

**Draft Minutes of the  
Litchfield Budget Committee Meeting  
Held on December 3, 2020**

The Litchfield Budget Committee held a meeting on Thursday, November 19, 2020, at Litchfield Town Hall, Two Liberty Way, Litchfield, NH 03052 and remote locations.

**In response to COVID- 19 and the resulting need to practice social distancing, the meeting will be held remotely via Webex and be broadcast live via LCTV**

**PRESENT:** A Cutter (Chair), N Fordey (Vice Chair), K Douglas, B Hodgkins, W Hayes, J Son, S Taylor, B Bourque (School Board Representative), R Leary (Selectmen Representative)

**1. CALL TO ORDER**

Mr. Cutter called the meeting to order at 7:00 p.m.

● **PLEDGE OF ALLEGIANCE**

**2. PUBLIC INPUT**

Residents were encouraged to submit comments via email to Andrew Cutter, Budget Committee Chair, [acutter@litchfieldnh.gov](mailto:acutter@litchfieldnh.gov). Messages must include commenter's first and last name & address.

There was no public input.

**3. REVIEW / REVISION OF AGENDA**

Members in person at Town Hall: Andrew Cutter, Jon David Son, Nicole Fordey, Robert Leary, Brion Hodgkins, Scott Taylor, Brian Bourque. Members remote: Keri Douglas, William Hayes.

Mr. Cutter added Chairman's Comments prior to School Budget Voting.

**4. CORRESPONDENCE**

Mr. Cutter shared correspondence that included: school budget questions and requests from Mr. Taylor and Mrs. Douglas, town budget reports, information regarding NHMA from Mrs. Fordey, information regarding the LMS Renovation Plan from Mrs. Fordey, draft minutes, December 3 agenda, request for follow up on school budget questions from Mr. Taylor, SB2 timeline.

**5. REVIEW / ACCEPTANCE OF MINUTES**

● **November 19, 2020**

The draft minutes were tabled until the December 13 meeting.

● **Chairman's Comments**

Mr. Cutter apologized for being out of character at the November 19, 2020 Budget Committee meeting.

## 6. REPORTS

- **School Budget Voting**
  - o **CHS**

Mr. Cutter commented that he submitted questions from Budget Committee members, but they were not responded to by the district.

Dr. Jette indicated he and Mr. Izbicki did not receive any questions.

Mr. Cutter indicated that he submitted three or four emails to Mr. Bourque.

Mrs. Fordey indicated there were questions that arose at the November 19 meeting and the district should have the opportunity to respond to them.

Questions from November 19:

CHS Music Education, Line 650, Software - Smart Music

Dr. Jette indicated that there was a question that the sum of the cost of the per student connection block is not calculated correctly (50 blocks @ \$12.00). He spoke to Mr. Lonergan who explained that the request of \$1,000 is correct, but the error is in the notes. He indicated Mr. Lonergan upgraded the subscription to the premium version of the software, which is web based and better meets the instructional experience.

LMS Music Education, Line 650, Software - Smart Music

Dr. Jette noted the response for the question is the same as the response for CHS.

CHS Vocational Education, Line 561, Tuition - CTE Cost Analysis

Dr. Jette explained that the programs available at Alvirne are diverse (e.g. Building Trades, Electrical Technology, Vet Science, Culinary Arts, Forestry, Heavy Duty Mechanics, Welding) and are industry standard courses attended by 34 students. Pinkerton offers available programs such as Architecture, Automotive, Computer Networking, Cosmetology, Welding Technology, to name a few, and 7 students attend. He indicated these are two credit classes and CHS is not able to offer these programs.

Dr. Jette commented the tuition at Alvirne is \$5,792, of which the district pays approximately 25% the cost of tuition per student and the federal government provides the remainder. For the tuition at Pinkerton, the district pays \$1,393 per student with over \$3,900 (per student) in grants. Dr. Jette indicated the cost to transport students to Alvirne is considerably less than the cost to transport students to Pinkerton.

Dr. Jette provided an analysis of the cost per credit for CTE course using the per pupil expenditures from the NH DOE, which shows that in 2018-2019, the cost per pupil at CHS was \$16,250 - \$350 less than the State average of \$16,600. He explained high school students take 6-8 credits per year. When you calculate the cost per credit, per student the expense is approximately \$2,031 per credit. The cost per credit at Alvirne is \$801 and \$1,129 at Pinkerton, which ends up being a cost savings.

Dr. Jette commented that CTE courses are highly personalized and career oriented. He indicated if CTE is cancelled, students would have to earn those credits through the district, which would be significantly more costly.

Mr. Taylor commented if the program is not available the student would have to come back to CHS and those courses would need to be funded at CHS.

CHS Social Studies Education, Line 640, Textbook Replacement

Mr. Izbicki indicated that the number of books budgeted are for lost books that have to be replaced. He noted that students are required to pay for the lost books and the funds are returned to the general fund. He commented it is unknown how many will be lost from year to year.

CHS Theater Arts Education, Productions

Dr. Jette indicated that theater productions were planned and budgeted for FY21, but it is yet unknown what will occur with COVID-19. He noted the Theater Department would like to have two productions and have discussed working with LCTV regarding broadcasting a production. Dr. Jette commented that productions will definitely occur in FY22.

CHS Co-Curricular Activities, Line 610, Supplies

Dr. Jette indicated a question was asked regarding the custom padfolios for the Youth & Government program. He commented the students use the padfolios as they are ideal for the work they do with peers around the State. He added the Youth & Government group represents CHS at a high level.

Mr. Hodgkins requested a total of yearly encumbrances for CHS from 2015 to 2019. Mr. Izbicki indicated he will provide that information.

Mrs. Douglas asked why the request for printers has doubled from 2 to 4 for the CHS Library. Mr. Izbicki commented there are standard printers in the Learning Commons for students as well as 3D printers.

Mrs. Douglas commented she would like an actual answer and not a guess. Mr. Izbicki apologized and noted that he just received her questions from Mr. Bourque.

Mrs. Douglas commented that she asked this question in person at the November 19 meeting.

Mr. Bourque apologized that he had just sent the email to Dr. Jette and Mr. Izbicki. He clarified that Mrs. Douglas was making comments and it was suggested she submit her questions in writing. He noted she did not ask that specific question at the meeting.

**MOTION:** by Mr. Taylor

***Move to reduce CHS Business Education, Line 641 Textbooks New, by \$500***

**SECOND:** by Mr. Hodgkins

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, yes; Mr. Hayes, yes; Mrs. Douglas, yes, Mr. Cutter, yes; Mrs. Fordey, yes; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**MOTION:** by Mr. Taylor

**Move to reduce CHS Physical Education, Line 430 Repairs/Maintenance, by \$1300**

**SECOND:** by Mr. Hodgkins

Mr. Taylor indicated that the Ropes course is used very little by students and does not make sense to maintain.

Mr. Son asked if the course would have to be removed from the curriculum if the district was not able to complete safety inspections and provide insurance.

Mr. Izbicki indicated that would be up to the school.

**The motion failed by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, yes; Mrs. Douglas, no, Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**MOTION:** by Mr. Taylor

**Move to reduce CHS Science Education, Line 640 Textbook Replacement, by \$1,600**

**SECOND:** by Mr. Hodgkins

Mr. Taylor indicated he is reducing the line due to the cost of the AP Physics textbooks.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, yes; Mr. Hayes, yes; Mrs. Douglas, yes, Mr. Cutter, yes; Mrs. Fordey, yes; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**MOTION:** by Mr. Taylor

**Move to reduce CHS Science Education, Line 641 Textbooks New, by \$2,250**

**SECOND:** by Mr. Leary

Mr. Taylor indicated that based on the cost incurred by adding AP Physics the spend could be tempered out and with the reduction in revenues it is not a good time.

Mr. Bourque commented that removing the textbooks would be removing the curriculum for the course.

Mrs. Fordey believes that AP courses are needed at the high school level.

Mr. Son asked if students requested the course. Dr. Jette indicated that the course was requested and the decision to run the course was made based on feedback with interest from the students.

Mrs. Douglas advocated for AP courses at CHS. She commented the lack of investment in these classes is why she and other parents moved their children to another school.

Mr. Cutter asked if CHS has adequate staffing to cover the AP course. Dr. Jette indicated the Science Department teachers are on a rotation to teach these classes.

Mr. Taylor commented that his reduction does not reflect that he does not feel the course is important, but there are many AP courses offered at CHS and less revenue is anticipated.

**The motion failed by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, no; Mrs. Douglas, no; Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, no; Mr. Bourque, no.*

**MOTION:** by Mr. Taylor

**Move to reduce CHS Science Education, Line 734 Equipment Additional, by \$2,500**

**SECOND:** by Mr. Leary

**The motion failed by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, no; Mrs. Douglas, no; Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, no; Mr. Bourque, no.*

**MOTION:** by Mr. Taylor

**Move to reduce CHS Social Studies Education, Line 610 Supplies, by \$200**

**SECOND:** by Mr. Hodgkins

Mr. Taylor feels there is no need to purchase pocket copies of the Constitution for the students because the Constitution is easy to find online.

Dr. Jette indicated that providing copies of the Constitution for the students has been a long standing tradition at CHS.

**The motion failed by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, yes; Mrs. Douglas, yes; Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, no; Mr. Bourque, no.*

**MOTION:** by Mr. Taylor

**Move to reduce CHS Computer Education, Line 641 Textbooks New, by \$275**

**SECOND:** by Mr. Leary

Mr. Taylor commented that he feels it is not the time to add a new expense with declining revenues.

Dr. Jette indicated AP Computer Science is an existing course at CHS.

*Mr. Taylor withdrew his motion; Mr. Leary withdrew his second.*

**MOTION:** by Mr. Taylor

***Move to reduce CHS Athletic Activities, Line 734 Equipment Additional, by \$4,000***

**SECOND:** by Mrs. Fordey

Mr. Taylor commented that the heading on this line states “Equipment Additional”, but the description of what is budgeted is for new equipment. He indicated he does not agree with increased spending with declining revenues.

Dr. Jette commented that one of the items is a storage rack for the kettlebells in the weight room, which are currently stored on the floor. He indicated it is a hazard to have equipment lying around.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, yes; Mr. Hayes, yes; Mrs. Douglas, yes; Mr. Cutter, yes; Mrs. Fordey, yes; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**MOTION:** by Mr. Taylor

***Move to reduce CHS Library Services, Line 643 Periodicals-Print, by \$1,286***

**SECOND:** by Mr. Cutter

Mr. Taylor indicated students have chromebooks and periodicals and newspapers are accessible online.

Mr. Bourque commented that these are subscriptions as access online is not free.

Mr. Son commented there are some that have a cost, but others do not. He noted not every student reads best visually.

Mrs. Douglas suggested the possibility of taking advantage of the Town Library subscriptions to save the schools some costs.

Dr. Jette commented that the district can look into that suggestion. He indicated that after looking at the online cost it is more expensive than what is budgeted.

**The motion failed by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, yes; Mrs. Douglas, yes; Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, no; Mr. Bourque, no.*

**MOTION:** by Mr. Taylor

***Move to reduce CHS Vocational Transportation, Line 519 Transportation, by \$28,161***

**SECOND:** by Mr. Cutter

Mr. Taylor commented that using buses to transport only 7 students to Pinkerton is not a good use of funds.

Mr. Izbicki commented that the district is responsible by law to transport those students and the district is responsible for paying for the transportation regardless of how many students utilize it.

**The motion failed by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, no; Mrs. Douglas, no; Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**MOTION:** by Mrs. Douglas

***Move to reduce the bottom line of the FY22 CHS budget by \$15,000***

**SECOND:** by Mr. Hodgkins

Mrs. Douglas commented that she believes many lines are overfunded throughout the CHS budget.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, yes; Mrs. Douglas, yes; Mr. Cutter, yes; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

#### o LMS

**MOTION:** by Mr. Taylor

***Move to reduce LMS Library Services, Line 643 Periodicals-Print, by \$1,000***

**SECOND:** by Mr. Hodgkins

Mr. Taylor indicated students have chromebooks and periodicals and newspapers are accessible online.

**The motion failed by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, yes; Mrs. Douglas, yes; Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, no; Mr. Bourque, no.*

**MOTION:** by Mr. Hodgkins

***Move to reduce the bottom line of the FY22 LMS budget by \$14,500***

**SECOND:** by Mr. Leary

Mr. Hodgkins commented he added up all the increases throughout the LMS budget to come up with the bottom line reduction.

Mr. Bourque indicated the bottom line of the LMS budget is already reduced.

Mr. Hodgkins commented that people are hurting and cannot afford the increases in the budget.

Mr. Cutter agreed the LMS budget is reduced already.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, yes; Mrs. Douglas, no, Mr. Cutter, yes; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**o GMS**

**MOTION:** by Mrs. Douglas

***Move to reduce the bottom line of the FY22 GMS budget by \$2,000***

**SECOND:** by Mr. Hodgkins

Mrs. Douglas commented that she believes supplies are overfunded throughout the budget.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, yes; Mr. Hayes, yes; Mrs. Douglas, yes, Mr. Cutter, yes; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**o Curriculum**

Mrs. Douglas asked about vertical alignment and why it has increased. She also commented that the course reimbursement line is historically underspent.

Dr. Jette explained vertical alignment is the alignment of curriculum from grade level to grade level, which incorporates special education students as well. He indicated that Ms. Widman has spent much time on the vertical alignment of curriculum, which occurs in every school district. He noted that the work for vertical alignment does not occur during a school day, but when school is not in session. He indicated that the reason for the increase is because there is more work to be done in alignment of the curriculum.

With regard to course reimbursements, Dr. Jette explained this line is budgeted based on the LEA CBA contractual amounts: \$180/workshop and \$360/course. He indicated we are underspending it, but are contractually liable to pay for it. He noted that the district budgets at the maximum level because it is unknown how many courses will be taken in any given year.

Mrs. Douglas commented that she understands, but it is significantly underspent and over taxes people. She indicated that she believes the three year average should apply.

**MOTION:** by Mrs. Douglas

***Move to reduce Curriculum Development, Line 270 Course Reimbursement/Non-Union, by \$4,000***

**SECOND:** by Mr. Hayes

Mrs. Fordey noted that Line 270 was already reduced as Ms. Widman explained during the budget review. She believes that Line 271, Course Reimbursement - Union, will continue to increase.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, yes; Mrs. Douglas, yes, Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

Mr. Cutter believes that Line 271 is over budgeted and that \$8,000 is a realistic number to reduce.

Mrs. Douglas commented she was thinking that \$10,000 is a better reduction for Line 271.

**MOTION:** by Mrs. Douglas

***Move to reduce Curriculum Development, Line 271 Course Reimbursement/Union, by \$10,000***

**SECOND:** by Mr. Cutter

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, yes; Mr. Hayes, yes; Mrs. Douglas, yes, Mr. Cutter, yes; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**o Technology**

There were no motions.

**o Special Services**

Mr. Son commented that an \$80,000 reduction in the Special Education budget is to be commended.

**MOTION:** by Mr. Taylor

***Move to reduce CHS Special Education, Line 890 Miscellaneous, by \$2,830***

**SECOND:** by Mr. Leary

Mr. Taylor indicated that he is reducing the line to remove the membership to Title Boxing and Therapeutic Riding Lessons.

Mr. Izbicki indicated that those are IEP driven.

Mrs. Douglas commented that the line is budgeted the same as last year, but is overfunded.

Mr. Bourque indicated that last year was an anomaly because of COVID-19. He noted we do not know how much would have been spent that was not.

**The motion failed by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, no; Mrs. Douglas, yes, Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, no; Mr. Bourque, no.*

**MOTION:** by Mrs. Douglas

***Move to reduce FY22 Special Education budget bottom line by \$8,000***

**SECOND:** by Mr. Leary

Mrs. Douglas believes that legal services and professional services are historically overfunded.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, yes; Mrs. Douglas, yes, Mr. Cutter, yes; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**o Food Service**

There were no motions.

**o Facilities**

There were no motions.

**o Business**

There were no motions.

**o Transportation**

There were no motions.

**o SAU**

**MOTION:** by Mr. Taylor

***Move to reduce District Administration, Line 610 Supplies, by \$500***

**SECOND:** by Mr. Hayes

Mr. Taylor indicated that he believes the rate of increase is excessive.

Mr. Izbicki pointed out that the line is level funded and includes costs for different initiatives of the Superintendent.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, yes; Mr. Hayes, yes; Mrs. Douglas, yes, Mr. Cutter, yes; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**o School Board**

**MOTION:** by Mr. Leary

***Move to reduce School Board Legal Services, Line 330, by \$10,000***

**SECOND:** by Mr. Taylor

Mr. Leary commented that the budget for legal services is excessive.

Mr. Son pointed out that the School Board has to negotiate two contracts for FY22 and he believes that \$60,000 is not enough.

Mr. Taylor asked why legal services increased significantly in 2019.

Dr. Jette explained the reason legal services increased in 2019 was due to the LEA contract failure and a special district meeting that had to be requested in the Superior Court. He indicated that there are grievances that have to be defended as well. He noted \$60,000 is conservative.

**The motion carried by roll call vote:** *Mr. Taylor, no; Mr. Son, no; Mr. Hayes, no; Mrs. Douglas, no, Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

#### **o Human Resources**

**MOTION:** by Mr. Hodgkins

***Move to reduce the FY22 Human Resources budget bottom line by \$525***

**SECOND:** by Mr. Leary

Mr. Hodgkins commented that he does not agree with the increase.

Dr. Jette indicated that the \$525 increase is due to an increase in the administrative fee for the Benefit Strategies Flex Spend Account used to support our staff to pay for health insurance deductibles.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, yes; Mrs. Douglas, no, Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

**MOTION:** by Mr. Taylor

***Move to reduce Human Resources, Line 890 Miscellaneous, by \$500***

**SECOND:** by Mr. Cutter

Mr. Taylor commented that historical spending does not justify the amount budgeted.

Mr. Izbicki indicated the line has increased due to COVID-19 ADA accommodations for employees and the \$500 was reallocated to the DW Emergency Management account.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, no; Mr. Hayes, yes; Mrs. Douglas, no, Mr. Cutter, no; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, no; Mr. Bourque, no.*

#### **o Personnel**

**MOTION:** by Mr. Taylor

***Move to reduce Food Services Salary & Benefits, Administration Salary, by \$1,750***

**SECOND:** by Mr. Hodgkins

Mr. Taylor commented that his reduction is based on historical spending.

Mr. Izbicki indicated that the amount budgeted is the current salary of the director. He explained all administrative salaries and benefits budgeted in FY22 are at the current FY21 levels. He

noted that a salary pool is historically budgeted for administrative raises at the Superintendent's discretion.

*Mr. Taylor withdrew his motion. Mr. Hodgkins withdrew his second.*

Mrs. Douglas suggested deferring the voting on the Salaries and Benefits budget until the next meeting in the interest of time.

Mr. Cutter asked for the total of reductions so far.

Mr. Izbicki indicated that the Budget Committee has made \$60,100 in reduction.

**o Bottom Line Voting**

Mr. Cutter commented that the total budget for Travel and Conferences for FY22 is \$49,388. He indicated last year there were reductions made by the Budget Committee. He noted a reduction of \$8,000 would be required to level fund the total. He mentioned when the Budget Committee reviewed the 2021 Town Budget a 50% reduction in Travel and Conferences was supported.

Mr. Taylor commented it is more difficult to look ahead on this budget because it is a fiscal year budget as opposed to a calendar year budget used by the Town. He asked how much of the total of Travel and Conferences is for staff certification.

Mr. Izbicki indicated it would be difficult to gauge that per employee.

**MOTION:** by Mrs. Cutter

***Move to reduce the FY22 budget Travel and Conference lines (Lines 272 and 580) by \$25,000***

**SECOND:** by Mr. Leary

Mr. Cutter commented that he did not take a 50% reduction because he wanted to be sure there is adequate funding.

**The motion carried by roll call vote:** *Mr. Taylor, yes; Mr. Son, yes; Mr. Hayes, yes; Mrs. Douglas, yes; Mr. Cutter, yes; Mrs. Fordey, no; Mr. Hodgkins, yes; Mr. Leary, yes; Mr. Bourque, no.*

Mr. Izbicki indicated the Budget Committee has made \$85,100 in reductions.

Mrs. Douglas commented in looking through her notes regarding the realignment of offices with regard to the Technology Integrators it is not very clear. She asked for an outline of this plan.

Dr. Jette indicated that the plan and inequities are documented and he will share that with the Committee through the Chair.

Mrs. Fordey asked if information regarding the Technology Integrators can be shared with the Committee as well.

Mr. Son asked if a warrant article can be drafted for the Technology Integrators.

Dr. Jette indicated what goes on the warrant depends on the decisions of the Budget Committee and the School Board. He commented that the language of the article has to be very clear and the district is already working with legal counsel on the language as it deals with multiple positions.

Mr. Hodgkins requested information about the encumbrances that he inquired about earlier in the meeting.

#### **7. MEMBER INPUT / NEW BUSINESS**

Mrs. Fordey reported that the Facilities Improvement Committee met last evening and things are going well.

#### **8. PUBLIC INPUT**

Dr. Jette referred to earlier statements made by Mr. Leary regarding the change over of school district health insurance plans. He indicated that he never said the Budget Committee told the district to change health plans, but because of the Budget Committee reductions the district had no other way to control health insurance costs. He noted, in fairness, controlling insurance costs is something the Budget Committee asked the School Board to do and the Board made it a high priority during negotiations,

Mr. Leary commented that the former Chair of the Budget Committee, Mrs. Couture, said the Budget Committee was concerned about the costs. He indicated the Budget Committee did not actually tell the district to change health plans.

Mrs. Fordey commented as she recalls the Budget Committee was doing what they were entrusted to do by the taxpayers.

Mr. Hodgkins commented that the district is asking for \$455,000 more than last year and the Budget Committee has only reduced \$85,000. He believes the district encumbers money every year and keeps saying they cannot take the funds, but they always take more.

Mr. Cutter commented that the reductions of \$85,100 were made on the operations part of the budget (20%). He indicated the Committee will be voting on the other 80% of the budget next week.

Mr. Hodgkins commented if we go into the voting saying everything is contractually obligated and cannot reduce, it does not make sense.

Mr. Izbicki clarified that the contractual obligations are the duly negotiated and voter approved CBAs and NH Retirement contributions, which we cannot control.

Mr. Hodgkins commented that the Committee's members are not on your committee and cannot negotiate, but what we can do is say we are not going to give you the money and for you to find it somewhere else.

Mr. Cutter commented there are two more opportunities to make reductions: salaries and benefits and the bottom line.

Mrs. Fordey felt it is not fair to level frund from the previous year as we did discuss the contracts and the voters approved the contracts.

Mr. Hodgkins asked if the voters had a say in what was encumbered at the end of the year. Mr. Bourque indicated they did have a say when they voted to approve the budget.

Mr. Taylor asked for a breakdown of teacher salaries and other groups.

Dr. Jette indicated the budget lists all the employees and salaries.

Mr. Taylor asked for the amount budgeted for the salary pool. Dr. Jette indicated that is also listed in the budget.

Mr. Leary asked how many employees are leaving the district and the total cost.

Mr. Izbicki indicated seven employees have filed their intent, but they are not required to commit.

Mrs. Douglas asked about anticipated revenues.

Mr. Izbicki indicated that they have been shared in the folder with the Budget Committee. He commented all revenues are based on October 1 numbers of that year. He noted the final state revenue is based on the ADM in June and that will impact the tax bill next October. He pointed out that there is consideration of the 28% increase in valuation in the town.

fDr. Jette commented that enrollments were projected at 1,292 for next year. He noted that it is a fair assumption based on the COVID slump in enrollment this year. He indicated we are using data that includes new construction and developments in town to project growth.

## 9. ADJOURN

**MOTION:** by Mrs. Fordey

***Move to adjourn the meeting.***

**SECOND:** by Mr. Hodgkins

**VOTE to adjourn the meeting was taken by roll call:**

*Mr. Hayes, yes; Mr. Hodgkins, yes; Mrs. Fordey, yes; Mrs. Douglas, yes; Mr. Son, yes; Mr. Taylor, yes; Mr. Bourque, yes; Mr. Leary, yes; Mr. Cutter, yes.*

**The motion carried.**

**Next meeting: December 10, 2020**

The meeting was adjourned at 9:22 p.m.

**Recorded by: Michele E. Flynn, Recording Secretary**

**Approved:**