



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

Final Minutes of November 12, 2019

Meeting was held in the Community Room, Hollis Town Hall. The Budget Committee was called to order by Tom Gehan at 7:05 PM.

Members present: Tom Gehan, Chairman; Mike Harris; Darlene Mann; Mike Leavitt; Mark LeDoux, Select Board Representative; Carryl Roy, School Board Representative; Chris Hyde arrived at 8:01pm.

Members not present: Tom Jambard

Others present: Rachael Gosselin, Finance Officer; Kelly Sealy, SAU41 Business Administrator; Paula Izbicki, Hollis Primary School Principal; Candace Fowler, HUES Principal

Pledge of Allegiance was recited.

C. Roy advised there may be some school board members in attendance, however this does not constitute a formal meeting as they are not present in a school board capacity.

Review/Acceptance of Meeting Minutes

October 8, 2019 Draft Budget Committee Minutes

MOVED by Mark LeDoux to accept the minutes as presented, seconded by Mike Leavitt. Voting in favor of the motion were Tom Gehan, Mike Leavitt, Carryl Roy, and Mark LeDoux. Darlene Mann and Mike Harris abstained. The motion PASSED 4-0-2.

There was no public input.

Town Report

R. Gosselin provided the board with Revenue and Expense Report prior to the meeting.

M. LeDoux presented historical data on the town portion tax rate and town tax effort, percentage change in town valuation, reviewed the warrant articles from taxation, the breakdown of tax effort over the last 10 years and the 2019 tax rate breakdown, the Town's Unassigned Fund Balance per Audited Financials, and reviewed the updated town evaluation by Moody's Analytics. There are some encumbrances pertaining to capital expenditures that are anticipated for next year. Advised that the Select Board has tentative agreements with both unions.

The Town will be seeking relief from guidance on several issues, specifically a police legal contract prosecutor for \$1,604, Town Clerk expenses for the upcoming primary election of \$13,250, and **an additional non-union 3% increase of \$38,952 to the already budgeted salaries.**

Input, question, and discussion from M. LeDoux, R. Gosselin, M. Harris, and T. Gehan

MOVED by Mike Harris to set final guidance for the town at \$11,117,275, as presented, without guidance items. Seconded by Carryl Roy. Voting in favor of the motion were Tom Gehan, Mike Leavitt, Carryl Roy, Darlene Mann, and Mike Harris. The motion PASSED 5-0-0.

School Report

K. Sealy and C. Roy introduced the Principals of Hollis Primary and HUES.

C. Fowler, HUES Principal, presented projected enrollment information which is based on NESDEC projections.

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Questions and discussion from *D. Mann, K. Sealy, P. Izbicki, M. Harris, and T. Gehan.*

T. Gehan reviewed the guidance document he sent out to board members prior to the meeting.

K. Sealy explained the reason for the Windows 10 Software upgrade and the complications and costs associated with moving away from Windows 7.

C. Fowler detailed student to tech ratio and the number of computers that cannot be upgraded at HUES. Discussed alternative technology options and print solutions.

P. Izbicki provided numbers and ratios for the primary school.

Questions and input from *C. Hyde, T. Gehan, M. Harris, D. Mann, M. LeDoux, and K Sealy.*

The School will be seeking relief from guidance on several issues, including, a bus contract increase of \$30,500 and Windows Software maintenance/upgrade for \$65,000.

MOVED by Mike Harris to set final guidance for the school at \$13,250,303, as presented, without guidance items at this time. Seconded by D. Mann. Voting in favor of the motion were Tom Gehan, Mike Leavitt, Carryl Roy, Darlene Mann, Mike Harris, Mark LeDoux and Chris Hyde. The motion PASSED 7-0-0.

New Business

D. Mann attended the apportionment workshop help by the COOP School Board and COOP Budget Committee. Explained that as a result of the meeting the school board will be looking at putting forward a proposal at the special district meeting that maintains the current formula, plus \$1 back to a community of their choosing, and locks it for 5 years.

D. Mann received information about HSTEP and the current status of the bond proposal. Suggested this information be reviewed at the next Budget Committee meeting.

Questions and input from *M. Harris, C. Hyde, T. Gehan.*

Adjournment

MOVED by Mike Harris, seconded by Mark LeDoux that the Budget Committee adjourn the meeting. Voting in favor of the motion were Tom Gehan, Mike Leavitt, Carryl Roy, Darlene Mann, Mike Harris, Mark LeDoux and Chris Hyde. The motion PASSED 7-0-0.

Meeting adjourned at 8:42pm

Respectfully submitted,

Camila Devlin, Tax Collector