items. D.Coffman explained he listened to the discussion at the Board level regarding the IReady Results. It is useful to this

committee to know the results of our investment. He commented that proficiency matters and growth is an important indicator. He asked about the cost of the program. J. Morin did not have that information tonight. She will look into that. She explained that the Specialists Contract will be coming up. There are 7 members in the Union.

**7. Chairperson Comments:**

i. **Committee Vacancies:** E.Sheldon commented that it would be nice to have a full committee. Anyone interested from Roxbury or Gilsum please contact your selectboard.

**8. Next Meeting Agenda:**

i. **Staff Vacancy Report**

The committee would like to have the Tech Dept. set up the phone system, microphones and speakers for the Budget Committee Meetings.

The committee asked when the roof project would begin. J. Morin explained there is no date yet.

**9. Public Comments:** There were no public comments.

**10. Motion to adjourn: MOTION:** J. Hoden **MOVED** to adjourn the meeting at 8:03PM. **SECOND:** D.Coffman **VOTE:** Unanimous for those present. **Motion passes.**

**Respectfully submitted,**

**Laura L. Aivaliotis**  
**Recording Secretary**