

1 WILTON-LYNDEBOROUGH COOPERATIVE SCHOOL
2 BUDGET COMMITTEE MEETING
3 DRAFT MINUTES
4 Wednesday, October 01, 2025
5 WLC-Library
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7 *There was no quorum for this meeting therefore minutes and actions are not official or*
8 *approved.*
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11 Committee Membership: Bill Ryan (Chair), Alyssa Lavoie (Vice Chair),
12 Bridget Mooney (Secretary), Craig Alley, Jennifer Bernet, Phil Brooks,
13 Harold Melcher III, Jonathan Vanderhoof, Paul White (SB liaison). (one vacant Wilton seat)
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15 Present: Bernet, Lavoie, Mooney, Ryan, Dennis Golding (SB liaison)
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17 Absent: Alley, Brooks, Melcher, Vanderhoof, White
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19 The meeting began at 6:37
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21 There were no members of the public in attendance, nor online. The meeting was recorded.
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23 There was a brief discussion on handling of public comments and agenda adjustments per
24 public request from previous year: consensus to offer opportunity for comments at the
25 beginning but not required to have two sessions unless a non-public agenda item is present.
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27 Alyssa Lavoie invited Bob Silva to introduce himself as a Wilton resident interested in joining
28 the School Budget Committee to fill the open Wilton seat.
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30 Bob Silva introduced himself as a Wilton resident of 10 years with significant experience in
31 finance, analytics, business operations, and large-scale budget management (over \$200
32 million budgets, forecasting over 2,000 staff). Noted Excel expertise and experience in cost
33 analysis, benchmarking, and local public service (Conservation Commission, Planning Board
34 alternate).
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36 A motion made by Jennifer Bernet and seconded by Bridget Mooney to appoint Bob Silva to
37 the Budget Committee.
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39 Discussion clarified the number of at-large positions and voting rules. Both Bill Ryan and
40 Alyssa Lavoie hold at-large positions and therefore could vote on the Wilton held seat.
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42 Motion passed with 4 aye votes. Denis Golding did not vote.
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44 Instructions were outlined to Bob Silva to get sworn in at SAU and connect with administrative
45 contacts.
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47 Previous minutes were reviewed but not voted to approve. An edited version of the minutes
48 will be submitted to the committee.
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Alyssa Lavoie reiterated her position on the necessity for the Budget Committee to have access to a full, detailed, line-by-line budget document of the budget (with more granularity than the summarized department-level version provided), to facilitate deeper understanding and streamline the Q&A process.

Example of previous years' more detailed reports provided.

Discussion on the right level of detail and logistics for accessing the documents.

Alyssa Lavoie discussed the limitations in using existing Building & Equipment CRF due to restrictive RSA/warrant language; cannot fund certain items like vehicles or some equipment (e.g., facility trucks, lawn mowers). She proposed establishing additional expendable trust funds or CRFs (e.g., salary/benefits, technology, large-equipment, health/dental, extracurriculars).

Example: Instead of reserving \$150,000 each for salaries/benefits in the general budget annually, could gradually move to funding this through a dedicated expendable trust for longer-term stability.

Consensus to seek further guidance from Kristie LaPlante and possibly legal review.

Recognized the need to review CRF naming/wording to ensure appropriate usage and consistency with actual equipment and maintenance needs.

iii. Capital Improvement Plan (CIP) Structuring and Spending

Alyssa Lavoie noted historic misapplication of funds or lack of proper planning in the CIP and CRF spending, leading to underfunding or expenses not matched appropriately with fund intention. She said that Lyndeborough uses multiple, specific CRFs for different categories/equipment, but consensus was that this may be too granular for the school context.

Dennis Golding suggests channeling future planning and recordkeeping for capital items and facility spending through the Facilities Committee to promote transparency and long-term consistency.

Request to the administration to provide a list of all current contracts (transportation, snow removal, landscaping, copier/printer leasing, telephony, internet, propane/oil, etc.), including expiration dates and high-level terms.

Also: Whether and how often vendor sourcing or pricing comparisons are performed, such as with bus contracts or propane/oil rates (including opportunity for shared purchasing with local towns/districts).

Purpose: Ensure the committee's comprehensive understanding of ongoing obligations and leverage points for cost control.

v. Athletics and Extracurricular Funding/Equipment

- Specific inquiry into athletic uniform replacement schedules and inventory practices.

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Bill Ryan stated that a previous systematic plan drafted by a former athletic director has gone unused during staff turnover, and requests assurance from the current administration (Kristie LaPlante and Peter Weaver) that this plan is available and will be presented to the committee.

Concerns about bins of unused inventory noted; recommendation to audit/inventory existing equipment. Also noted: comparison shopping for athletic and extracurricular procurement not done recently due to staff disruptions.

Noted desire to ensure non-athletic programs (robotics, theater, music, dance) are also considered adequately in budget and planning.

Kristie LaPlante has requested that detailed questions requiring research be sent in advance to facilitate preparation. Clarification suggested re: questions for the administration: Differentiate between simple/factual questions answerable on the spot (e.g., "What is this \$1,775 fee?") and more complex, lookup-required queries (e.g., "What's been spent under miscellaneous over several years?").

Noted a need to revisit and provide a full salaries & benefits report for the district, as was standard practice in previous years. Discussion of possible historical reasons for lapse (staff turnover and transition).

Enrollment data requested but not yet received.

3. Action Items

- Bob Silva to be sworn in at SAU, provide contact info, and receive access to necessary files/communications.
- Alyssa and others to provide final edits on minutes; revised minutes to be circulated for group approval.

Committee members to review current budget documents, submit advance questions on October 8th agenda topics to Bill Ryan(Chair); all such emails to be CC'd to Alyssa Lavoie (Vice Chair).

Kristie LaPlante and Peter Weaver to provide:

- Detailed line-item budget documents.
- Salaries and benefits detailed report.
- Enrollment numbers for the district.
- Athletic equipment/inventory and uniform replacement schedule.
- Review with Christy/facilities leadership possibility and process for additional or restructured CRFs/expendable trusts (salary/benefits, equipment, technology, extracurriculars).

148 • Confirmation and communication regarding which items in the CIP are not currently eligible
149 for funding under existing CRF restrictions.

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151 • Follow-up with Facilities Committee to clarify oversight on CIP/CRF expenditures and
152 recordkeeping.

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155 Next Budget Committee Meeting: October 8th in the WLC Library
156 Budget presentations are scheduled for: Technology, SAU, Business Office, Food Service
157 Kristie LaPlante and Peter Weaver are scheduled to attend for questions and the
158 presentations.

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160 Alyssa Lavoie made the motion to adjourn. Jennifer Bernet seconded the motion.
161 The motion was approved by unanimous vote.
162 The Budget Committee adjourned at 7:42 pm.

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