

**Monadnock Regional School District  
Finance/Facilities Committee Meeting Minutes  
December 12, 2023  
SAU Conference Room, Swanzey, NH**

**Board Members Present:** Cheryl McDaniel-Thomas, Scott Peters and Betty Tatro  
**Absent:** Stephanie Lawlor

**Administration Present:** J. Morin, Business Administrator, T. Breen, Director of Building and Grounds and K. Barker, Architect.

1. **Public Comments:** There were no public comments.
2. **Approval of the November 14, 2023 Facilities/Finance Meeting Minutes:**  
**MOTION:** S.Peters **MOVED** to approve the November 14, 2023 Fin/Fac.Meeting Minutes as presented. **SECOND:** C. McDaniel-Thomas. **VOTE:** C. McDaniel-Thomas-yes, B. Tatro-yes and S. Peters-yes. **Motion passes.**
3. **Business Administrator's Report:** J. Morin presented the Monthly Expense Report to the committee. She explained that there have been items that she has encumbered. The balance is under \$900,000 for the remainder of the year. She and T. Breen have discussed if the items are absolutely necessary. J. Morin does have concerns. The Budget Committee had reduced the current budget and cuts were made in the Special Ed. area. She was asked about comparing contracted services and permanent positions. She explained that it is not apples to apples due to the unit of service. J. Morin mentioned the vehicle repair funds. There is a person on staff who can do a lot of the repairs but sometimes the vehicle has to go to the dealership for repair. She said that in staffing we are not over budget. Transportation is another area of concern. First Student has trouble finding drivers. There are times when the district has to hire Thomas Transportation to bring the students to sporting events. Also the SAU 29 has changed their start time and it is hard to get drivers. J. Morin commented that the school has to keep in mind that this is not the year for new initiatives.
4. **Elementary School Renovation Project:** K. Barker explained 50% of the MTC plans had been sent to Hutter for pricing. The building plan at this point is under budget

but the site plan is over budget by 1 million dollars and it is beginning to get uncomfortable. He said we may have to dip into the contingency. He is looking at the plans to see where we can save. It is best to complete the drawings and put it out to bid. He mentioned that the costs have not come down but might soon. Hutter's numbers have buffers. They recently had a meeting with Fieldstone and they are close to 90% complete. K. Barker would like to submit the State permits next week. The State is 2 months backlogged. The timing is good to receive the permits in March or early April. He said there is still a lot to do. He does not like where the dumpsters are located or the propane tanks. He met with T. Walsh about the kitchen at MTC. They hope to have the kitchen layout done next week. All of the drawings for MTC were presented. He mentioned that he should meet with the Zoning Board. The schools are exempt but we should let them know what is going on. J. Morin explained that she gave the Select Board the heads up. She will bring more information when the final drawings are complete, before the vote in March. The traffic plan was discussed. The committee mentioned the entrance and the nurses office. The kindergarten play area will be fenced in. It was asked if lighting should be added to the softball field. J. Morin explained that there are safety grants available to fence in the entire area at MTC. She mentioned that the district has to produce the permits in order to receive State funding.

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

C. McDaniel-Thomas will be gone for the January Meeting. The committee decided to postpone the meeting in January and meet in February just before the Board Meeting.

**6. Adjourn: MOTION:** S. Peters **MOVED** to adjourn the meeting at 6:57 PM.  
**SECOND:** S. Peters **VOTE:** Unanimous for those present. **Motion passes.**

**Respectfully submitted,**

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