



BUDGET COMMITTEE
Town of Hollis
Seven Monument Square
Hollis, New Hampshire 03049
Tel. 465-2209 FAX 465-3701

Minutes of December 8, 2015

Meeting was held in the Community Room, Hollis Town Hall. The Budget Committee was called to order by Tom Gehan at 7:00 PM.

Members present: Susan Benz, Frank Cadwell - Selectman, Andrew Corey – Superintendent, Tom Gehan, Mike Harris, Chris Hyde, Tom Jambard, David Sacks – School Board Rep, Kelly Seely – SAU Business Administrator, Frank Whittemore

Pledge of Allegiance was recited.

1st review of Hollis School District FY17 budget

Tom G. stated that the proposed operating budget is ~\$48K under the 1.5% or \$129K increase allowed by guidance.

Chris H. asked for the anticipated change in student population. Tom G. replied an increase of 6 for a total of 651 students.

Tom G. and Mike H. asked why the budget is less than guidance.

Andrew C. replied that the net cost of full day kindergarten was removed from the operating budget and the gross cost of full day kindergarten is listed as a separate warrant article. This was done per the request of BudCom at the 10/13/15 meeting. If the warrant article fails there will be one less teacher in the budget.

Andy C. reviewed significant new items to the operating budget:

1. New work space counter for kindergarten.
2. Replace HVAC pumps. Andy C. stated he would like to hold off in replacing the boiler pending recommendations from the energy commission. Tom G. and Chris H. stated this should come from the building maintenance trust fund.
3. Playground mulch repair. David S. pointed out that it was a necessary repair every 10 years. Chris H. asked if some could be reused. Andy C. replied most of it would be removed. Chris H. stated he thought the mulch had been replaced within the past 5 years. Andy C. said he would look into it and get back to BudCom.
4. Safety/security device for kitchen door and door alert system that notifies staff if a door is left unintentionally ajar (primary school).
5. Install air conditioning to loft at HUES.
6. Supplies for enhanced science curriculum at HUES.
7. Window laminate. Chris H. asked if this could protect against intrusion. Andy C. stated it would impede intrusion and protect against shattering.

Mike H. asked how much was in the building maintenance trust fund. Kelly S. replied she would find out. David S. suggested planning the next 5 years of capital improvements and funding the building maintenance trust fund accordingly.

Tom G. estimated the balance to be ~\$250K given that planned summer 2015 projects (installing air conditioning / mulch replacement) were not completed.

Andy C. replied that unanticipated expenses (emergency boiler repair) occurred and that he would provide BudCom with specific details as to why the planned projects were not completed.

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Tom G. requested an account of monies spent and anticipated expenditures from the building maintenance trust fund for the next meeting.

There was a discussion about using the expendable trust fund for unanticipated events and the building maintenance trust fund for planned expenses.

Mike H. asked if the new science curriculum was in practice at the primary school. Andy C. said science instruction is age appropriate at the primary school and the administration is now aligning HUES with instruction at the junior high school.

Warrant Articles

Andy C. reviewed the current list of warrant articles.

Andy C. stated that union negotiations are ongoing.

Chris H. stated that any agreement must be presented to BudCom a week prior to the public hearing scheduled for February 3, 2016.

Andy C. itemized the additional costs related to full day kindergarten - \$141.4K staffing and \$11.6K instructional.

Mike H. asked how many students were anticipated. Andy C. estimated 60-90.

The benefits of mandatory full day kindergarten were discussed.

Chris H. asked if transportation requirements would increase. Andy C. stated that kindergarten students would ride on the general school bus.

Tom G. asked about a document that was distributed regarding the science program. Andy C. said the document listed requested education materials that had yet to be approved by the school board.

Chris H. asked if significant changes were anticipated regarding state aid. Andy C. replied that aid was stable but that it was much more difficult to obtain catastrophic aid for special education students.

Chris H. requested the school district's current unreserved fund balance as well as a history of the past few years. Kelly S. stated ~\$150K but she would confirm the number and get back to BudCom. There was a discussion about the percentage of the budget the school board was allowed to keep in the retained balance fund.

Susan B. asked for an explanation of the administrative structure of the school district for next year. Andy C. replied that there will be a principal at each school, one administrator overseeing K-6 special education, and one administrator (.8) overseeing curriculum. Kelly S. clarified that the decreases in these line items had not yet been updated with FY17 numbers.

There was a discussion about the energy commission's proposal to install a wood pellet system in the schools. There was more discussion about pending warrant articles and proposed projects that would use the maintenance trust fund.

Chris H. confirmed that the warrant article regarding full day kindergarten reflected the total cost and that if it failed the budget still included staff to maintain the half day program. Andy C. reviewed projected staffing and classroom sizes.

Chris H. asked about the impact full day kindergarten will have on the district's facilities and if there is enough space to accommodate future student body increases. Andy C. stated that there is space available.

Chris H. asked for an update regarding "Response to Intervention" (RTI). Andy C. replied that because struggling students are being identified and assisted earlier there are less students classified as requiring special education.

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Upcoming Meetings:

January 11, 2016: Selectmen and Budget Committee 2nd Review Hollis Town Budget
January 12, 2016: School Board and Budget Committee 2nd Review Hollis School District Budget
January 26, 2016: Town and School Collective Bargaining Agreements
February 2, 2016: Hollis Town Budget Public Hearing
February 3, 2016: Hollis School District Budget Public Hearing
March 12, 2016: Hollis Annual Town Meeting

Motion to adjourn was made by Mike H. David S. seconded. Meeting was adjourned at 8:33 PM.

Respectfully submitted,

Christina Winsor, Tax Collector