

## **Budget and Finance Committee Meeting**

### **January 8, 2024**

**Called to Order:** 5:38pm

**In Attendance:** Members- Tracey Bigney, Linda Graban, Heather Lander, Jared Fulgoni, and Kelly Theriault.

#### **Budget Update**

Kelly Theriault, Business Manager, reported that RSU 63 has begun to receive high school tuition bills. Early projections for each cost center look as though we will stay within the budget, however, there are two areas that will be over budget: Special Education and System Administration. In addition, both facilities and transportation will be close. The Special Education department continues to work at transferring high cost, out of district, students back in-house, whenever possible, and we've had some high school students move or transfer.

There have been continuous bus issues, there are no spare buses for the district at this moment, so the ability to rent/lease was added to the insurance rider. John T. Cyr & Sons, Inc. has a bus available to rent if the need arises, they charge us \$330 per day. We thought we were going to need to lease one right before break, but O'Connor's was able to quickly repair the bus that was there. There is one (1) bus that is now off the road due to frame issues. A new bus will be necessary next year. Zachary Chenier, Transportation Coordinator, has given positive feedback regarding the new software Transfinder and its abilities to find more efficient routes. (This software is provided to schools for free by the state.)

The storm in December was costly. The fuel for the generator cost approximately \$19,000. We generally put 40 to 50 gallons in at a time, but it ran for nine (9) days in December. There was also damage to the back of Holbrook Middle School (window/siding), the window alone costs \$880 and will cover the insurance deductible. Linda asked if FEMA money was available. If nothing else, we will file a claim with insurance. The bus garage damage from the fall ended up being more expensive than anticipated. We only received one quote and it was for \$13,485. Insurance requested that the district get our own appraisal and did not have recommendations. The one quote received does have a possible conflict of interest, but was the only one received. Mr. Chenier reached out to four (4) local contractors for estimates but was unsuccessful (too busy or no call back). Committee recommends attempting to get additional quotes from local sources. (Several contractor names were provided by the committee. Mr. Fulgoni will ask Mr. Chenier to reach out to them.)

There was a short discussion regarding the ongoing heating and HVAC issues at Holbrook Middle School, as well as regarding the safety issues surrounding the vehicle student pick-up lines at both Holden Elementary School and Holbrook Middle School.

#### **FY24 Financials**

The subsidy for hot lunch started arriving, the district's income is increasing, but it is still in a deficit of approximately \$20,000, which is acceptable for this time of year. A question was asked around returned products, and credits. Kelly Theriault explained that orders are invoiced on delivery, so we receive credits for returned supplies at a later date. The cooks mark the invoices to note the return, and AP knows where to post the credit. The committee asked about further planning for the salad bar at Holbrook and if it replaces the lunch meal option or in addition. Kelly explained in the past it's been a combination of both. Further discussion with staff is needed on implementation. In addition, the convection oven at Eddington Elementary School was sold through bid for \$116.00. "Ms. Wendy" is very happy with the new oven and its efficiency.

**FY25 Budget**

Kelly Theriault is working diligently with new administrative staff on the FY25 budget. The budget is in the beginning stages and about half of the administrative team has submitted. Beginning in February, Superintendent Fulgoni will begin to meet with departments to review their budgets. Then the Budget & Finance committee will start their review, before going to the full Board of Directors for approval. A late April, early May approval would be the goal.

**Other**

There was a short discussion about the pros and cons of consolidating the buildings for kindergarten through eighth grade. The logistics of transportation were discussed, as well the efficiency. In addition, there was a short discussion about displaced students and transportation services that the district is responsible for providing to them. Tracy Bigney agreed that she will sign the Board Awareness Certification for the Clean Bus Rebate Program. It is due by January 31, 2024.

Brewer's Nu online program was discussed from a budgetary view. RSU 63 and Brewer agreed to one Superintendent Agreement for this specific program, however, Brewer will charge tuition for students in kindergarten through eighth grade going forward. RSU 63 does not pay tuition for K-8, other than for special services students. This issue will need to go to Policy Committee for discussion.

**Next Meeting**

TBD based on Board Training Workshop.

**Meeting Adjourned:** 6:55pm

**Approved: January 22, 2024**