

Budget and Finance Committee Meeting

06/07/2021

Called to Order: 3:37pm

In Attendance: Steve Carr, Holly Whitmore, Cherie Faulkner, Susan Smith, Kelly Theriault, and Tracy Bigney (community member)

FY21 Financials (April)

- Ed Tech, Bus Drivers, and Cooks are part of the pay averaging encumbrances.
- Generator is encumbered in Facilities line.
- Facilities cost center is expected to be over due to the increased cost of the generator.
- Transportation and Central Office lines are close.
- Cherie asked if the special education contingency is carried over. Kelly Theriault said it carries over into the general fund balance and is reassigned to the special education contingency.
- The upright freezer stopped working at Holbrook. \$300 estimate to replace, looking at replacement toward the end of summer. Dishwasher scheduled to install next week.
- No big concerns with hot lunch.
- Superintendent Smith handed out activities account summaries. These are reviewed by the Budget and Finance Committee every year in June. The five accounts we have are Parent Teacher Group (PTG), CHEFS, Holbrook Account with Sub Accounts, Holden and Eddington Accounts also have Sub Accounts.
- School Activities Accounts are used to purchase certificates, awards, etc. Usually funded through fund raisers. Superintendent Smith is going to check with Don Spencer on the CSteps Grant.
- Laminator machines are 18 years old and in need of replacement at the Elementary Schools.
- Funds left in Music and Art Grant Account. Superintendent Smith will let the new music teacher know there are funds to use.
- Holbrook activities account is saving toward an 8th grade legacy gift, one idea is for an outdoor sign. Student council balance is a little high (\$5,000), no funds spent this year. Superintendent Smith will follow up with Michele Archambault on possible sign donation.
- CHEFS balance received a lot of donations this year. CHEFS has funded the backpack program, fresh fruit/veggie snack program (after February Vacation), and a clothing closet.
- Parent Teacher Group (PTG) account has no concerns. They have a plan to use up the funds in case no one steps up to take over the program.

Personnel

- Lots of changes in the works for anticipated new staff.
- Some confidential information will be shared with the Board.

Facilities

- Request for Proposals were sent out for the Eddington Roof, budgeted for next fiscal year. Randy Bragg from Carpenter Associates helped with a list of contractors he has used in the past.
- Paving for Holbrook parking lot bid went out with the Town of Holden. More information is expected soon.
- The joint propane bid with AOS 47 did not work out because we do not own our tanks. Maine Energy is the only company willing to work with us. Superintendent Smith pulled out of the joint bid. We will need to go out to bid for propane to include the purchase of tanks.
- The Eddington tank conversion, piping, and concrete pad is \$86,000+. This is way over budgeted funds. We will need to go out to bid for this project.
- Parking lot sand clean-up is needed. In the past John Clark used to clean the parking lots for us with his tractor or we worked with Downeast Sweeping (\$400 Holden parking lot). The cost would be approx. \$1,200 for all three schools to be swept. A sweeper attachment for our tractor is \$2,460. The facilities cost center is tight so this will be revisited later.
- Bus garage update: Route 9 Towing posted a building for sale. Holly Whitmore and Jake Morgan viewed the property. Concern is property is in Clifton and it's a private sale. Superintendent Smith reached out to Belinda Lawrence who said to talk to Chuck Lawrence. Chuck does not want to sell the Trade Winds warehouse. He estimated \$650,000 for a building in a space he just purchased and demolished. He is looking for other property around \$250,000 for us. Mr. Lawrence has a property he is in the process of purchasing on Route 1A that would need some work, paving, septic, and garage doors installed. Jake Morgan viewed the property. Mr. Lawrence said he would sell us the property with garage doors and septic for \$260,000. He understands we would need to go to referendum. Holly Whitmore felt this was a very generous offer. Superintendent Smith will let Mr. Lawrence know we are interested in moving forward with working with him and start the process to go to referendum in November.

Transportation

- There was a manifold that needed to be replaced on a bus. We asked Daigle and Houghton to not install yet, but they did, so we have an unexpected cost to cover.
- There are some personnel issues. Jake and Keith will finish out the rest of the school year covering bus runs.

Other - None

Next Meeting

- TBD after June 14, 2021 Board Meeting

Meeting Adjourned: 4:28pm

Approved: August 23, 2021