



**TOWN OF GILMANTON
BUDGET COMMITTEE**

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Website: www.gilmantonnh.org

1 **January 20, 2024- DRAFT NOTES**

2

3 **8:30:00 a.m.- CALL TO ORDER by Chairman Forst**

4 **PLEDGE OF ALLEGIANCE**

5 **Present:** Chairman Brian Forst, Vice-Chair Joshua Mann, Member Anne Kirby, Member Betty Ann Abbott,
6 Member Ron Leclerc, Member Alec Bass, School Board Member- Grace Sisti, and Selectmen's Rep- Mark Warren

7 **Absent w/ Notice:** Selectmen's Rep- Vincent Baiocchetti

8

9 **Others Present:** Sandie MacDonald- Finance, Bruce Beasley- SAU Administrator, Julie Couch- Principal, Bianca
10 Weber-School Board Member, Jonathan Sterns- School Board Member, Kelsey St. James- School Board Member,
11 and Town Administrator- Heather Carpenter

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13 **Disclaimer:** *The information included in this document is not verbatim discussions but general highlights,
14 clarification, and information regarding the proposal for the 2024 operating budget. For full budget request
15 details, please review the operating budget worksheets provided as attachments.*

16

17 **REGULAR EDUCATION-1100**

18 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 1100 is moved for
19 discussion in the amount of \$7,373,854.

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21 **Points of discussion:**

- 22 ○ Cut the bottom line of the operating budget vs going line by line. A 2% reduction in the operating budget
23 would be approximately \$290,216.00.
24 ○ Gilford tuition cost
25 ○ School choice options in the future
26 ○ Continued increase to this budget is unsustainable to the community.

27 **MOTION TO AMEND:** On a motion by Member Kirby and seconded by Member Leclerc, budget 1100, reduce
28 budget by \$120,000.00, is moved for discussion.

29

- 30 ○ Further discussion on primary grade class sizes, specials, and reduction of a position.

31 **Addition to amendment:** Vice-Chairman Mann- minor amendments on line 640- \$1,500.00, line-742-\$800-
32 textbooks, equipment- \$2,300.00 for a total of \$7,231,246.00.

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34 ➤ **ADJ:** \$122,300.00

35 **RECOMMENDATION:** The Budget Committee's recommendation for line 1100 will stand at \$7,234,246. (7-1
36 abstain Member Bass)

37

38 **SPECIAL EDUCATION-1200**

39 **MOTION:** On a motion by Chairman Forst and seconded by Vice Chairman Mann budget 1200 is moved for
40 discussion in the amount of \$876,440.

41 **Points of discussion:**

- 42 ○ Supplies
43 ○ Summer Program/trips
44 ○ Budget amount used to be larger, this budget is based on need.

45 **RECOMMENDATION:** The Budget Committee's recommendation for line 1200 will stand at \$876,440.

46 (7-0)

47 **CO-CURRICULAR-1410**

48 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 1410 is moved for
49 discussion in the amount of \$88,760.

50

51 **Point of discussion:**

- 52 ○ Coaching, supplemental to the contract (CBA)
- 53 ○ Additional stipends and increased amounts
- 54 ○ Dues, fees, and supplies

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56 **RECOMMENDATION:** The budget committee's recommendation for line 1410 will stand at \$88,760. (7-0)

57

58 **ATTENDANCE-2112**

59 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2112 is moved for
60 discussion in the amount of \$1.00.

61 **Point of discussion:**

- 62 ○ The reason a dollar is held in the line may be to hold the cost center for future use.

63

64 **RECOMMENDATION:** The Budget Committee's recommendation for line 2112 in the amount of \$1.00.
65 (7-0)

66

67 **GUIDANCE-2120**

68 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2120 is moved for
69 discussion in the amount of \$157,542.

70 **Point of discussion:**

- 71 ○ The need for two guidance positions vs one and a half that we had in the past/ 1 FT and 1 PT
- 72 ○ The legal requirement is to provide one guidance position for every 500 students.
- 73 ○ The focus is on social and emotional wellness, and what the guidance department provides.
- 74 ○ Impact to the program and how it works if there is a reduction in staff.

75

76 **RECOMMENDATION:** The budget committee's recommendation will stand at \$157,542.00 for line 2120. (7-0).

77

78 **HEALTH-2130**

79 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2130 is moved for
80 discussion in the amount of \$61,210.00.

81

82 **Point of discussion:**

- 83 ○ The budget is increased due to salary and AED battery.

84

85 **RECOMMENDATION:** The budget committee's recommendation for line 2130 will be in the amount of
86 \$51,210.00.

87 (7-0)

88

89 **PSYCHOLOGICAL-2140**

90 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2140 is moved for
91 discussion in the amount of **\$82,020.00.**

92

93 **Point of discussion:**

- 94 ○ Especial Ed support for testing

- 95 ○ The contractor is based on an hourly fee and has grant funding.

96

97 **RECOMMENDATION:** The budget committee's recommendation for line 2140 will stand in the amount of
98 \$82,020.00 (7-0)

99

100 **SPEECH-2159**

101 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2159 is moved for
102 discussion in the amount of \$62,916.00

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104 **RECOMMENDATION:** The budget committee's recommendation for line 2159 will stand in the amount of
105 \$62,916.00 (7-0).

106

107 **PHYS. & OCC THERAPY-2160**

108 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann budget 2160 is moved for
109 discussion in the amount of \$103,060.00.

110

111 **Point of discussion:**

- 112 ○ OT focus on IEP
113 ○ CODA- sees all kids, identifying needs earlier.
114 ○ Overall good support system and early intervention

115

116 **RECOMMENDATION:** The budget committee's recommendation for line 2160 will stand in the amount of
117 \$103,060.00 (7-0)

118

119 **INSTRUCTIONAL DEVELOPMENT-2212**

120 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2212 is moved for
121 discussion in the amount of \$54,331.00.

122

123 **Point of Discussion:**

- 124 ○ Contracted course development
125 ○ Inservice- speakers, and online safety
126 ○ Courses for paraprofessionals

127 **MOTION TO AMEND:** On a motion by Vice-Chairman Mann and seconded by Member Kirby, budget 2212,
128 reduce budget by \$3,500.00, is moved for discussion.

129 Line ___ - reduced by 2,500.00.

130 Line 321- reduced by \$1,000.00.

131 Total reduction of \$3,500.00

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- 133 ➤ **ADJ:** This budget was reduced by \$3,500.00.

134

135 **RECOMMENDATION:** The budget committee's recommendation for line 2212 will stand in the amount of
136 \$50,831.00 (7-0)

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138 **RECESS: 10 MIN (APPROXIMATE TIME 10:03)**

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LIBRARY-2222

MOTION: On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2222 is moved for discussion in the amount of \$83,042.

Point of discussion:

- Full-time staff vs part-time staff oversight of the program
- Master level required by the Dept. of Education
- Future discussion on moving to a part-time position.

MOTION TO AMEND: On a motion by Vice-Chairman Mann and seconded by Chairman Forst, budget 2222, reduce budget by \$1,250, is moved for discussion.

\$250.00 from vendors

\$500.00 from other

\$500.00 from new book

Total reduction of \$1,250.00

- **ADJ: \$1,250.00**

RECOMMENDATION: The budget committee's recommendation for line 2222 will stand in the amount of \$81,792.00 (7-0)

TECHNOLOGY-2225

MOTION: On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2225 is moved for discussion in the amount of \$212,256.00.

Point of discussion:

- Stipend position of \$2,500.00 is a part of the CBA; A classroom teacher who also works with the Tech. Director
- Budget increase from \$185,000.00 to \$212.000 recommendation based on the fact this was offset by grant funding and the grant is expiring.
- Hardware vs services and what included from SHI (third party vendor)
- Replacement of equipment-Chromebook discussion original request included replacement for 1st and 5th grade, reduced to cover replacement in one grade only.
- Future funding for chrome books could come from the capital fund for technology, funds last year were moved from the asbestos tile fund.
- Dyslexia screening- Unfunded state mandate.

MOTION TO AMEND: On a motion by Member Kirby and seconded by Vice Chairman Mann, budget 2225, reduce budget by \$10,000, is moved for discussion.

- **ADJ:** Reduce software by \$10,000.00.

RECOMMENDATION: The budget committee's recommendation for line 2225 will stand in the amount of \$202,256.00 (7-0) (02:13:53)

SCHOOL BOARD-2310

MOTION: On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2310 is moved for discussion in the amount of \$77,364.00.

Point of discussion:

- Actuary report

190 **MOTION TO AMEND:** On a motion by Member Kirby and seconded by Vice Chairman Mann, budget 2310,
191 reduce budget by \$4,500.00, leaving a total amount of \$72,864.00 is moved for discussion.

192 ➤ **ADJ:** Reduce by \$4,500.00.

193

194 **RECOMMENDATION:** The budget committee's recommendation for line 2310 will stand in the amount of
195 \$72,864.00 (7-0)

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197 **SUPERINTENDENT-2320**

198 **MOTION:** On a motion by Chairman Forst and seconded by Member Kirby, budget 2320 is moved for discussion
199 in the amount of \$174,493.00

200 **Point of discussion:**

- 201 ○ Due to hiring status filled at \$73,000 for 2.5 days per week.
- 202 ○ Reduce line 810/row 11 to the amount of \$1,500.00.
- 203 ○ Total reduction in the bottom-line budget by 33,500.00.

204

205 **MOTION TO AMEND:** On a motion by Vice-Chairman Mann and seconded by Member Kirby, budget 2320,
206 reduce budget by \$33,500.00, leaving a total amount of \$140,993.00 is moved for discussion.

207 ➤ **ADJ-**\$33,500.00

208

209 **RECOMMENDATION:** The budget committee's recommendation for line 2320 will stand in the amount of
210 \$140,993.00 (7-0)

211

212 **STUDENT SUPPORT SERVICE-2331**

213 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2331 is moved for
214 discussion in the amount of \$145,986.00

215 No discussion

216

217 **RECOMMENDATION:** The budget committee's recommendation for line 2331 will stand in the amount of
218 \$145,986.00 (7-0).

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220 **PRINCIPAL'S OFFICE-2410**

221 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann budget 2410 is moved for
222 discussion in the amount of \$299,642.00.

223 **Point of discussion:**

- 224 ○ The amount of admin's is heavy between the SAU and the principal's office.
- 225 ○ The Special Ed assistant also does the state reporting requirements.

226

227 **MOTION TO AMEND:** On a motion by Member Kirby and seconded by Member Abbott, budget 2410, reduce
228 budget by \$35,000.00, leaving a total amount of \$264,642.00 is moved for discussion.

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230 ➤ **ADJ-**\$35,000.00

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232 **RECOMMENDATION:** The budget committee's recommendation for line 2410 will stand in the amount of
233 \$264,642.00(6-1 Vice-Chairman Mann)

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235 **FISCAL SERVICES-2510**

236 **MOTION:** On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 2510 is moved for
237 discussion in the amount of \$194,313.00

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Point of discussion:

- Currently the position is posted for a full-time Business Administrator
- There will be a vacancy for the payroll/a/p, HR component. The budget line is not fully expended, due to the high-quality individual in the position currently, level of knowledge and ability may not be the same with a new hire.
- Training is necessary for new hires.
- Discussion of reduction of \$3,000.00 withdrawn

MOTION TO AMEND: On a motion by Member Kirby and seconded by Member Bass, budget 2510, reduce budget by \$10,000.00, leaving a total amount of \$184,313.00 is moved for discussion.

Member Leclerc stated there is a SAU consolidation bill that is being strongly recommended based on ADM per student if consolidated.

NH is the 3rd highest in the nation for SAU cost, if passed there will be the multidistrict apportionment.

- **ADJ-** \$10,000.00

RECOMMENDATION: The budget committee's recommendation for line 2510 will stand in the amount of \$184,313.00 (7-0)

OPERATION OF PLANT-2620

MOTION: On a motion by Chairman Forst and seconded by Vice- Chairman Mann, budget 2620 is moved for discussion in the amount of \$555,787.00.

Point of discussion:

- Oil- currently set at \$4.00 per gal.
- Electrical should only be an increase of 11% based and budget is based on current use.

MOTION TO AMEND: On a motion by Member Kirby and seconded by Member Abbott, budget 2620, reduce budget by \$10,000.00, leaving a total amount of \$545,787.00 is moved for discussion.

RECOMMENDATION: The budget committee's recommendation for line 2620 will stand in the amount of \$545,787.00. (7-0)

TRANSPORTATION-2700

MOTION: On a motion by Chairman Forst and seconded by Vice Chairman Mann, budget 2700 is moved for discussion in the amount of \$624,350.00.

Point of discussion:

- The bus company is not extending the contract under the current price, they have the language worked in the contract. Initially the increase was 27%, which is unacceptable. Through negotiation the increase is down to 9.5%. Unfortunately, they are the only game in town.
- Route and ridership discussion and potential changes in the future.
- This budget will look different next year.

RECOMMENDATION: The budget committee's recommendation for line 2700 will stand in the amount of \$624,350.00. (7-0)

Skip Support Services and Benefits 2910 until after lunch

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FOOD SERVICE DISTRICT SUPPORT-3100

MOTION: On a motion by Chairman Forst and seconded by Vice Chairman Mann budget 3100 is moved for discussion in the amount of \$45,000.00.

No discussion

RECOMMENDATION: The budget committee's recommendation for line 3100 will stand in the amount of \$45,000.00.

DEBT SERVICE-5100

MOTION: On a motion by Chairman Forst and seconded by Vice-Chairman Mann, budget 5100 is moved for discussion in the amount of \$113,690.00.

RECOMMENDATION: The budget committee's recommendation for line 5100 will stand in the amount of \$113,690.00

SUPPORT SERVICES AND BENEFITS-2910

MOTION: On a motion by Chairman Forst and seconded by Vice Chairman Mann, budget 2910 is moved for discussion in the amount of \$2,336,451.00.

Point of discussion:

- 3% salary adjustment
- Insurance and buyout discussion

MOTION TO AMEND: On a motion by Member Kirby and seconded by Member Sisti, budget 2910, reduce budget by \$25,000.00, leaving a total amount of \$2,311,451.00 is moved for discussion.

- **ADJ-**\$25,000.00

RECOMMENDATION: The budget committee's recommendation for line 2910 will stand in the amount of \$2,311,451.00.

GRANTS FUND-5220

MOTION: On a motion by Chairman Forst and seconded by Vice- Chairman Mann, budget 5220 is moved for discussion in the amount of \$250,000.00 (03:15:20)

- Point of Discussion:
How grants are shown in the budget request for additional column, for now you can see the amount in the voted as adjusted, grants are an offsetting revenue.

RECOMMENDATION: The budget committee's recommendation for line 5220 will stand in the amount of \$250,000.00.

FOOD SERVICE FUND-5221

MOTION: On a motion by Chairman Forst and seconded by Vice Chairman Mann, budget 5221 is moved for discussion in the amount of \$251,547.00.

RECOMMENDATION: The budget committee's recommendation for line 5221 will stand in the amount of \$251,547.00.

334 **TOTAL OPERATING BUDGET**

335 **MOTION:** On a motion by Chairman Forst and seconded by Vice Chairman Mann, Article 09 for the school’s
336 proposed operating budget in the amount of \$13,948,697.00 is moved for discussion.

337

338 **RECOMMENDATION:** The budget committee's recommendation for Article 04- the town's proposed operating
339 budget will stand in the amount of 13,948,697.00 (7-0)

340 **Reduced by the following amounts.**

- 341 ● 1100- Reg Ed Reduced by \$122,300.00
- 342 ● 2212- instructional Development reduced by \$3,500.00
- 343 ● 2222- Library reduced by \$1,250.00
- 344 ● 2225-Tech reduced by \$10,000.00
- 345 ● 2310- School Board reduced by \$4,500.00.
- 346 ● 2321-Superintendent reduced by \$33,500.00.
- 347 ● 2410- Principal reduced by \$35,000.00
- 348 ● 2510- Fiscal reduced by \$10,000.00
- 349 ● 2620- Operation of Plant reduced by \$10,000.00
- 350 ● 2910-Support Services reduced by \$25,000.00
- 351 ● TOTAL: Reduction of \$255,050.00

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353 **RECOMMENDATION:** The budget committee's recommendation for Article IX (09) will stand in the amount of
354 \$13,948,697.00.

355

356 **WARRANT ARTICLE DISCUSSION:**

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358 **Article II. District Officers’ Salaries**

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360 Shall the School District establish the salaries for District Officers for the coming year as follows:

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362 School District Moderator	\$ 250.00
363 School District Clerk	\$ 750.00
364 Chairperson of School Board	\$ 950.00
365 School Board Members (4) each	\$ 825.00
366 School District Treasurer	\$ 1,800.00

367

368 No discussion

369 **RECOMMENDATION:** The budget committee's recommends Article 02. (7-0)

370

371 **Article III. Gilmanton School Leach Field Pump Station Capital Reserve**

372

373 Shall the School District vote to raise and appropriate the sum of Seven Thousand Five Hundred Dollars (\$7,500)
374 to be placed in the Gilmanton School Leach Field Pump Station Capital Reserve as previously established in 2004.
375 (Majority vote required)

376 No discussion

377

378 **RECOMMENDATION:** The budget committee's recommends Article 03. (7-0)

379

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381

382 **Article IV. Roof Replacement Expendable Trust Fund**
383 Shall the School District vote to raise and appropriate the sum of Twelve Thousand Five Hundred Dollars (\$12,500)
384 to be placed in the Roof Replacement Expendable Trust Fund as previously established in 2008.

385 (Majority vote required)

386 Point of discussion: General age, size, type, cost of replacement and the need for a bond for the project

387

388 **RECOMMENDATION:** The budget committee's recommends Article 04 (6-1-No J. Mann).

389

390 **Article V. Tractor Replacement Expendable Trust Fund**

391

392 Shall the School District vote to raise and appropriate the sum of One Thousand Five Hundred Thirty-Eight Dollars
393 (\$1,538) to be placed in the Tractor Replacement Expendable Trust Fund as previously established in 2016.

394 (Majority vote required)

395

396 **RECOMMENDATION:** The budget committee recommends Article 05. (7-0).

397

398 **Article VI. Technology and Hardware Repair and Replacement Expendable Trust Fund**

399

400 Shall the School District vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be placed in
401 the Technology and Hardware Repair and Replacement Expendable Trust Fund, as previously established 2023.

402 (Majority vote required)

403

404 **RECOMMENDATION:** The budget committee's recommends Article 06. (7-0).

405

406 **Article VII. Facilities and Grounds Maintenance, Repair and Improvement Capital Reserve Fund**

407

408 Shall the School District vote to establish a Facilities and Grounds Maintenance, Repair, and Improvement
409 Capital Reserve Fund per RSA 35:1, for the maintenance, repairs, and improvements of the school facilities and
410 to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be placed in the fund; further to
411 name the School Board as agents to expend from the fund. (Majority vote required)

412

413 Recommendations Required.

414

415 Recommended: School Board

416 Not Recommended: Budget Committee

417

418 **NOT RECOMMENDED:** The budget committee does not recommend Article 07. (4-4 tie vote Chair broke the tie,
419 total of 5 no votes)

420

421 **Article VIII. Parking Lot Paving**

422 Shall the School District raise and appropriate the sum of Two Hundred Fifty-Five Thousand, Five Hundred Fifty-
423 Five Dollars (\$255,555) to repave and expand the school parking lot and authorize the withdrawal of One Hundred
424 Fifty-Seven Thousand Dollars (\$157,000) from the Capital Reserve Fund created for that purpose in 2008. The
425 balance, Ninety-Eight Thousand Five Hundred Fifty-Five Dollars (\$98,555) to come from general taxation. (Majority
426 vote required)

427 *Parking Lot Paving Additional Information:*

428 *This project includes installation/construction of additional parking areas, reclamation and resurfacing of existing*
429 *parking, pavement markings, installation of storm drainpipe, and electrical conduits and pull boxes. The*
430 *reconfiguration will allow an additional bus lane in an effort to reduce parking and road congestion.*

431 **Point of Discussion:** Current cost vs waiting to do the project later and the potential cost increases.

432 **RECOMMENDATION:** The budget committee's recommends Article 08. (6-2-No A. Bass & R. Leclerc)

433 **Article IX. Operating Budget**

434 Shall the School District raise and appropriate as an operating budget, not including appropriations by special
435 warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the
436 warrant or as amended by vote of the first session, for the purposes set forth therein, totaling ~~Fourteen Million,~~
437 ~~Two Hundred Three Thousand, Seven Hundred Forty-Seven Dollars (\$14,203,747)?~~ Should this article be
438 defeated, the default budget shall be Fourteen Million, One Hundred Seventy-Six Thousand, Four Hundred
439 Seventy-Six Dollars (\$14,176,476), which is the same as last year, with certain adjustments required by previous
440 action of the School District or by law; or the governing body may hold one special meeting, in accordance with
441 RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Majority vote required)

442 **Budget Committee Recommendation:** Changes to the operating budget made that will be presented as
443 \$13,948,697 operating budget and 14,176,476 default budget (8-0)

444 **Article X. Fund Balance Retention**

445 Shall the School District vote to authorize, indefinitely until rescinded, to retain year-end unassigned general funds
446 in an amount not to exceed, in any fiscal year, 5 percent of the current fiscal year's net assessment, in accordance
447 with RSA 198:4-b, II. (Majority vote required)

448

449 **NOT RECOMMENDATION:** The budget committee does not recommend Article 10 (0-7 No)

450

451 **SAWYER LAKE DISTRICT:** The proposed operating budget is \$119,745.00.

452 ➤ **ACTION ITEM:** Budget Committee public hearing will need to be scheduled in March; staff will need to
453 coordinate and post for the public hearing.
454 The 2024 -2025 process will need to be coordinated within the normal cycles of presentation starting in
455 November.

456

457 **Adjournment: Official time not captured, approximately 3:00 p.m.**