

**TOWN OF HOLDERNESS  
BOARD OF SELECTMEN  
BUDGET COMMITTEE  
WORK SESSION MINUTES  
December 13, 2021**

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

**Budget Committee Members Present:** Chair, Ken Evans, Bob Maloney, Kevin Barrett, Todd Elgin and Dayna Titus

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

**Call to Order:** Mr. Evans called the meeting to order at 5:27PM.

Mr. Evans informed those present that he will not be seeking reappointment to the Budget Committee when his term expires in 2022. He wanted to inform the Select Board and the other members of the Committee of his intentions so there would be sufficient time to appoint his replacement to the Committee.

Ms. White thanked Mr. Evans for his many years of service to the community. A sentiment shared by all present.

**Minutes of October 6, 2021:** Mr. Maloney made a motion to approve the meeting minutes of the October 6, 2021 meeting as written. Mr. Barrett provided a second. There being no discussion, the Committee voted 7-0 in favor of the motion.

**Holderness Central School Operating Budget:** Mr. Evans welcomed Ms. Mello and Mr. Rossner to the meeting. He thanked them for attending this evening and for their time and effort on behalf of the Central School.

Mr. Evans asked Mr. Rossner if he would begin his presentation with a brief review of the revenue data. Mr. Rossner reviewed the manner in which a onetime increase in adequacy aid to come from the State in this budget cycle would be utilized within the budget.

Mr. Rossner mentioned that he would review each section of the budget, address items of interest and take questions from the Board and the Committee. He reviewed the Employee related increases in the Regular Education, Substitutes and Instructional Aides lines. He spoke briefly about the Artist in Residence Program in response to a question from Mr. Barrett. Mr. Rossner also spoke to the reductions in the new computers and printed media lines of the budget.

Mr. Rossner then reviewed the special education budget lines noting the reductions in salaries and benefits. He also reviewed the increase in the purchased professional and tech services and preschool tuition lines, but explained that those increases would be offset by Federal IDEA (Individuals with Disabilities Education Act) Revenues.

Mr. Rossner then reviewed an increase in spending for school athletic programs noting additional spending for the Nordic Club. He also reviewed a small increase in Guidance expense.

Mr. Rossner explained that the School Nurse position was contracted through Speare Memorial Hospital which provides licensed nurses to the school with guaranteed coverage. This arrangement would allow for no interruption of support services due to illness. Mr. Rossner also reviewed small increases to Psychological Counseling Services, Speech Pathology Services and Occupational Services that were somewhat offset by a decrease in Physical Therapy services.

Mr. Barrett commented that, in reviewing the budget he found \$27,000 in expenses that were not supported by expense history and asked Mr. Rossner if he could address this. Mr. Rossner responded that allowances were made for contingencies, but it is in the purview of the Budget Committee to adjust the Budget they propose to the voters as they see fit.

Mr. Rossner reviewed the increase in the other professional services line for the Office of the Superintendent noting that it is associated with the increase in assessed valuation to the Town. There was a brief discussion among those present regarding the SAU funding formula and other expenses that might be impacted.

Mr. Rossner reviewed the increase to the Operating Building Services Lines and Building Improvement lines and discussed the differences in response to a question from Mr. Barrett. Some of the planned projects were discussed.

Mr. Rossner reviewed the decrease in Health Insurance and Dental insurance funding. He explained that this was due to changes in levels of participation within the program.

In completing his presentation, Mr. Rossner reviewed the Capital Planning Tool spreadsheet and the proposed warrant articles with those present. Mr. Evans commented on how the establishment and use of Capital Reserves funds had impacted this process in a positive way.

Mr. Evans thanked both Ms. Mello and Mr. Rossner for their presentation. Members of the Select Board and the Budget Committee offered their thanks and appreciation as well.

**Town Operating Budget:** Mr. Evans mentioned that the material originally scheduled to be presented on December 8, 2021 would be taken up at the meeting on December 17, 2021. He asked the Town Administrator if he would begin his review of the budget starting with the Executive section.

The Town Administrator reviewed the Executive, Election Registration and Vital records, Financial Administration and Revaluation of Property sections of the operating budget and took questions from those present.

There being no further business to come before the meeting, it was adjourned at 7:10PM.

Respectfully Submitted,

Michael R. Capone  
Town Administrator