

**TIMBERLANE REGIONAL SCHOOL DISTRICT BUDGET COMMITTEE
MEETING MINUTES**

**2019-2020 Budget Season
December 13, 2018
7:02 PM**

**SAU 55
30 Greenough Road
Plaistow, NH**

Call to Order

Chairman Mascola called this December 13, 2018 meeting of the Timberlane Regional School District Budget Committee to order at 7:02 PM with the roll call.

Roll Call 7:02 PM [00:00:14]

Present: Peter Bealo, Alan David, David Gerns, Cathleen Gorman, Julie Hammond, John Hughes, Michael Mascola, Todd McCormick, Phil Sherwood, Shawn O'Neil (alternate for Brian Boyle)
Business Administrator – Geoff Dowd (*arrived 7:40 PM*)

Absent: Brian Boyle

Pledge of Allegiance 7:03 PM [00:01:14]

Chairman Mascola led the pledge of allegiance.

Approval of Minutes

The minutes for two previous meetings were presented for 11/8 and 11/29.

7:04 PM [00:02:02]

MOTION AND VOTE: Motion to accept the minutes from the November 8, 2018 meeting, made by Mr. Hughes, second by Mr. Bealo. The motion passed (7-0-3) with Todd McCormick, Phil Sherwood and Shawn O'Neil abstaining.
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7:05 PM [00:03:01]

MOTION AND VOTE: Motion to accept the minutes from the November 29, 2018 meeting, made by Mr. Bealo, second by Mr. McCormick. The motion passed (6-0-4) with Peter Bealo, John Hughes, Phil Sherwood and Shawn O'Neil abstaining.
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Correspondence

The correspondence folder was circulated.

Delegations and Individuals 7:06 PM [00:03:51]

There were no delegations.

Administrative Report 7:06 PM [00:03:57]

There was no update as news will be shared as meeting proceeds.

Reports of Committees 7:06 PM [00:04:08] (Budget Committee Members, School Board Representative)

School Board Rep: Mr. O'Neil reported the School Board is working on the default budget, meeting with business administrator, and the next meeting is 12/20/2018.

Unfinished Business

Parking lot – nothing to update.

New Business: 7:09 PM [00:07:08]

Budget Reviews

Student Services/Special Education: Susan Rasicot reviewed the summary sheet reporting an overall increase \$44,041.93. She continued to highlight the increases and decreases including no bully program continuation, transportation (reduced trend), tuition, residential (for DCYF placement and student placement). Note that the format of the summary was presented differently than previous presentations. Ms. Rasicot replied to a question regarding mandated vs. contracted (discretionary versus non-discretionary. Other driving factors were discussed.

Pupil Services/Special Ed: Ms. Rasicot reviewed the summary sheet and explained this budget encompasses psychologist, nurses, etc. Transportation reflects students coming in already placed out of district. Travel is down due to narrowing the scope of where professionals must travel to. Supplies are up due to the ordering protocol, for psychologist and testing. Special Ed books is down due to the use of more online materials. The Board presented questions for Ms. Rasicot regarding due process, turnover of staff, professional services, IEP's contracts and collective bargaining, and tuition.

Mr. Dowd arrived during conversation and provided explanation on line items and how they are split out noting that at times the budget ends up in highest line for object code and the default budget is not recorded by lines. The report rolls up essentially to 1100, 1200 separate. Mr. O'Neil elaborated that there are 40-50 lines total in the default budget – the summation of all for DRA perspective is just line number. There were no additional questions for Ms. Rasicot.

Budget Review, Consolidated Budget: 7:46 PM [00:44:20]

Mr. Dowd reviewed TRSD Object Only and TRSD budget documents. On page 17, Budget-TRSD Report, Capital projects are allocated leveled. He continued by reviewing lines under 4600 building improvement, pointin out that 5222 is on decline, due to making it up with grants. There was discussion about remaining years on principal on debt and this is the last year. The balance is on track to be paid off and interest will decline as well. Discussion ensued regarding \$250,001.00 for capital funds. A motion was made and withdrawn. Another motion was made.

8:09 PM [01:06:49]

<p>MOTION AND VOTE: Motion to remove the cap reserve line (5250.930) from the budget report, made by Ms. Gorman, second by Mr. O'Neil. The motion passed unanimous (10-0-0).</p>

Discussion regarding 1100 line on page 1 for teacher salaries – reduction of 14 positions (JUNE) and reallocation of funds as well as insurance. Mr. O'Neil explained the default budget won and SAU recommended a reallocation of funds. There was further discussion regarding movement of money and expenditure. On page 16, Mr. Dowd will sharpen the pencil and review for savings. Mr. Dowd was asked to publish the income budget tomorrow and the revenue report on Monday will reflect reduction in positions.

8:32 PM [01:32:28]

Ms. Gorman asked additional general questions regarding reducing lines. Motion to decrease 262.0622 from \$665,000 to \$615,000 (overall \$50,000), was rescinded and Mr. Dowd was tasked to refine the numbers. This will be revisited on Monday 12/17. Chairman Mascola reminded the board to point out specific lines and Mr. Dowd will review and come back to the Board on Monday specifically regarding the revenue report, items that reflect the reduction of positions, and fuel.

9:00 PM [01:58:28]

CIP Discussion: There is approximately \$500,000 in the budget; the School Board recommended \$934,000. The board discussed changes and approving the number that the School Board will spend (the number to present to voters for success). The Budget Committee is not selecting the projects and will further discuss with real numbers on Monday after refinement by Mr. Dowd. The Budget Committee will have 12/17/2018 and 12/27/2018 to wrap up CIP. Chairman Mascola reminded that \$400K was intended for projects relating to structure and \$100 was intended for site improvements. The technology presentation (by Ken Henderson) should be included for Monday's packet.

9:13 PM [02:11:41]

Review of Rev Exp Report

No questions/discussion.

Other Business

No additional business discussed.

9:14 PM [02:11:48]

Future Agenda & Dates

Monday, December 17, 2018.

Thursday, December 27, 2018, if needed for additional review.

Thursday, January 10, 2019 public hearing in PAC, to present the budget.

Adjournment

MOTION AND VOTE: Motion to adjourn the meeting at 9:15 pm, made by Mr. Gerns, second by Ms. Gorman. The motion passed unanimous (10-0-0).
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Respectfully Submitted,



Sarah J. Vaira

Approved by the Budget Committee on December 27, 2018.

This meeting can be watched in its entirety at <https://vimeo.com/album/255893/video/306448776>