

**TOWN OF NEWMARKET, NEW HAMPSHIRE
BUDGET COMMITTEE MEETING**

MAY 21, 2018 7:00 PM

TOWN HALL AUDITORIUM

Approved August 27, 2018

MEMBERS PRESENT: Chairman Daniel V. Smith, Vice Chairman Jeff Raab, William “Blue” Foster, Michael “Mickey” Burns, Trevor MacDonald, Robert Ortins, Ashley Bowley, Dave Foltz, Town Council Rep Zachary Dumont, School Board Rep Elizabeth McKinney

EXCUSED: Joan LaRochelle

ALSO PRESENT: School Superintendent Meredith Nadeau

AGENDA

Chairman Dan Smith called the May 21, 2018 Newmarket Budget Committee Meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

Chairman Smith verified that Elizabeth McKinney was the permanent School Board representative for the upcoming fiscal year.

OLD BUSINESS

Approval of the minutes of the Budget Committee Meeting of April 2, 2018

Mr. Burns made a motion to approve the minutes of the Budget Committee Meeting of April 2, 2018, which was seconded by Mr. Raab.

Chairman Smith polled the Committee and the minutes of Budget Committee Meeting of April 2, 2018, were approved by a vote of 9-0, with 1 abstention.

NEW BUSINESS

Update on School FY2018 Financials

School Superintendent Meredith Nadeau said the Budget currently showed a fund balance of \$160,900. She said the School had a pending roof project at the Junior-Senior High School in the amount of approximately \$70,000, which was identified last year. She said they were also looking to replace the three sets of blinking traffic lights as they were not working properly, so there were a couple of capital projects they would be taking to the School Board for approval. She said they did have funds available in their Building Maintenance Trust Fund but only wanted to use the funds if necessary. She said she thought they currently had \$160,900 in fund balance, she anticipated ending the fiscal year with approximately \$75,000 in the fund.

Discussion: Chairman Smith asked about the encumbrances, and Superintendent Nadeau said it included things like the payroll and other committed expenses. Chairman Smith said most areas looked like they would end the year underspent, except Technology, Special Education Transportation, and Other Instructional Services. Superintendent Nadeau said as far as Other Instructional Services, they were paying for lunch room monitors through savings in para-professional staffing. She said Special Education Transportation was higher but there were savings in other areas of Special Education. She said for Technology the over-expenditures were expected and they had budgeted to tap into the Technology Trust which they had not drawn down at this point.

Ms. McKinney asked about the blinking lights, and Superintendent Nadeau said there were 3 sets of lights in Town that blinked during School hours and were controlled by old software. She said they would be able to replace all 3 with installation included for approximately \$15,000-\$20,000, and they would be solar. Mr. Foltz said this was the healthiest he had seen Special Education in a while and asked about the future. Superintendent Nadeau said it was hard to say but they forecasted as accurately as they were able. She said with the additions and renovations to both buildings, she hoped they would be able to better serve the needs of students in the district. She added that there were also the Special Education Transportation increases to be offset.

Chairman Smith asked what date the 2017-2018 School year would be ending, and Superintendent Nadeau said June 21, 2018 was the last half-day. She said they would officially break ground on June 22nd at the building sites, and the Junior-Senior High School would be off-limits from June 25 through August 25, 2018, as it would be a very heavy construction area. Mr. Foster asked if no-parking signs would be posted for that. Superintendent Nadeau said there would be construction fencing across the entire site with a limited entry area closed at night.

Mr. Foster said it was reported that the Assistant Superintendent was moving on. Superintendent Nadeau said he was and that the recommendation to the School Board was to add a building-level administrative position so that each building would have a Principal and 2 Assistant Principals. Mr. Foltz asked about hiring another Police Officer for the Elementary School, and Superintendent Nadeau said it was approved by the School Board last week. Chairman Smith said there was some controversy at the Deliberative Session about how the Resource Officer would be paid for, and incremental funding had been added. Superintendent Nadeau said that line of funding would be recommended to the School Board, and Chairman Smith advised caution.

Councilor Dumont asked if they suspected a large traffic disruption in the area. Superintendent Nadeau said she did not expect disruption until the start of the school year at drop-off sites for both schools. She said she had spoken with Chief True and the School Resource Officer for some support during those times. She said she was working with Police and Fire to look at pickup and drop-off routes at the elementary school, and hoped more Junior-Senior High School students would take the bus. Mr. Ortins

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asked about having enough seats on the buses and the hour-long bus ride. Superintendent Nadeau said they did have the capacity at this time and would make adjustments with the Bus Company.

Ms. McKinney asked about a parking site, and Superintendent Nadeau said there would be no parking at the Junior-Senior High School and Faculty parking would be across the street. She said she had spoken with the Town in regard to using municipal lots. Mr. Foster asked if students drove to SST and Superintendent Nadeau said the current practice was they did not. Chairman Smith asked if the baseball field and the Recreation Center would still be available, and Superintendent Nadeau said not during the summer as it would be Emergency Zone access.

Meeting Schedule for 2018

Chairman Smith stated that the Meeting Schedule for 2018 would be tabled until the next session, as the date for the 2019 Town Meeting had not yet been set by the State, though it was usually the 2nd Tuesday in March. He said he did not see the point in getting together in June or July, as neither the Town nor the School would have finished their fiscal year budgets, and said their next meeting would be August 27, 2018.

Mr. Foster made a motion to forego Budget Committee meetings in both June and July and not meet again until August, which was seconded by Mr. Foltz.

Chairman Smith polled the Council and the motion to forego meetings in June and July was approved unanimously by a vote of 10-0.

Selection of CIP Representative

Chairman Smith said they needed to appoint a representative to CIP. He said the process typically started in September, and asked if anyone was interested in learning about how to set aside funding for Capital Projects. He said the CIP Committee took in presentations from Department Heads, the Superintendent, and the Business Administrator, and he felt CIP should put more thought and discussion into what the money should be set aside for and where the pressing needs were. Mr. MacDonald volunteered to be the Budget Committee representative to the CIP Committee. Chairman Smith said Facilities Director Greg Marles might be heading up the meetings this years. He said he had a mountain of experience and brought a level of expertise the Town had not seen.

OTHER BUSINESS

ADJOURNMENT

Ms. Bowley made a motion to adjourn the meeting which was seconded by Councilor Dumont.

The motion to adjourn was approved unanimously by a vote of 10-0, and the meeting was adjourned at 7:29 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary