

**Building Utilization Advisory Committee  
Meeting Minutes  
March 26, 2026, 6pm – 8pm Stissing Library**

**Opening of Meeting**

Dr. Brian Timm, Superintendent of Schools, opened the second meeting of the Building Utilization Committee at 6:01 pm. He reviewed the agenda for the evening:

1. Minutes
2. Financial Standpoint
3. Building Utilization Report conducted by Dr. Ross Haber
4. Review of Unfunded Mandates
5. Review of the minutes to determine future data sets
6. Short-term vs Long-term Goals
7. Tour of Stissing Mountain Junior / Senior High School
8. Discussion of dates for the tours of Seymour and Cold Spring

Copies of the following materials were handed out to all committee members:

1. Minutes from March 12, 2026
2. Excerpt from the Draft Budget – Overall Budget Factors
3. Policy #8113 – Extreme Heat Conditions
4. Zero Emissions School Bus Law materials
5. Dr. Ross Haber’s Enrollment Analysis from March 2024

**Minute Review**

Dr. Timm reviewed the minutes from the March 12, 2026. There were no comments. Dr. Timm moved on to ask if any committee member had anything to bring up from the last meeting.

*Members asked for the cost report on the operations of Cold Spring and Seymour Smith.*

Dr. Timm directed the group to look at the data sets on Page 3 of the minutes. He asked for the consensus of the committee on which data points were the most important to review on each of the building tours coming up? He said we can drill down later in the evening as to which data sets will be prepared.

*Committee members brought up parking issues at each building (CS & SS). Another member inquired if new data sets could be added.*

**Financial Overview**

Dr. Timm presented the “[Overall Budget Factors](#)” from the Budget Workshop held on March 17, 2026. He gave the timeline going forward to the date the Board of Education must adopt the budget for the 2026-27 school year. He reviewed the budget that was presented to the Board of Education and highlighted the budget factors. He discussed in order for the budget to pass the District would have to pierce the tax cap and have the support of 60% of the voters. If the budget failed to pass, the District would have to revert to the previous year’s levy. The District would only be able to operate on what was required by NYS, no enrichment or AP classes. He discussed the following considerations to reduce the shortfall in funds:

- ❖ Program
  - No Pre-K
  - Electives

**Building Utilization Advisory Committee**  
**Meeting Minutes**  
**March 26, 2026, 6pm – 8pm Stissing Library**

- Sports
- ❖ Staff
  - Reduction/right size
- ❖ Transportation
  - Consolidation of runs
  - Eliminate 5:00 bus

Questions and comments from the *committee* after the presentation:

*If everything stayed the same what would be the impact?*

Dr. Timm - The budget would increase by 9 or 10% if things stayed status quo.

*To save staffing, could the cost of renovating Seymour Smith be reallocated?*

Dr. Timm – No, the funds would be required to be returned to the Capital Reserves.

*Are there reserves we can use?*

*What reserves could be used to reduce the shortfall for the budget?*

*Has the Foundation ever been reduced?*

Dr. Timm discussed Foundation Aid for those that were not familiar with the potential four million cut to our aid from NYS due to the restructuring of the current calculation. The current aid was calculated for the district when the enrollment was 2x as it is now.

*Administrators from other districts are not worried about losing Foundation Aid. This is the first “we” are hearing about this kind of reduction. This reduction in Foundation Aid is being used as a scare tactic.*

Dr. Timm replied that the Foundation Aid commentary is not a ‘Scare Tactic’ but a reality that the district is financially planning for the future. The district will have a shortfall of four million dollars, the when is unknown.

Ms. Julie Shaw, PPCSD Attorney, shared information on the Rockefeller Institute report. This report was requested by NYS Government to analyze the approach other states are taking on education funding, which could inform discussions about how best to reform New York State’s Foundation Aid formula.

*Who do we compare with locally? (in regards to the budget issues)*

Dr. Timm suggested that Germantown and Onteora were in similar circumstances.

*When would hold harmless kick in?*

Dr. Timm shared how the formula for the Foundation Aid was based on enrollment and certain types of student enrollment are weighted, i.e., special education, economically disadvantaged and ELL students. The formula indicates we will lose four million dollars of aid.

### **Building Utilization Review**

Dr. Timm reviewed the report Dr. Ross Haber presented to the Board of Education in March of 2024. The finding of this study is that the district could consolidate the Cold Spring Early Learning Center and

**Building Utilization Advisory Committee**  
**Meeting Minutes**  
**March 26, 2026, 6pm – 8pm Stissing Library**

Seymour Smith Intermediate Learning Center into one prekindergarten through five elementary school. The report suggested that Seymour Smith had more room and could easily house all grades.

*Is Seymour able to house Pre-K?*

Dr. Timm's response was in the affirmative, this building once housed Grades K-5. Dr. Timm continued with the overview of the Utilization report touching on Stissing. Mr. Boyd was in attendance and he would show the committee the spare rooms and how the school is currently configured on the upcoming tour of the building. Dr. Timm asked if there were any additional questions on the Building Utilization report?

*A member of the committee commented that she's seen better reports and can't buy into Haber's presentation.*

*Questions on table 5 of the presentation as Special Education needs were not indicated. What about the computer lab?*

Dr. Timm shared that "right-sizing" will feel difficult. Without the right-sizing the problems are only going to get worse. Staff may have to share rooms. The goal is to take Cold Spring and put it in Seymour with minimal impact to the least number of people.

*This study doesn't take into account the finances (of all buildings) or the repairs needed at Seymour Smith.*

Dr. Timm asked what were the short-term solutions.

*Committee members indicated they needed the financials for any short-term solutions.*

*Use space at Stissing and keep Cold Spring.*

*We need the data before any building is closed.*

Dr. Timm stressed that with the financial outlook, we need a decision by fall.

*Committee members brought up the following issues/ideas:*

- ◆ *Not enough parking in either building (CS or SS)*
- ◆ *Buildings needs work*
- ◆ *Expand Cold Spring*
- ◆ *Disbelief of the financial situation*
- ◆ *Long-term solution to build on to Stissing*
- ◆ *Re-districting by eliminating Stanford and Clinton*
- ◆ *Can Stissing fit everyone?*

Dr. Timm relayed that in talking with the architects it would be more cost effective to build upwards than to build a new wing. Dr. Timm discussed the BEDS data, that he previously discussed at each of the workshops that reviewed our enrollment and forecasted enrollment.

BREAK – the committee toured the building with Mr. Boyd as the guide.

*After the committee completed the tour and the meeting was returned to order at 7:35 pm, the committee noted that there was a lot of space in the building. They questioned if 5<sup>th</sup> grade could be moved to Stissing in the fall.*

**Building Utilization Advisory Committee**  
**Meeting Minutes**  
**March 26, 2026, 6pm – 8pm Stissing Library**

Dr. Timm asked how the committee felt about 5<sup>th</sup> grades riding the bus with 6-12<sup>th</sup> graders. He also spoke about the maturity of the 3,4 and 5<sup>th</sup> graders and the need for bathrooms in the classrooms or could they use the hallway bathrooms.

*Ms. Kubsch, PPFE member, in her professional opinion, 4<sup>th</sup> and 5<sup>th</sup> graders would have a smooth transition. Mrs. Rundall, PPFE President, also felt that 3<sup>rd</sup> grade would be ok. 2<sup>nd</sup> grade could manage hallway bathrooms, although they would have to be smaller.*

Dr. Timm asked if there were other qualities of the schools that you are considering? What has more value to the community outside of just the building? Are there things about the buildings other than the finances, like architecture?

Dr. Timm stressed that this is a numbers / financial problem that we are experiencing. Seymour Smith cannot fit into Cold Spring, the community (from the thought share) want to maintain the elementary experience. It was his recommendation in January to consolidate Cold Spring into Seymour Smith. It was also discussed that all of the students would be within one mile of each other and that would be beneficial for our SRO and safety. It was noted that Seymour Smith used to house grades Kindergarten through Grade 12. Mr. Couse noted that there is a nostalgic part to Seymour but the building is aging.

*Committee members asked what is the real estate value for selling a building?*

Dr. Timm remarked that both BOCES and Anderson Center for Autism are looking for more space as we are currently offering a few classrooms to each of the schools.

*Committee members inquired on how much revenue would we receive for renting the buildings?*

Dr. Timm replied that we would not receive as much revenue for renting parts of the building compared to the entire building.

*A committee member commented that it would be a drastic impact to Stanford if Cold Spring was closed.*

*Another committee member shared that he thought it would be beneficial to have all of the schools centrally located in the middle of Pine Plains.*

*A committee member asked to have data prepared on each town.*

Dr. Timm commented that we would have certain data sets available at our next meeting that is being held at Cold Spring Early Learning Center.

*A committee member inquired if questions could be submitted ahead of time for the next meeting.*

Dr. Timm replied that he didn't want questions emailed ahead of time as he wanted this committee to have transparency and be collaborative.

*Will the district provide information on the data sets?*

*Can the names of the committee members be shared?*

**Building Utilization Advisory Committee**  
**Meeting Minutes**  
**March 26, 2026, 6pm – 8pm Stissing Library**

Dr. Timm noted that we needed a short-term solution and a long-term solution to our declining enrollment and financial deficits. He described the process of construction on a building, it is at least a five-year process.

Dr. Timm asked the committee to look at the minutes and asked what data sets were the most important to go over at the next meeting for short term decision?

*How much would the district save if Cold Spring was closed?*

*What needs to be done to Seymour?*

*Issues with parking and adult bathrooms were brought up.*

*Are there environmental issues?*

*Why do we need to repair the floors if we are going to be out of Seymour Smith in five years?*

*What is the building maintenance costs?*

*What would happen if we closed a school and sold it and a new business came into the area and there was an increase in enrollment?*

*Many commented that there has been no growth to the communities.*

*A community member asked for floor plans for each building.*

*Dr. Timm replied that we could not supply those as it is a safety issue.*

Dr. Timm wrapped up the meeting as it was running over the 8:00 pm scheduled ending time.

*It was the consensus of the committee to have the following data sets gleaned from the March 12, 2026 meeting minutes for the next meeting being held at Cold Spring Early Learning Center on April 16, 2026 at 6:00 pm:*

- ❖ 4: A committee member requested the projected dollar amount of closing a building and the accompanying effect on the budget. Dr. Timm stated he will prepare this information to the next meeting.
- ❖ 5: A committee member requested data regarding the analysis and cost associated with retrofitting a building. Dr. Timm can bring this information to the next meeting. He commented that Seymour Smith was once a K-5 building and would require minimal, if any, retrofitting. A teacher on the committee stated that modification to the playground area and bathrooms would be required.
- ❖ 8: A committee member asked how transportation costs would be affected by the closure of a building. Dr. Timm can provide this information at a future meeting.

The meeting concluded at 8:12 pm.

Minutes prepared by Julia W. Tomaine, Personnel Administrator, committee member.

**Building Utilization Advisory Committee  
Meeting Minutes  
March 26, 2026, 6pm – 8pm Stissing Library**