

TOWN OF SEABROOK

BUDGET MEETING

DECEMBER 21, 2009

Present: Paula Wood
Peg Weare
Cora Stockbridge
Gary Pitts
Richard Maguire
Don Hawkins
Aboul Khan
Absent: Ivan Eaton

6:00PM

Mrs. Wood opened the meeting at 6:04PM.

PREVIOUS MINUTES - NOVEMBER 5, NOVEMBER 12, DECEMBER 3, DECEMBER 10 AND DECEMBER 17

Mrs. Stockbridge on the minutes of 11/5 it should state that Aboul Khan was absent. The first page it should say "Kathleen" not "Karen". On the second page it should say "QZAB" not "QASB".

MOTION: Don Hawkins To adopt the minutes of
Second: Paula Wood 11/5 as amended.
Abstain: Aboul Khan
Motion passed.

MOTION: Don Hawkins To adopt the minutes of
Second: Richard Maguire 11/12.
Present: Cora Stockbridge

Mrs. Stockbridge said on the first page the second motion it should be added that the motion passed. On page 2 a comma should be added to the amount of "191,000". On pages 4 and 5 the motions it should be added that the motion passed.

MOTION: Don Hawkins To adopt the minutes of
Second: Richard Maguire 12/3.
Unanimous

Jon Moore arrived at the meeting at 6:06PM.

The minutes of December 10 & 17 were held until the next meeting for further review.

MOTION: Richard Maguire To ask the Town Manager
Second: Cora Stockbridge to present the current
Unanimous attorney fees for PMC
Bio-Tech when they meet

with the sewer superintendent on the budget, also to be advised of the current value of the sewer fund and the revised sewer budget for 2010.

Nancy Tuttle introduced herself and told the committee Dr. Maureen Ward would not be present as she was called for a family emergency. Introductions were made for the committee and school representatives.

Ms. Tuttle gave a brief overview of the budget and increases that were made and the decreases. She said they do not have the numbers for the unions as they are still in negotiations.

Mr. Maguire asked about the enrollment for the school. Ms. Mosca said that over the past few years they have had a decline. In 8-years they have lost on average 71 students.

Mrs. Stockbridge asked about the fund balance of \$448,061 and what it represents. Ms. Tuttle explained what it entails and said it includes the encumbrances. She said it is used to offset the tax rate but it does not reduce the budget. Mrs. Stockbridge said \$100K was used for the Honeywell project. Ms. Tuttle also explained it includes the revenues.

Mr. Hawkins said over the past few years they have had large fund balances and he wonders if the budget is overstated. Ms. Tuttle said she works very hard on the budget and would never say it is overstated. Mrs. Wood agrees and thinks if they are using \$100K for something the voters didn't vote on and they continue to have large amounts of money turned over it may be overstated.

Mrs. Stockbridge asked what the purpose was of the \$100K. Ms. Tuttle said as she understands it the funds were encumbered under maintenance.

Mrs. Stockbridge commented that she was disappointed that they only received 1 budget book for 9 members. Mrs. Wood requests they provide books for all members next year.

Mr. Maguire commented that the salaries increased by about 8%. This also includes step raises and the replacement of employees who have left or retired.

Mr. Maguire asked about the administrative council stipend. Ms. Mosca explained what it entails and how it works. She explained what the assistant principal would do and said the position is for the 2010-2011 school year.

Mr. Hawkins asked what the track advances were. Ms. Tuttle said they are done yearly. The teachers are asked where they expect to be in 18 months in regards to their education. It is contractual so it has to be done.

Two positions are being transferred from the Salaries-Tutors account to the Salaries-Ed Assoc/Aides/Monitors account. These are not new positions. There was general discussion on the aide position vs. the tutor position.

Mr. Hawkins asked about the substitute teacher positions. Ms. Mosca said they hire subs for teachers and assistants. She explained it includes teachers who may be out on maternity leave, workshops, personal days, etc. Teachers are paid depending on how much leave time they have. Ms. Mosca explained how the subs are paid. This is part of the long-term sub contract. A long-term sub must be a certified teacher.

Mr. Maguire commented that there is an inconsistency with the default budget number for the repair/maintain equipment account. Mrs. Stockbridge said her understanding of the default budget is you go back to the previous amount. This account also includes project adventure and last a grant was received so the money was not included.

Mrs. Wood questioned the rental/lease equipment account and said the Town has a mail system that handles all departments where the school has 2 of everything and asked if it is really needed. Ms. Mosca explained why they have 2 and said they operate as 2 schools. Mr. Hawkins commented it could be done more efficiently. Mrs. Stockbridge said the Town departments go to the town hall to do all their work and it seems the school could work more efficiently. The SAU21 is involved with the contracts to get a better price.

Mrs. Wood said in the supplies account they are always asking for the same things and wonders if anything could be re-used. Ms. Mosca said some things are consumable so they would see the same things over and over again.

Mr. Hawkins questioned the books in the books/print media account and if all the schools are the same. Ms. Mosca explained the GLE's which are the standards and then it is up to

the schools to decide how to get there. Mr. Shepard said the curriculum is the same.

Mr. Maguire said the total in the equipment account should be \$15,800. Ms. Tuttle said the school board approved \$15,000.

Mrs. Stockbridge questioned the decrease in the salaries-certified staff account. Ms. Pietrowski said employee was replaced with new staff at a lower rate but in the salaries-specialist it increased as an employee was replaced with staff at a higher rate. Also the increase is due to the number of students requiring services. Mr. Hawkins asked how many students require services. Ms. Pietrowski said anywhere from 80-110.

Ms. Pietrowski explained the increase in the salaries-ed assoc/aides/monitors account. She said it is based on the needs of the child. There is an aide that is shared between 2 students. They do receive Medicaid reimbursement that comes in as revenue.

Mrs. Wood asked if they have to budget if they don't have a student. Ms. Pietrowski said it would be fiscally responsible to budget but it is not required.

Mrs. Stockbridge said she disagrees with the default numbers on pages 36 & 37. There was general discussion on the supplies.

Mrs. Wood asked if revenue comes in for summer school. Ms. Mosca said in the elementary school they charge \$20 but it goes back to the student. The middle school was to help and get the students NECAP testing up.

Mr. Maguire asked about the vacant position. Nancy Tuttle said the School Board agreed to leave it at the higher rate as the position is hard to fill.

Mrs. Wood questioned the testing account. Ms. Mosca explained the NWEA testing that they are looking to have more computer based testing for a lower cost.

There was general discussion on the software account. Mr. Hawkins suggested they look into MS Office through tech soup as it is less expensive. He will send an email to Nancy Tuttle with the information.

Mrs. Wood questioned contract services and if City Year was a grant. Ms. Mosca said it was and it ran out. She explained the Title 1 was set aside. When the school is in need of improvement you have to provide a school choice the first year and the second year you have to provide tutoring so they set aside 10% to provide the services. The Board agreed to add it to the budget so they wouldn't have to lose personnel. Mr. Shepard explained the function of the Resource Officer and what he does.

MOTION: Paula Wood To take a 10-minute
Second: Gary Pitts break at 8:15PM.
Unanimous

Committee reconvened at 8:25PM.

SAU Services had an adjustment for a new Superintendent at the higher rate. Mr. Hawkins asked if there is a new number if Hampton withdraws from the SAU. Nancy Tuttle said it doesn't affect this budget.

Mr. Maguire asked why the Board went back to the system with two principals and one assistant principal. Mrs. Heywood said they had always planned to go back. She explained how they received the notification of the previous principal 3-weeks before school started and this is the system they come up with. Mr. Shepard explained why the need for a principal with an assistant. There was general discussion on the needs of middle school students to the elementary students. Ms. Mosca feels without having an assistant principal they are not addressing the curriculum. The cost includes all benefits.

Mr. Maguire asked what role the Resource Officer plays. Mr. Shepard said he cannot be privy to some matters but he is involved when needed.

Mr. Maguire commented he could not support the expenditure at this time with the enrollment dropping.

Mr. Maguire asked if a study was done to see if it would be cost effective to privatize the custodial work. Ms. Tuttle said the SAU has not but another district did and there are pros and cons to both. She went over the reasons for the increases in the salaries-custodial account. There was discussion on the supplemental pay for an employee.

There was discussion on the amount of work during the summer months for the salaries-substitute account.

Mrs. Wood questioned the water sprinklers. Mrs. Heywood said they are looking into the cost but they have found out that it is not mandatory currently.

Mrs. Stockbridge questioned the services in the repair/maintenance account. Ms. Tuttle went over some of the annual maintenance contracts and the specialty contractors.

Mr. Maguire asked what Honeywell's impact would have on the electricity account. Mrs. Heywood explained the savings would pay for the contract. It would not show until the 2011-2012 budget.

Mrs. Stockbridge asked who the carrier was for the health insurance. Ms. Tuttle said the LGC and the employees pay anywhere from 15-35% of the premium. There was general discussion on the plans offered to the various employee groups.

Mrs. Wood said she is going to have a difficult time supporting this budget with the addition of administrators.

Mr. Khan said he would support the budget due to the concern of the curriculum at the school.

Mr. Hawkins said it would be \$80,161 less with the elimination of the administrator position.

Mrs. Wood commented she is also concerned with the fund balance and what the school turns back.

Mr. Maguire would like to have considered removing \$10K from the position to replace the speech therapist and \$10K from the tuition account for special education.

MOTION: Don Hawkins To eliminate the
Second: Richard Maguire assistant principal
Opposed: Aboul Khan position of \$80,161.
Jon Moore
Peg Weare

Motion passed.

MOTION: Richard Maguire To reduce the special
Second: Gary Pitts education account by
Opposed: Aboul Khan \$10K for tuition.
Jon Moore
Peg Weare

Motion passed.

MOTION: Richard Maguire To reduce the certified
Second: Paula Wood staff account by \$10K.

Mr. Khan asked for further explanation on this position. Ms. Pietrowski explained the position. She said this is the 2nd retirement in the past 3-years and it took 1-year to fill it the last time. The services have to be provided even if with an outside agency, which would cost more money. The position requires a master's degree per State regulations.

Opposed: Aboul Khan
Jon Moore

Motion passed.

MOTION: Paula Wood To move a figure of
Second: Richard Maguire \$11,404,033.00 for the
Opposed: Jon Moore school budget.
Motion passed.

WARRANT ARTICLES

Article 1 - is the operating budget.

Mr. Maguire asked that they delay the article so the correct numbers could be put in.

MOTION: Richard Maguire To hold article 1.
Second: Paula Wood
Unanimous

MOTION: Aboul Khan Move to reconsider the
Second: Richard Maguire bottomline budget.
Unanimous

MOTION: Paula Wood To move a figure of
Second: Richard Maguire \$11,404,033.00 for the
Opposed: Aboul Khan school budget.
Jon Moore
Motion passed.

Articles 2 and 3 are union contracts and still in negotiations, so held until finalized.

Article 4 - long-term maintenance - \$50K

Mrs. Stockbridge asked what the maintenance would consist of. Ms. Mosca said they have a CIP they follow and address. The Board will bring a list to the public hearing.

Committee agreed to hold all articles until the public hearing.

There was general discussion on what the expendable fund would consist of and be used for.

Mr. Maguire thanked the members for attending and helping with the meeting due to the unfortunate accident with Dr. Ward's family.

Next meeting is Tuesday, December 29 at 6PM.

Meeting adjourned at 9:55PM.

Minutes taken by Kelly J. O'Connor

Approved and endorsed:

Paula Wood, Chairman

Date: _____