

**RSU 63**  
**Budget & Finance Committee**  
**Meeting Minutes**  
May 17, 2023  
Holbrook Middle School  
**5:15 p.m.**

**Members Present in Person:** Tracy Bigney and Linda Graban

**Also Present In-Person:** Kelly Theriault, RSU 63 Business Manager and Jared Fulgoni, RSU 63 Superintendent of Schools

**Members Unexcused Absent:** Cherie Faulkner

**Call the meeting to Order:** 5:25pm

**FY23 Financials**

Discussed summer salaries, pay averaging, and hourly staff hours. Discussion on out of district placement billing and cost center. Discussion on high school tuition issue with non-attending students and creating tuition agreements with receiving high schools.

**Bids**

Vehicle: We sent the RFP to nine dealerships and received two bids back. Requested a 7-9 passenger. Bids came back much higher than anticipated. We have rejected all bids and searched the market a bit more. We will go back to bid in the summer. We have \$30,000 to work with after reworking the ESSER III grant.

Electricity: Currently, we under contract with Maine Power Options until November 2023, current rate .064 cents per kilowatt. We have three vendors that submitted proposals. A twelve-month contract is a lot of work, Ms. Theriault and Superintendent Fulgoni would like to have a longer-term contract, at least a twenty-four month term. We could hold off and try again in August. Budget and Finance Committee recommends to move forward with USA.

Plowing: Bids are due June 1<sup>st</sup>.

Fleet Fuel: Bids are due June 1<sup>st</sup>.

Budget and Finance Committee approve to allow Superintendent Fulgoni to accept the lowest bid and move forward with contracting. Proposals will go to the committee in June for transparency purposes and to the Board at the June 26<sup>th</sup> board meeting.

**Audit**

FY22: The audit is finalized. Electronic copy is on the website and Ms. Theriault will send to the Board. No major concerns. Student activities accounts are listed on the management letter and will be discussed at the Admin Team Meeting this week.

FY23: Audit team is set for this school year. We will go to bid in the fall as we are completing our fifth year and are required to go to bid every five years. Pre-audit starts this week. They will be onsite the first week of October. Discussion on fleet cards (ie. Lowes), how many staff members have cards, and changes to manage them appropriately.

**Facilities & Transportation**

Mechanic Salary: We have been informally asked to address the mechanics salary as he has been offered another job with another district for a much higher salary. Ms. Theriault advised this should have been addressed when we amended the Bus Driver salaries, as drivers are now making more money than he is.

We will address salaries when we look at handbooks again. Superintendent Fulgoni feels strongly the Central Office Staff (Shelley Wyman, Kelli Pollack, and Lisa Gamblin) do not belong in the hourly support staff handbook and Ms. Wyman's position should be salary, not hourly. Linda Graban felt we need to look into this more and do some comparisons with other school districts.

**Other**

Discussion on staff vacancies and posting options.

**Next Meeting Date:**

**Adjourn:** 6:33pm

**APPROVED:** Approved June 26, 2023