

Budget and Finance Committee Meeting

12/08/2021

Members Present In Person: Tracy Bigney (6:36pm) and Cherie Faulkner

Members Present Remotely: Linda Graban

Also Present In Person: Susan Smith, Jaime Pangburn (left meeting at 7:05pm), Jake Morgan, and Holly Whitmore

Also Present Remotely: Kelly Theriault and Randy Bragg (left meeting at 6:45pm)

Called to Order: 6:18pm

Adjustment to the Agenda: Move Eddington SRRF Bid to the beginning of the meeting.

Eddington SRRF Bid: Bid comparison sheet was provided. Two bids were received; ABM Mechanical, Inc. and Devoe Construction, Inc. The bid comparison sheet was broken out by bid item. Randy Bragg, Carpenter Associates explained the changes to the rebid from the first bid. Devoe Construction, Inc. is the low bid. Randy Bragg recommended the Budget and finance Committee consider #2, #3, and the #1 alternate, based on our budget. Discussion took place on the differences in the alternate options. Jake Morgan advised he does not like the univents in the alternate #1 and prefers the ERV. Kelly Theriault stated we are down to the same problem of not being able to afford the ERV. Discussion took place on cost, funding available, and units.

The Budget and Finance Committee recommends Devoe Construction, Inc. option #1 ERV units (\$475,000) and #3 (\$224,000) to the Board.

FY22 Financials:

Cost Center Summary: Kelly Theriault advised they are continuing to watch System Admin and Transportation. There are no new areas of concern. Cherie Faulkner asked if legal could not be used unless absolutely necessary. Superintendent Smith advised most of the legal fees was due to the Bus Garage. She also had to call for the grievance, policy questions, and teacher contract review. Kelly Theriault advised legal is only called when absolutely necessary. Cherie Faulkner is concerned we are already over budget and we are going to need legal counsel for teacher negotiations and we need to cut back on legal calls. Part of the legal cost center is also encumbered. Linda Graban also echoed she is concerned about legal fees and asked about cost for closing on the Bus Garage. Superintendent Smith advised she has asked for it, but has not received a firm amount yet.

November FY22 Detail: No concerns or questions.

Hot Lunch: November claim was submitted today. We are around the breakeven point. No concerns or questions.

DIE – Fund Balance: Kelly Theriault explained this was a new policy for RSU 63 a few years ago. The changes have been reviewed by the Policy Committee. No changes recommended by the Budget and Finance Committee. This policy is ready for the full Board.

Bangor Savings Bank Card: Kelly Theriault advised more and more vendors will not take purchase orders or a paper check. Employees are having to use personal cards and we reimburse them. Kelly recommends to attach one debit card to the general fund bank account to be managed at the Business Office and through the warrant process. The committee is in agreement with this recommendation.

Facilities: Superintendent Smith shared the priorities lists, the assessments done by Carpenter Associates, and the updated priority lists. Some projects were completed with funds from CRF or ESSER funds. These lists will be revisited during the budget process. Tracy Bigney would like to see a Facilities Plan created moving forward. Cost/savings benefit analysis should be considered when determining facility projects.

Most respondents to the 360 Survey were in favor of two schools. We have preliminary costs and square feet preferences from work Oak Point did a few years ago. The updated priority lists were reviewed and Jake Morgan explained the priority items for each building.

Other: Holbrook Indoor Air Quality project has not gone to bid yet. Carpenter Associates anticipate having bids available for review in February.

Next Meetings

- Wednesday, January 12, 2022 at 6:00pm
- Tuesday, February 15, 2022 at 5:30pm

Adjourned: 7:48pm

APPROVED: January 24, 2022