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**APPROVED**  
TOWN OF PELHAM  
BUDGET COMMITTEE - MEETING MINUTES  
Thursday, November 8, 2018  
APPROVED – November 15, 2018

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**CALL TO ORDER** – at approximately 7:30pm

PRESENT: Mr. Michael Bailey, Mr. David Cronin, Mr. Dave Cate, Mr. Bob Sherman, Ms. Meg Bressette, Ms. Amber Capone, School Board Representative Deb Ryan, Selectmen Representative Doug Viger

ABSENT: Ms. Daryle Hillsgrove (excused)

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**MEETING MINUTES**

**November 1, 2018**

**MOTION:** (Cate/Sherman) To approve the November 1, 2018 meeting minutes as submitted.

**VOTE:** (6-0-2) The motion carried. Mr. Bailey and Ms. Capone abstained.

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**Fiscal Year 2020 SCHOOL BUDGET REVIEW**

Superintendent of Schools Bill Furbush and Business Administrator Deb Mahoney came forward for budget review/discussion.

**Pelham Elementary School - \$6,732,371 School Board recommended**  
2019 adjusted budget: \$6,755,660

Ms. Capone questioned if the shades being purchased were energy efficient and help keep heat out of the building. Ms. Mahoney answered yes.

Mr. Cate asked Ms. Mahoney to briefly discuss utilities, such as heating oil, propane, electric etc. Ms. Mahoney explained they were in the process of exploring natural gas conversion for the school district and in order to do so they have to purchase several pieces of equipment. They are working with Energy Efficiency Investments, which is the same company working with the Town to convert to natural gas. She stated they were looking to have a performance lease through a vendor who would pre-finance their project, replace the equipment with more energy efficient equipment and use the savings to pay the lease payments. Ms. Mahoney said in order to do this they are taking the total figure within the utility budget lines (fuel oil, propane, electricity) and calculate out the savings so it can be used for the lease payment. Currently they are very close to being even with what they need for equipment and how much they can save by making the changes. She informed that the School Board was considering having a solar program, which had associated rebates and additional savings. However, this option had additional costs which may be reflected in a lease payment line. Ms. Mahoney requested that the Budget Committee not adjust the utilities budgets because if reduces she would have to ask for additional money for a lease. As she understood the School Board was considering two options and expected to bring a proposal to the Budget Committee during reconsideration. Mr. Cate understood that any savings

42 would be used for the conversion. Ms. Mahoney answered yes. Mr. Cate stated based on this  
43 information, he wouldn't make the adjustments that he had planned.

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45 Mr. Sherman inquired how much money the district received from the State's Keno Fund. Ms.  
46 Mahoney replied they weren't eligible for any additional funds because the District didn't offer  
47 full-day kindergarten. Mr. Bailey asked if there were any plans to add full-day kindergarten. Mr.  
48 Furbush replied there had been conversations but there was nothing contained in the current  
49 budget for such. He stated they were attempting to keep the budget low in an effort to promote  
50 the collective bargaining agreement for the teachers.

51  
52 Mr. Cronin recalled insurance figures were provided and asked that they be reiterated. Ms.  
53 Mahoney replied the guaranteed maximum medical increase was 4.1%, the average is 8.3%. The  
54 figure for Dental was 2.3%.

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56 **Pelham Memorial School - \$4,910,785 School Board recommended**

57 2019 adjusted budget: \$4,975,032

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59 There were no questions/comments/concerns raised.

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61 **Pelham High School - \$8,065,208 School Board recommended**

62 2019 adjusted budget: 8,135,213

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64 There were no questions/comments/concerns raised.

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66 **District / SAU - \$10,785,092 School Board recommended**

67 2019 adjusted budget: \$10,976,905

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69 Ms. Capone questioned why there was a reduction for Chrome books. Ms. Mahoney understood  
70 the figure was based on anticipated need and the current quote. Ms. Capone inquired if the new  
71 snowplow contract included sanding. Ms. Mahoney replied it included sanding and salting. Ms.  
72 Capone wanted to know if the contract included a liability clause. Ms. Mahoney replied the  
73 contract was not yet in place for the proposed budget. She said the District had immediate need  
74 for the services and confirmed that the liability would be on the company performing the work.

75  
76 Regarding the IT position being increased to full-time, Ms. Capone wanted to know what they  
77 would be doing during the summer. Mr. Furbush explained as they became more dependent on  
78 technology there was more technical support needed within the classrooms and additional  
79 coordination with on-line learning/textbook subscriptions. Ms. Mahoney summarized the tasks  
80 supported by the position during the summer. She noted there were approximately 1,900-2,000  
81 student devices within the District. It was noted there was enough work to keep the IT position  
82 busy.

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84 **Grants Fund - \$700,000 School Board recommended**

85 2019 adjusted budget: \$750,000

86  
87 There were no questions/comments/concerns raised.

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89 **Nutrition Service Fund - \$1,211,209 School Board recommended**

90 2019 adjusted budget: \$1,095,324

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92 Ms. Capone wanted to know what was covered in the District food catering line. Ms. Mahoney  
93 replied it was the line for food expense for purchases to provide catering services during  
94 meetings/professional development etc. She noted it was less expansive to use the internal  
95 service than to hire an external service.

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97 Ms. Capone spoke about the walk-in freezer and wanted to know if there was permanent damage  
98 to the floor and what plan was in place to fix it. Ms. Mahoney explained that there was no issue  
99 with the concrete pad that the refrigerator/freezer unit sat on top of. She said the proposal was to  
100 replace the whole unit, they were in the process of determining what unit would be best.

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102 **Special Fund - \$348,650 School Board recommended**

103 2019 adjusted budget: \$0.00

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105 Budget review concluded.

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107 **DISCUSSION**

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109 Mr. Bailey informed that the Board was provided with the submitted Town and School Warrant  
110 Articles. During the next meeting the Board will vote on the School budget and review warrant  
111 articles.

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113 Mr. Sherman informed if people were interested in becoming a member of the Budget Committee  
114 the filing period for the March 2019 ballot is January 23, 2019 - February 1, 2019. Interested  
115 people can submit information to the Town Clerk's office.

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117 **ADJOURNMENT**

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**MOTION:** (Sherman/Cate) To adjourn the meeting.

**VOTE:** (7-0-0) The motion carried.

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120 The meeting was adjourned at approximately 7:55pm.

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Respectfully submitted,  
Charity Landry  
Recording Secretary