



Regional School Unit 5
Durham · Freeport · Pownal

“To inspire and support every learner by challenging minds, building character, sparking creativity, and nurturing passions.”

Tom Gray, Superintendent of Schools
Kelly Wentworth, Director of Finance & Human Resources

Erica Mazzeo, Assistant Superintendent of Schools
Elisha Morris, Director of Instructional Support

Finance Committee Minutes
Wednesday, September 24, 2025
5:00 p.m. - Freeport High School Library

Committee Members Present: Kelly Sink, Michelle Ritcheson, Christopher Savaiano (5:11 p.m.)

Committee Members Absent:

Administrators: Tom Gray, Kelly Wentworth

Minutes

Meeting called to order at 5:06 p.m.

1. Election of Chair -
 - a. Kelly Sink nominated Michelle Ritcheson; Michelle Ritcheson seconded nomination. All present voted in favor.
2. FY26 Meeting Topics -
 - a. Director Wentworth presented the workplan for the Finance Committee’s review.
3. Warrant Signing Process-
 - a. Director Wentworth reviewed the warrant signing process.
4. Phase1: Energy Audit & Vehicle/Equipment Replacement Financing Report Out-
 - a. Director Wentworth reviewed projected costs vs. actual costs; total savings \$41,399
 - i. Energy Audit- 17 yr Lease Purchase through Banc of America, 4.35%- Annual payment \$254,455- Original projection \$293,000
 - ii. Vehicle & Equipment- 3 yr Lease Purchase through MCB Leasing, LLC , 5.24%- Annual payment \$165,146- Original projection \$168,000
5. FY27 Budget Process Update -
 - a. Superintendent Gray reported that he had sent a status of the budget letter to staff and was soliciting staff input via listening sessions within the Schools & Departments. He was also surveying Administration of the previous budget development process and would report findings to the Board at a future meeting.
 - b. Superintendent Gray reported that the Article 2- Special Education Reserve Account is currently being used to fund three positions via contracted service providers that we will need to carry into the FY27 budget. These services are directly related to IEP requirements. These positions are:

- i. Full time 1:1 Nurse
 - ii. 30 hr per week Speech Language Pathologist
 - iii. 5 hr per week Teacher of the Deaf.
- 6. Other -
 - a. Director Wentworth reported that the Auditors would be in the district the week of Oct 20th and 27th to audit the FY25 financials.
 - b. Director Wentworth reported that the proposals for the Track Re-Striping and the Turf Curbing had come in slightly higher than initially estimated when the projects were presented to the Facilities Committee. The motion being considered later that evening by the full Board of Directors to appropriate up to \$25,000 from the Capital Projects Reserve Fund would need to be adjusted to \$28,000.
 - c. Superintendent Gray reported that the full Board would be hearing a presentation that evening regarding the Child Development Services (CDS) transition. He noted that this will likely result in a facilities study and will have full budgetary implications beginning in July of 2028.
 - d. Next meeting of the Finance Committee, October 22, 2025 @ PES

Meeting adjourned at 6:12 P.M.