

**TOWN OF HOLDERNESS
BOARD OF SELECTMEN
BUDGET COMMITTEE
WORK SESSION MINUTES
December 12, 2022**

Select Board Members Present: Chair, Jill White, Vice Chair, Woodie Laverack, Sam Brickley and Kelly Schwaner.

Budget Committee Members Present: Chair, Dayna Titus, Bob Maloney, Kevin Barrett, Bennett Evans and Morgan Stepp

Others Present: Town Administrator, Michael Capone, Holderness Central School (HCS) Board Chair, Carolyn Mello and SAU 48 Business Administrator, Dan Rossner.

Call to Order: The meeting was called to order at 4:35PM. The agenda for this afternoon's meeting called for Holderness Central School Board Chair, Carolyn Mello, and SAU 49 Business Administrator, Dan Rossner, to present the draft Holderness Central School Budget and Warrant. Mr. Maloney suggested that changes of \$10,000 or more be presented and discussed as necessary.

Mr. Rossner went through each page of the HCS budget and provided background on the changes. On page one, Mr. Rossner made note of the decrease in staffing that accounts for the reduction in the salary and retirement lines. He also noted that the reduction to the new computer line would be discussed later as the funds were now in a warrant article.

Mr. Barrett inquired as to how many students had special education requirements and its overall impact on the budget. Mr. Rossner commented, that, in the interest of privacy, he could not identify individual students, but roughly 16% of the student population required some type of accommodation.

Mr. Rossner went on to note that the increase in purchased professional and technology services was due to an increase in Individual educational plans (IEP). The reduction in the tuition to other line was a result of not requiring any students to go outside of the school for additional instruction. However, there is an increase in the purchased professional and technology services line for English as a second language due to increased demand.

Mr. Rossner mentioned that the Concord Boys and Girls Club would be running the after-school program this year and would be seeking \$12,00 in funding from the school. Ms. White noted that a similar request had been made of the Town so the total funding would be \$24,000.

Mr. Rossner mentioned that Speare Memorial Hospital provides contracted nursing assistance to HCS. The increase in the purchased professional and administrative services for the school nurse is due to an increase in administrative services from Speare.

Mr. Barrett inquired about the difference between school counseling services and psychological counseling services. Mr. Rossner explained that the former was your more traditional guidance counselor and the latter provided more support for students with IEP's. The increase in occupational therapy services was associated with additional IEP needs as well.

The reduction in the other professional services line, office of the superintendent was due to changes in the formula used for calculating the cost of running the Superintendent's Office across the SAU. The formula derived from 50% of the equalized assessed valuation of the member towns and 50% of the student population of those towns changed due to increases in assessed valuation among the member communities.

Mr. Rossner mentioned that the reduction in the replacement of equipment line in the operating building services part of the budget was due to that need being addressed through a warrant article. The increase in student transportation services was due to existing contractual obligations. This would be revisited next year when the current agreement expires. Mr. Maloney asked if there were other providers that could be considered. Mr. Rossner responded that there were options available to HCS.

It was noted that some of the additional reductions to the building improvements, tech upgrades and building renovations line would be addressed in warrant articles. The increase to health and dental insurance was attributed to a rise in rates for those services.

In discussing Capital Needs, Mr. Rossner provided two additional spreadsheets for review by those present. The first provided a five year look at the impact to capital needs on the local school portion of the tax rate. It was noted that the one-time influx of funds from the State in the 2022-2023 fiscal year had a direct impact on lowering the rate. We would most likely see a change in future budget cycles in the absence of those funds.

The second spreadsheet showed the existing and projected balances for the various capital reserve accounts through 2028. There was considerable discussion regarding the projected deficit for the building renovation fund in 2027. Mr. Maloney suggested that the amount in the fund be increased now to close the deficit. Mr. Barrett suggested that we wait to see if the need is addressed by subsequent additions to the account from future surpluses.

Mr. Rossner suggested that if the budget committee were to make a recommendation to the school board, they should do so prior to the boards January meeting. Ms. White noted that the group would be meeting prior to that time and additional discussion will take place at a later meeting.

The Committee and the Board thanked Ms. Mello and Mr. Rossner for attending the meeting and for all of their efforts in support of the budget process.

Ms. White mentioned that she had some additional questions regarding the library budget and asked if those present had questions as well. Those present were in agreement that further explanations might be necessary and Ms. White agreed to reach out to the chair of the library trustees to see if one or more members could attend the meeting on December 27 to take questions.

Mr. Barrett commented that he had read the minutes of the select board meeting where the option to continuing funding capital purchases through reserves as opposed to borrowing was discussed. He was hoping the matter could be discussed further o at the meeting on the 27th.

There being no further business to come before the meeting, it was adjourned at 5:40 PM.

Respectfully Submitted,
Michael R. Capone
Town Administrator