



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, February 25, 2026
5:00 p.m. - Freeport High School Library

Committee Members Present: Michelle Ritcheson, Kelly Sink, Christopher Savaiano
Committee Members Absent:
Administrators: Superintendent Tom Gray, Director of Finance & HR Kelly Wentworth

Minutes

Meeting called to order at 5:19 P.M.

1) ECSE Transition & Future Planning Considerations

a. Early Childhood Special Education (ECSE) Assistant Director

- i. This position will implement the Early Childhood Programming that the district will begin in FY27 for four year old students with IEPs and in FY28 for three year old students with IEPs. This is to comply with the state mandate to program for them beginning July 1, 2028. Director Wentworth explained that the funding for this position for the remainder of the FY26 school year could come from the 5.5 Special Education Ed Tech vacancies that have not been filled.

b. Facility Study

- i. In response to a confluence of factors coming up within the next few years, Superintendent Gray is requesting funding to conduct a Districtwide Facilities Study of all buildings. The recommendation is to fund up to \$100,000 from Capital Project Reserves.

2) Cost Sharing Review

- a. Director Wentworth presented the updated version of the cost sharing calculations spreadsheet for review and consideration. The Committee members felt that the percentages remain consistent to the previous year amounts which were reviewed by the full Board of Directors; therefore no recommendations for changes were made.

3) Insurance Bidding Update

- a. Director Wentworth reviewed the timeline for the insurance bidding process that the district is undertaking this spring in accordance with Title 20-A, §1001 (14).

- 02.26.2026- Send Notice of Bidding and Questionnaire to those who requested to be on the RSU5 Insurance Bid Registry
- 03.16.2026, 3 PM- Questionnaire due back to RSU5; opened by Superintendent or designee
- 03.25.2026- Finance Committee review and scoring of Questionnaires; identification of those qualified to receive bid packages
- 03.26.2026- Bid Packets sent to those qualified
- 04.30.2026, 3 PM- Bid packets due back to RSU5; opened by Superintendent or designee
- 05.01.2026-05.07.2026- Members of Finance Committee will review and score bids
- 05.08.2026- Finance Committee will meet to review scoring and award insurance bid
- 05.08.2026- Award results will be sent to all bidders

4) FY27 Proposed Budget Review

- a. Superintendent Gray reviewed the FY28 & FY29 proposed budget projections that Director Wentworth completed as a result of a request from the Board of Directors. The proposals included two options, one that included the initial FY27 budget before any reductions and one that includes the FY27 Superintendent's Recommended Budget which include Tier 1 & 2 reductions. This information would be shared with the full Board at their meeting later that evening.

5) Other

- a. Next meeting of the Finance Committee will be held March 25, 2026 @ Freeport High School Library

Meeting adjourned at 6:18 P.M.