

Timberlane Regional School District Budget Committee
Atkinson, Danville, Plaistow, and Sandown

Regular Meeting
May 24, 2012
7:00 p.m.

SAU 55
Plaistow, New Hampshire

Call to Order:

Chairperson O'Neil called the meeting to order at 7:05 p.m.

Present: Mrs. O'Neil, Ms. Rochford (7:20), Mr. Spero, Mr. Francoeur, Mr. Weymouth, Mrs. Rothwell, Mrs. Green, and Mr. Barczak as the School Board Representative.

Absent: Mrs. Lisi.

Pledge of Allegiance was recited.

Approval of Minutes:

Mrs. Rothwell made a motion and was seconded by Mr. Francoeur to approve the minutes of May 10, 2012 with corrections.

Vote: Unanimous.

Mrs. Rothwell made a motion and was seconded by Mr. Spero to move to item number 10 on the agenda so Mr. Hughes could give his presentation immediately.

Vote: Unanimous.

Mr. Hughes, Director of Facilities gave a PowerPoint presentation to discuss the Timberlane School District facilities group, their role, responsibilities and goals. Items reviewed were the size of the district grounds and buildings and the number of staff in place to care for the grounds and buildings. Other topics covered were energy consumption and projects completed or planned, to help save energy as well as tools used to measure energy consumption. He reported performing an annual energy audit to keep on top of potential problems and opportunities to save energy. Other items discussed were items he refers to as "parasitic loads" and the "unspeakables" that use energy that are not often thought about by the average employee of the district. For example the energy usage for one mini fridge per year will cost the district \$165.00, multiplied by many teachers who all seem to want one in their classroom etc. The District provides one larger refrigerator in various "lounges" and does not allow the teachers to have their own mini fridge, toaster etc. in their classroom. A recently completed green project was the installation of ten water bottle filling stations. These stations provide chilled, filtered water for students and staff and saves on the removal of waste which is paid by the ton. Various projects that have been completed predominantly by Mr. Hughes staff, as opposed to hiring an outside firm were reviewed, such as installing new air handlers. Other projects reviewed were drilling wells at various locations and the installations of new boilers. The master electrician on staff has been updating the lighting systems of the gyms and cafeterias in the district to more energy efficient T5 systems over the last few years. Mr. Stokinger referred everyone to review the spreadsheet he handed out detailing the energy consumption of the school district over the past 7 years. Mr. Hughes was proud to announce that six of the buildings in this district have been

awarded the prestigious Energy Star rating by the EPA. Timberlane was the first school district in NH to achieve this standard. Mr. Barczak asked about energy supplier bids. Also discussed were various types of alternative energies and their viable usage within the district. Ms. Rochford asked what projects Mr. Hughes would like to see in the 2013-2014 Budget. Mr. Hughes briefly discussed his wish list for 2013-2014. Plans regarding the high school mini gym were discussed. Mr. Francoeur stated he noticed the floors in the high school will need attention this summer. Mr. Hughes described renting a new type of machine this summer to help speed up the wax stripping process at all the schools. A new online program will be utilized for the old “note book” kept at each front office of the MSDS (material safety data sheet) list required by the DOL. Short term and long term plans for the various athletic fields were discussed. Mr. Stokinger described an incident a few weeks back, where Pennichuck Water was called in to mitigate bacteria found in the high school water system. Mr. Stokinger also distributed and referred to the projects list for 2012-2013. Mrs. Green questioned the accounts under Mr. Hughes jurisdiction. Mr. Stokinger stated they were function codes 2620, 2630 and 2650 which comprise approximately 5% of the overall budget. Mrs. Green also requested that maintenance be kept separate from renovations for trending purposes. Mr. Stokinger explained that it is already done except for one or two minor exceptions which he will remove from the 4600(renovations projects) account. Discussion regarding the Danville Elementary School generator to be installed this summer turned into an overall conversation about generator installations district wide. Mr. Hughes finished his presentation and left the meeting at 8:35 p.m.

Reports of Committees:

Mr. Spero reported attending the final technology meeting for the school year. The meeting was mainly about future plans and bringing the new Technology Plan to the School Board for approval before sending it to the DOE for state approval. Mrs. O’Neil reported attending the HS Orchestra concert and she will be attending the Middle School Band Concert. Mr. Barczak, reported on the status regarding the Superintendent search timeline and related subcommittees. He read the dates and times to meet for the focus groups.

- *Administrators and SAU staff members will meet Thursday, May 31st at 4pm in Room 614 at the Timberlane Regional High School.*
- *Local officials and community members will meet Wednesday, June 6th, 7pm in the Timberlane Regional High School cafeteria.*
- *Senior citizens will meet Wednesday, June 6th, 3pm at the Vic Geary Senior Center, Greenough Road, Plaistow.*
- *Parents of students will meet Thursday, June 7th, 7pm in Room 614 at the Timberlane Regional High School.*
- *Professional and support staff members will meet Thursday, June 7th at 3:30pm in Room 612 at the Timberlane Regional High School.*

Mr. Stokinger reviewed how each person can set an alert notice to be emailed every time something new is posted to the Budget Committee SharePoint site, so emailing the agenda and minutes is no longer required.

Future Agenda and Dates:

Mr. Stokinger reviewed the “normal” fall Budget schedule that has always been followed regarding the facilities tours and the administrative budget presentations. Ms. Rochford pointed out that we can always add additional meetings in the fall if we deem them necessary.

Mrs. O’Neil reviewed the departments that have not been in to see the Budget Committee this spring to see if there is interest in having them come in during the month of June.

Mrs. Green made a motion and was seconded by Mr. Spero to invite Mr. Strange and Mrs. Killen in for a review of Curriculum and Assessment for June 28, 2012 if they are available.

Vote: Unanimous.

Mr. Francoeur asked Mr. Stokinger for information regarding past purchases done by the Boosters Club. Mr. Stokinger was not sure but suggested the past president may have more knowledge.

Mr. Barczak asked if inquiries could be made as to why the meeting tonight was not recorded or broadcast. Mr. Stokinger confirmed he would look into it.

Ms. Rochford made a motion and was seconded by Mr. Spero to adjourn the meeting at 9:10 p.m.

Vote: Unanimous.

Respectfully Submitted,
Kathy Smith
Recording Secretary
Approved June 28, 2012