

R.S.U. 63
Budget & Finance Committee Meeting Minutes
April 11, 2019
HOLBROOK CONFERENCE ROOM

1. Call the meeting to Order: 5:15pm
In attendance: Jen Newcomb, Steve Carr, Kelly Theriault, Susan Smith, Gavin Robinson, Tom Copeland (Town of Holden)
2. Committee Officers
 - a. Gavin was elected Chair
 - b. Gavin and Steve were nominated for Warrant Officer positions
3. FY19 Financials Review
 - a. General Fund
 - i. General presentation, no questions. On track to finish around 3%
 - b. Hot Lunch
 - i. Do not expect this will finish in the negative
4. Support Staff Handbooks
 - a. Reviewed Support Staff Handbooks. Discussed adding language from Workers Compensation after Training Requirements requiring a pre-employment physical for some positions. Jenn Newcomb asked if this was budgeted. No, but it is relatively inexpensive and we get a credit of about \$1,500 on our Workers' Compensation cost. Discussed Alarm Calls/Building Check wording addition, we will pay a set fee. OK to not pay Over Time, as the pay discussed is more than time and a half. If there is an event that takes additional time, that becomes a different cost. Recommended to bring the Support Staff Handbooks to the full Board.
5. FY20 Budget
 - a. Reviewed 'Potential Budget Reduction' Document and changes from prior review at April 10th's Budget Workshop.
 - b. Total increase \$738,000 a 7% increase and a 16% assessment. Susan will talk with Maine Municipal Bond Bank to assess whether some of the facilities cost in next year could be financed rather than all included in the FY20 budget.

- c. Next budget workshop is Thursday, April 25th at 4pm. We will reconvene and have another review of FY20 budget.
- d. May 9th at 6:00 will be public budget and information session at Holbrook. This will include FY20 Budget and information around the one campus report from the Ad Hoc Committee.
- e. Discussed briefly the \$40,000 minimum teacher salary and its status at the State.
- f. Discussed LD 240 and Career and Tech. Ed. Funding – topics at Superintendent PENQUIS Meeting.

6. Audit Management Letter

- a. Carry to next month. Susan Smith will bring forward response after State asks for it.

7. Other

- a. Bids for Heating Fuel / Audit
 - i. Looking to go out week of April 22nd. Discussed how it cannot be turned around before public budget informational meeting but, we can still update the budget if bids are due back by May 9th or 10th.
- b. Sold the old bus for \$975 for scrap metal (after stripping parts).
- c. Susan will brief Board on recent Freedom of Information Act request from former employee and Dedham related to transportation contract.

8. Next Budget and Finance Committee Meeting: May 14th at 4:30pm at Holbrook

- a. Workshop April 25th 4:00pm at Holbrook

9. Adjourned: 6:01pm