

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

**2017-18 Budget Season
September 8, 2016
8:12 PM**

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

CALL TO ORDER [00:00:05] 8:12pm

Chairman Dube called this September 8, 2016 Meeting of the Budget Committee meeting to order at 8:12 pm with the roll call.

Budget Committee Members Present

Mr. Tony Cantone, Mr. David Guide (TRSB Rep), Mrs. Kate Delfino, Mrs. Julie Hammond, Mr. Lee Dube, Mr. John Hughes, Mr. W. David Gerns, Mr. Alan David, and Mr. Tom Geary. Absent: None.

Administrators Present

Dr. Earl Metzler, Superintendent of Schools
Mr. George Stokinger, Business Administrator
Mr. Geoffrey Dowd, Business Operations Coordinator

Mr. Dube led the Committee in the Pledge of Allegiance and recognized a moment of silence in remembrance of a student who recently passed at Timberlane High School and her family.

Mr. Dube noted Mr. Horns is no longer living in district and there is Budget Committee opening for a representative for Danville. Letters of interest should be submitted to the Danville Board of Selectman.

UNFINISHED BUSINESS

Adoption of Budget Committee Calendar:

Mr. Stokinger provided a copy of the proposed calendar, and Mrs. Delfino supplemented the dates with topic areas.

MOTION: Motion to Accept the Committee Calendar as Presented. Made by Mr. Geary, second by Mr. Cantone.

DISCUSSION: None.

Chairman Dube called the Motion to Accept the Calendar as presented, which passed unanimously (9-0-0).

Technology Plan:

Mr. Dube noted the Technology Plan is still being revised and would need to be approved by the School Board.

Year to Year Expense Comparison:

Requested spreadsheets are posted to SharePoint in PDF and Excel. Mr. Stokinger placed the expense report year over year on SharePoint. Mr. Dube tabled discussion pending all Committee members being able to access the documents.

Capital Improvement Plan:

Mr. Dube noted the plan is still in the works and will be presented once approved by the School Board. Mr. Stokinger noted Mrs. Sherman, Co-Chair of the Capital Improvement Committee, requested to be placed on the

agenda on October 13, 2016. She will be presenting to the School Board the week before.

By-Law Modifications:

Mr. Dube clarified that Mr. Horn's seat being open being vacant does not disrupt there being a full board. Mr. Dube requested the following change by addition.

The purpose of the additional section to the By-Laws relates to public commentary and time limits.

[00:27:00] 8:39pm

MOTION: Motion to Amend Section 2 of the Budget Committee By-Laws by Adding a New Section C as follows:

“The Budget Committee encourages residents to be involved and attended committee meetings. During the Delegations and Individuals portion of each regular meeting, residents may offer comments for up to five (5) minutes unless waived by the committee, by completing a comment card and submitting it to the Recording Secretary at the beginning of the meeting. The Delegations and Individuals portion of the meeting is limited to thirty (30) minutes unless overruled by a majority vote of the committee.”

Made by Mrs. Delfino, second by Mr. Gerns.

DISCUSSION: Mr. Cantone noted he would prefer to see the by-laws state when the speakers would comment, and how long altogether someone would speak. Discussion ensued among board members. Other comments were that members of the public who are interested in speaking should be placed on the agenda.

Chairman Dube called a vote on the Motion, which passed unanimously (9-0-0).

Facilities Tours:

Next facilities are scheduled for Pollard School and Atkinson Academy on September 22 at 6:00pm, starting at Pollard. Public is welcome to attend.

Agenda for Joint Budget Committee / School Board Meeting:

The Committee members should be considering potential agenda items for the joint Budget Committee and School Board meeting, tentatively scheduled for November 22, pending School Board approval on the date.

APPROVAL OF MINUTES: [00:37:15] 8:49pm

Discussion on changes to the minutes.

MOTION: Motion to Accept Minutes from the April 14, 2016 Meeting as Modified. Made by Mrs. Delfino, second by Mr. Gerns.

DISCUSSION: None.

Chairman Dube called the Motion, which passed (8-0-1) with Mr. Guide abstaining.

Administration Reports:

Mr. Stoking noted he is still waiting on NH Retirement System Retirement Rates.

Committee Reports:

Mrs. Hammond and Mr. Gerns updated the Budget Committee on the CIP Committee's work. The CIP Committee noted the importance of a long-range, strategic plan for the District.

School Board:

Mr. Guide noted the Strategic Plan Committee is meeting next week.

Upcoming Dates:

FUTURE DATES:

September 13, 2016 – Facilities Tour, beginning at 6:00pm at TLC/Sandown Central.

September 15, 2016 - Mrs. Delfino noted the Parent Advisory Committee on Monday, September 15th at 6pm at the SAU Boardroom and via LiveStream, topic is schedule changes.

September 22, 2016 - Budget Committee meeting on September 22, scheduled at 7:00pm, but will start after facilities tour Pollard and Atkinson Academy.

Correspondence Cont'd:

Mr. Dube asked for any comments as everyone has had an opportunity to review correspondence. Mr. Cantone asked if there has been any follow up on correspondence. Mr. Stokinger noted the School Board has responded to the communication addressed to them.

ADJOURNMENT [00:49:25] 9:05pm

MOTION: Motion to Adjourn. Made by Mr. Gerns and seconded by Mr. David.

DISCUSSION: None.

Chairman Dube called the Motion to Adjourn which passed unanimously (9-0-0).

Respectfully submitted,

Geoffrey Dowd
Recording Clerk

Approved by the Budget Committee on September 22, 2016.

This meeting may be watched in its entirety by logging onto: <https://vimeo.com/182167693>.