

**NEW BOSTON SCHOOL DISTRICT
New Boston, New Hampshire 03070**

**NEW BOSTON SCHOOL DISTRICT PUBLIC BUDGET HEARING
Wednesday, January 10, 2018 - 6:30 PM**

**New Boston Central School Library
15 Central School Road, New Boston, NH 03070**

PRESENT

SCHOOL BOARD

Wendy Lambert
Kary Jencks
Glen Dickey
Fred Hayes
Bill Schmidt

ADMINISTRATORS

Brian Balke, Superintendent
Tori Underwood, Principal
Tim Stokes, Assistant Principal
Jenn Gilliland, Special Education Facilitator
Randy Loring, Facilities Director

CALL TO ORDER

Wendy Lambert called the Public Hearing to order at 6:40 PM.

OPENING OF PUBLIC BUDGET HEARING ON NEW BOSTON SCHOOL DISTRICT BUDGET

Brian distributed the Warrant.

Warrant Article 2 contains the proposed operating budget and default budget. Tori presented the budget with a Powerpoint Presentation. Article 3 is the Support Staff contract. This was included in the Powerpoint Presentation. A pie chart that is used every year will be added to the Presentation. Warrant Article 4 is for deposit to the Building and Renovation CRF.

Luis Soto of Bedford Road was present and noted he watched the video showing five options presented to the Goffstown School Board. He suggested the town put the money found through the audit into an account to use to improve the school in the future, to save taxpayers money in future years. Glen noted the Board and school have no legal method to retain the money and don't want to retain it. Wendy noted more money was retained in the Goffstown School District than the New Boston School District and that is why options were given to the Goffstown School Board in the video. Each year the District returns unreserved funds to the town for tax relief, the District is not allowed to keep unreserved funds. Brian also noted the Goffstown documents mentioned in the video are available on the SAU website. The Board decided the money was improperly retained and that it should be returned for tax relief. Not all of the money was raised through taxation; some was from overcollection of revenue. The Goffstown School Board also voted not to retain any of the money after considering several options. If the Board decided on another option, it would be a Warrant Article.

Bob Evans of Beard Road asked if support staff would still get raises if Article 3 does not pass. The Board said support staff would not get raises if Article 3 does not pass, in that case current salaries would be upheld.

Bob asked the balance of the Building and Renovation CRF. Fred and Brian explained the history of use of the fund over the years as NBCS is an old building that needs a lot of work and repairs. The current balance is \$105,000. The balance was \$5,000 after the summer roof project until a recent deposit of \$100,000 from the 2016/2017 unreserved funds as approved by voters in March 2017.

Luis asked if the money found through the recent audit could be used for facility needs or kept for an emergency cost that could be a struggle for taxpayers. Brian noted the SAU Business Office made accounting errors and the Board wants to return the money to the town for tax relief. The Board is aware that there are taxpayers who are

hurting due to property taxes. Brian also noted 20% of the town's population are school-aged children. He said the building needs improvements and an emergency could occur at any time. The Board could have decided to increase the request in Article 4 to include some or all of the \$1.1 million found through the audit but decided it was not appropriate. Bill also noted the District already has CRF accounts for emergencies.

Bob asked which Board determines what to do with the \$1.1 million found through the audit. The Board said they decide, if it is returned to the town it will go toward next year's tax base. The Selectmen could then adjust what they would normally return to keep the tax rate stable. A citizen Warrant Article could also have an effect.

The Board discussed Article 3, the Support Staff Contract which include paraprofessionals, custodians, kitchen staff and administrative assistants. Through negotiations, the Board and Support Staff Union formed a Committee and came to this agreement to bring to the voters for approval. The Committee focused on wages and tried to increase Support Staff wages over three years to make them comparable and competitive with wages for these positions in elementary schools in similar area towns. NBCS has an incredible Support Staff and the Board and Administrators want to retain them. Contract wording was revised to make it easier to understand. Family leave aspects were updated. The Board and Administrators are very proud of the quality of NBCS, one of the highest achieving elementary schools in NH at one of the lowest per pupil costs. Last year, three long time Support staff members retired, NBCS Support Staff care about the school and students. This shows the type of caring, invested individuals who work at NBCS. The percentage increase is 3.3% the first year to make wages more competitive, 1.7% in year two and 1.5% in year three to bring wages closer to \$15 per hour. Human Resources Director Kate Magrath will prepare a presentation to review these details at the Deliberative Session. Most NBCS paraprofessionals are certified. The custodians and kitchen staff are on a different salary grid.

Warrant Article 4 is for \$100,000 deposit to the Building and Renovation CRF from the 2017/2018 unreserved fund balance, not from the \$1.1 million found through the audit.

PUBLIC COMMENT

As above.

ADJOURNMENT

Glen Dickey moved to adjourn the public hearing at 7:22pm. Kary Jencks seconded the motion. The motion carried (5-0). Hearing Adjourned.

NEW BOSTON SCHOOL DISTRICT SCHOOL BOARD MEETING Wednesday, January 10, 2018 - 6:30 PM

OPENING

CALL TO ORDER

Wendy Lambert called the meeting to order at 7:22 PM.

APPROVAL OF DECEMBER 20, 2017 SCHOOL BOARD MEETING MINUTES

Glen Dickey moved to approve the December 20, 2017 School Board meeting minutes as written. Kary Jencks seconded the motion. The Board then reviewed the December 20, 2017 School Board meeting minutes and made the following changes:

Page 2, under Principal's report, first bullet, change "collating" to "collecting"

Page 2, under Principal's Report, third bullet, change "Jackie" to "Jacqui"

Page 2, under Superintendent's Report, second bullet, add "Interim"

Page 3, under Goffstown Subcommittee Reports, two places, add "athletic"

Page 3, under New Boston Policy Committee, IHAMB, change "Teacher" to "Teaching"

Page 4, under Audit Discussion, first line, change "doesn't" to "the SAU and Board does not"

Page 4, under Audit Discussion, second paragraph, second line, add "2016/2017"

Page 5, first line, add "with Goffstown"

Page 5, second paragraph, last line, change “made” to “make”

Page 5, third paragraph, second line, change “June 30, 2018” to “the audit is complete”

Page 6, third paragraph, change “*for infinity*” to “*indefinitely*”

Glen Dickey moved to approve the December 20, 2017 School Board meeting minutes as amended. Bill Schmidt seconded the motion. The motion carried (5-0)

CORRESPONDENCE

Brian noted the Correspondence folder contained the following:

- A letter from a parent, Amy Sanders, dated January 9 asking that a path from the White Buildings through the preschool area be snowblowed and kept clear for travel during morning drop off. Brian spoke to Tori and Randy about the suggestion and they both have safety, maintenance and staffing availability concerns if this were implemented. Amy also suggested a stop sign with a stop bar in the area. Randy and Tori do not recommend this for several reasons including mechanical and budget restraints.
- The Board received a Christmas card from Kevin Collimore.
- A letter from a student requesting extra recess. Wendy will respond.

PUBLIC COMMENT

Kaleb Jacob of Fraser Lane and Chairman of the New Boston Taxpayers’ Association was present and noted he wants the \$1.1 million found through the audit to be returned to the town for tax relief. If taxes decrease for one year he is ok with that as each year taxes have increased. He doesn’t expect taxes to increase a lot in the subsequent year. Brian noted the decrease from this is more significant in Goffstown as it has an approximate \$7 decrease on the tax rate in one year. In New Boston, the decrease is approximately \$2. The money is going to be returned to the town June 30, 2018 after the audit is complete.

Kaleb asked if there is a limit for the Building and Renovation CRF (Article 4). The Board said there is no limit for the Building and Renovation CRF but there is a limit for the 2.5% contingency fund, as well as limitations on how it can be used. Brian said by statute a CRF is allowed for facility management and there is no limit, the same as town truck CRFs. The Board noted the deposit won’t be kept in the account; money will flow in and out of this account for projects.

Kaleb said he has been watching town politics for a couple years. He asked the Board to make a motion to do as Goffstown did with the money found through the audit to restore public faith. The Board noted they have to wait for completion of the forensic audit before saying publicly the final amount and what will be done with it but they do not intend to keep the money.

Kaleb noted he saw a Goffstown News article from 2010 that brings up an issue of \$600,000 that went missing and subsequent e-mails that cause him suspicion. The Board and Administrators are not familiar with this.

Kaleb thanked the Board for their work and the Board thanked him for his comments.

Bob Evans of Beard Road noted as a former bus driver that the path discussed under correspondence is a terrible idea.

BUSINESS OPERATIONS/FINANCIALS

MANIFEST AND VOUCHERS

The December 6, 2017 manifest was conditionally approved at that meeting. ***Glen Dickey moved to approve the December 6, 2017 manifest in the amount of \$231,568.11. Fred Hayes seconded the motion. The motion carried. (5-0)***

The December 20, 2017 manifest was conditionally approved at that meeting. ***Glen Dickey moved to approve the December 20, 2017 manifest in the amount of \$330,727.52. Fred Hayes seconded the motion. The motion carried. (5-0)***

The January 10, 2018 manifest is ready to approve but a typo was found when the Board reviewed the Manifest Summary sheet. The amounts will be confirmed. *Glen Dickey moved to provisionally approve the January 10, 2018 manifest pending confirmation of the amounts. Fred Hayes seconded the motion. The motion carried. (5-0)*

REPORTS

PRINCIPAL'S REPORT

Tori Underwood reported the following:

- The chorus, band and string concert is tomorrow at 8:30 AM and 6:30 PM. The chorus is new this year.
- The Spelling Bee is January 18 at 8:30 AM.
- The next Community Meeting showcase of student work is January 25 at 8:30 AM.
- Staff was surprised when they found mint tea gifts made by the Garden Club on their desks. The Garden Club also surprised staff with gifts of flower arrangements in the fall.
- AIMSWEB testing is taking place.

SUPERINTENDENT'S REPORT

Brian Balke gave the Superintendent's report:

- The Deliberative Session is February 6 at 7:00 PM in the gym. The snowdate is February 8.
- The Goffstown Budget Committee approved the proposed Goffstown School District budget with no changes. Last night it was supported at the Public Budget Hearing. Two Warrant Articles were not supported and may be removed. The Goffstown Budget Committee supported a Warrant Article to purchase 110 acres adjacent to GHS was supported with \$695,000 to be raised by taxation. No action was taken to do anything with the \$9.1 million found through the recent audit. It is scheduled to be returned to Goffstown on July 1, 2018 unless there is a petition Warrant Article, for which the deadline has probably passed.
- Land for the future: There are no plans to build on the proposed 110-acre purchase. It is land for the future for use perhaps as athletic fields or another school. The District has considered this land since 2015. It is an investment for future education in the community. This purchase would not be bonded or be purchased with unreserved funds.
- The second snowday was Thursday with a delayed opening Friday. SAU Administrative Assistant Denise Morin is working on a new school calendar format to keep track of snowdays.
- There was a recent incident when an 11-year-old Goffstown student got off the school bus and was followed into her home by a man, possibly from Massachusetts, who got away. Brian sent out a notice on School Messenger. Two parents (one from New Boston) contacted him and said he shouldn't have done that.

GOFFSTOWN SCHOOL BOARD SUB-COMMITTEE REPORTS

C&E COMMITTEE REPORT (NEXT MEETING 1-29-18 @ 7:00 PM @ SAU)

POLICY REVIEW COMMITTEE REPORT (1-29-18 @ 5:30 PM @ SAU)

NEW BOSTON POLICY REVIEW COMMITTEE REPORT (NEXT MEETING 1-24-18 @ 5:00 PM @ NBCS 1ST FLOOR CONFERENCE ROOM)

NEW BOSTON SCHOOL DISTRICT DELIBERATIVE SESSION 2-6-18 @ 7:00 PM @ NBCS-TOM MANSFIELD GYM

OLD BUSINESS

APPROVAL OF THE DRAFT 2018-2019 SCHOOL DISTRICT CALENDAR

The Board reviewed the proposed 2018-2019 school district calendar. *Glen Dickey moved to approve the 2018-2019 School District Calendar as presented. Bill Schmidt seconded the motion. The motion carried. (5-0)*

UPDATE ON FINANCIAL AUDIT

Brian reported he spoke with the auditor yesterday who said he is still working on the New Boston audit that is not yet complete. Brian told the auditor that reports are needed by January 25 for the Town Reports. The auditor has completed the audit on time in the past and it has been published in the Town Report each year. Brian will ask for a firm date for audit completion tomorrow.

FINALIZING 2018 WARRANT

The Board held a meeting January 6 to move the Warrant Articles to the Public Budget Hearing that took place earlier tonight. The Board needs to move the Warrant Articles to the Deliberative Session tonight. The Finance Committee is meeting tomorrow night.

The Board reviewed the proposed Warrant Articles as follows:

- Article 1: Bill's term is up and he plans to file for candidacy for the open School Board member position.
- Article 2: This is the Operating Budget Article. *Fred Hayes moved Article 2 to the Deliberative Session as presented. Glen Dickey seconded the motion. The motion carried. (5-0)*
- Article 3: This is the Article for the Support Staff Contract. *Fred Hayes moved Article 3 to the Deliberative Session as presented. Glen Dickey seconded the motion. The motion carried. (5-0)*
- Article 4: This is the Article for a \$100,000 deposit into the Building and Renovation CRF. *Fred Hayes moved Article 4 to the Deliberative Session as presented. Glen Dickey seconded the motion. The motion carried. (5-0)*

Denise Morin will prepare the paperwork for Board signature at the January 24 Board meeting. The Warrant will then be posted appropriately.

UPDATE ON FACILITY PRIORITIZATION

Facility Director Randy Loring was present as the Finance Committee requested a prioritized list of facility needs. The Board discussed facility needs as follows:

- Energy management \$14,000 for controls. The custodians have been adjusting temperature controls around the building to keep temperatures stable. The custodians also checked on the building during the recent extreme temperatures. Randy commended the NBCS custodians for the care they show in taking care of the building.
- Windows for oldest section of the building \$80,000
- Drainage issues from the hill behind the school
- Paving behind the school could be reclaimed with binder that would last approximately five years until the District decides if an addition will be built.
- There is money in reserve for the second floor lift. The Board would like to have the work for all open P.O.s completed so the P.O.s can be closed.
- Quotes are being obtained for the gym wall repair.
- The drain in the boy's bathroom is corrected.

The SAU will prepare a list of prioritized projects and completed projects for the Finance Committee meeting tomorrow night.

GENERATOR UPDATE

Randy reported he called four contractors who quotes \$68,000-120,000 for the project. He asked them about propane generators and they all recommended diesel powered generators with an automatic transfer switch. NBCS property lines are being confirmed and a sitewalk being considered. There is no money available from the Public Infrastructure Fund for this project. The District will apply for a Hazard Management Grant if there is one available. This item will be updated at the next Board meeting. Randy is preparing a video of how to start the current generator or will color-code the switches on the electrical panels to simplify this process until the District gets an automatic transfer switch.

ENERGY AUDIT RFQ UPDATE

Randy reported the District is preparing for an energy audit. A number of the facility needs were discussed during a walkthrough with potential energy audit bidders and they were requested to prioritize and quote costs of facility needs. Two bids were received, from Siemens and Resilient Buildings Group. Both bidders requested

more time to complete the audit and request grants. Siemens quote was 5 cents/square foot for phase 1. Resilient Buildings Group's quote was \$3,500 for phase 1 and \$30,000 for phase 2 including savings on phase 2 as Architect David Ely will donate his time. The Board requested the bids be e-mailed to them for review. Presentations to the Board from both bidders was recommended.

PRINCIPAL'S FINAL BUDGET PRESENTATION

This was presented during the Public Budget Hearing. The Board thanked Tori for her work on the Presentation.

NEW BUSINESS

DELIBERATIVE SESSION PREPARATION

Article 2: Tori will present. Glen will move, Kary will second.

Article 3: Kary will speak to, Wendy will move and Kary will second.

Article 3: Fred will speak to, Fred will move and Bill will second.

Wendy and Denise Morin will prepare the Voter Guide.

SUPERINTENDENT EVALUATION PER POLICY CBI

The Board noted they have been working on this policy with the Goffstown School Board and it is not yet complete. Both Boards need to complete the Superintendent Evaluation form by January 15 to submit to the SAU Chair by January 20.

OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING

Bill noted the Goffstown School Board December 18 meeting minutes noted on page 3 that the Goffstown School District's overcollection of revenues included New Boston tuition and other items. If New Boston students leave, tuition billing is adjusted but the District is billed until they leave. Tori receives enrollment information from Goffstown each month and the New Boston School District is billed three times per year. The final billing includes adjustments according to actual student enrollment. There is no more money kept in Goffstown from this. Both Districts are conservative with revenues. Overcollected revenues cannot be spent; they have to be returned to the town for tax relief. Pembroke and Somersworth School Districts overestimated revenues.

PUBLIC COMMENT

David Litwinovich of Beard Road asked if the current school generator is problematic or if the issue is with the electrical panels or transfer switch. The Board noted the coolant issues are fixed and a load test was done recently. The generator is running pretty well mechanically. They said there is no cost effective way to have an automatic transfer switch with the current generator as the NBCS electrical room is not code compliant for an automatic transfer switch. The easiest way to fix this is to have an automatic transfer switch outside the building and the Board has been exploring this for four years. The current generator can be sold once a new generator is installed. An automatic transfer switch is a priority as the current system is very difficult. In the meantime, the color coding system discussed above will be used. It is possible the previous problems of generator unreliability were due to too much demand on the current generator during power outages.

NON-PUBLIC SESSION RSA 91-A: 311(c)

Glen Dickey made a motion to go into nonpublic session at 9:07pm under RSA 91-A:311(c) Matters which if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Fred Hayes seconded the motion. The Chair took an individual voice poll from all board members present. Vote: 5-0-0 – All in Favor – Motion Passes.

Wendy Lambert moved to come out of non-public session at 9:40pm, seconded by Glen Dickey. Vote 5-0-0 – All in Favor – Motion Passes.

Fred Hayes moved to seal the non –public minutes for 10 years, seconded by Bill Schmidt. Vote: 5-0-0 –All in Favor – Motion passes.

Brian Balke left the meeting at 9:45pm. The board took a brief break.

NON-PUBLIC SESSION RSA 91-A: 311(c)

Wendy Lambert made a motion to go into nonpublic session at 9:50pm under RSA 91-A:3II(c) Matters which if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Fred Hayes seconded the motion. The Chair took an individual voice poll from all board members present. Vote: 5-0-0 – All in Favor – Motion Passes.

Glen Dickey moved to come out of non-public session at 10:43pm, seconded by Fred Hayes. Vote 5-0-0 – All in Favor – Motion Passes.

Glen Dickey moved to seal the non –public minutes for 10 years, seconded by Fred Hayes. Vote: 5-0-0 – All in Favor – Motion passes.

ADJOURNMENT

Glen Dickey moved to adjourn the public meeting at 10:45pm. Kary Jencks seconded the motion. The motion carried (5-0). Meeting Adjourned.

All back-up material to this meeting is held in the Principal's Office.

Respectfully submitted,
Maralyn Segien