

BUDGET COMMITTEE MEETING MINUTES OF 6-19-2007

DRAFT

Place: Raymond High School Media Center

Call to order: 7:00 p.m.

Members present: Colleen West Coates, Doug Vogel, Ed French, Sandy Ellis, Nick Longo, School Board Representative Diane Naoum and Selectmen's Representative Frank Bourque.

Members not present: Ed Miller and Gail Columbus.

Pledge of Allegiance

New Business

Superintendent Michael Shore and Financial Officer Ron Brickett came forward to present the School District reports.

Mr. Brickett explained the packets that were given to the Budget Committee and went over them. (A copy of the packet given to the Budget Committee is attached to these minutes on file with the Town Clerk's Office).

Ed French requested an end of the year report on substitutes and the days of substitutes for each school and how those compare to the start of the year.

Sandy Ellis requested a breakdown of the number of students in each school. Mr. Brickett will email this to Chairman West-Coates and she will forward it to the interested members of the Budget Committee.

Chairman West-Coates questioned why the \$30,000 for security cameras at the Elementary School was coming out of the capital reserve fund. RSA 35:15 which states that expenditures from a capital reserve shall be made only for or in connection with the purposes for which the said fund was established or amended. Chairman West-Coates asked Mr. Brickett for an explanation. Mr. Brickett stated that he considered it a facilities/maintenance kind of issue. Mr. Shore stated that it is also one of the items that were approved through the capital improvement plan committee that is listed as a subsection of maintenance is security cameras. Whether or not that is correct, that is something that went through the committee and got approval from both the capital improvement plan committee and the School Board. Chairman West-Coates asked what section it was listed under. Was it for school capital reserve or under the subsection of district wide maintenance? Mr. Brickett stated that the title is "Raymond School District Equipment, Facilities Maintenance and Replacement Capital." Mr. Brickett considers the security cameras equipment. Chairman West-Coates stated that the capital reserve fund is for the purpose of maintaining, which is keeping the same or fixing something that is currently there, upgrading, replacing or repairing district equipment and facilities. Chairman West-Coates stated that she is not concerned with the fact that the District is buying cameras; she is not against that purchase. She is concerned with where the money is being taken out of. It does not fit the definition of what the capital reserve fund was established for. Mr. Brickett stated that he would talk about this on the 25th with the capital reserve committee and make sure that it is the correct place to expend the monies for the security cameras. Diane Naoum stated that she feels that the security cameras fall under security at the elementary school and security in general is not specific to locks on the doors or things like

that. Security can also be broadened to include cameras to protect the children. Chairman West-Coates feels that this is getting into semantics and would request that DRA make a clarification. Superintendent Shore stated that they will talk to the capital reserve committee on the 25th and also contact DRA for clarification.

Mr. Brickett continued to go over the budget give explanations.

A discussion was held between Frank Bourque and Superintendent Shore as to why some expenditures for books were being taken out of the budget and not capital improvement. Superintendent Shore stated that there is not much of a distinction between where it comes out of, but there is a bit of a thought process from the capital improvement committee on how those purchases are made and what is spent.

Doug Vogel asked if anyone has gone back to Chief Pratt or Chief Salois for their portion of the emergency generator, considering it will be used for the emergency shelters. They have grants they can apply for, where we can't. Mr. Shore stated that they have gone to Chief Salois and he has given the School District two pieces of information to look into. Stephanie Brown is one of the people looking into one of the grants that might be used to purchase the generator. Mr. Shore stated that they have not heard back from Chief Pratt.

Bob Carlberg asked if the School currently employed someone for Strategic Planning. Mr. Shore stated that this contracted person will come and meet with the community and school to create a three to five years plan to get the school district to where the community and school believe it should be. Those items could be curriculum, new facilities, etc. Mr. Carlberg asked if this has been done before. Mr. Shore stated that in his time with the School District a strategic plan had not been done. Sandy Ellis stated that one was done years ago. Chairman West-Coates stated that the one done years ago wasn't followed because the boards change and the items that were set to be done change or no longer were important to the new board members.

Mr. Vogel stated that the Planning Board was working on the Town Master Plan and that all the committees that met for this thought that the schools should be part of the Master Plan. He recommended that the School District contact the Planning Board and see if they had decided to include the School. Mrs. Ellis stated that the schools Strategic Planning would be more in-depth than the Planning Boards Master Plan.

Chairman West-Coates thanked the School District for coming to the meeting.

Any other Business

Ed French made a motion to accept the By-Laws as written, seconded by Doug Vogel. There was no discussion. Motion passed unanimously.

A copy of the By-Laws is attached to this set of minutes that is on file in the Town Clerk's Office and available for review during regular office hours.

Ed French motioned to accept the minutes of May 15, 2007, seconded by Frank Bourque. Discussion.

Doug stated that he was not at the meeting and should not be listed under the members that were present. Also Ed Miller wasn't present.

Motion passed to accept minutes as amended. Doug Vogel abstained.

Chairman West-Coates asked Mr. Vogel if he is ok with his appointment to the CIP Committee. Doug Vogel declined the nomination to the CIP Committee.

Frank Bourque nominated Ed Miller to be the Budget Committee Representative to the CIP Committee. There was no second.

Chairman West-Coates nominated Nick Longo to be the Budget Committee Representative to the CIP Committee.

Frank Bourque withdrew his nomination to Ed Miller to be the Budget Committee Representative to the CIP Committee.

Nomination of Nick Longo passed unanimously.

Frank Bourque nominated Ed Miller to be the alternate Budget Committee Representative to the CIP Committee. Nomination passed unanimously.

Chairman West-Coates opened the meeting to open discussion.

Chairman West-Coates announced that the next meeting will be Tuesday, September 4th. The Budget Committee will meet with the Town and the School.

Chairman West-Coates motioned to adjourn the meeting, seconded by Sandy Ellis. Motion passed unanimously.

Chairman West-Coates adjourned the meeting at 8:25 p.m.

Respectfully Submitted,

Kathy Cramer
Recording Secretary

April Rives
Executive Secretary