

Final Approved
HOLLIS/BROOKLINE COOP BUDGET COMMITTEE
August 17, 2009 Minutes

- Members Present: Steve Pucci, Ray Valle, Forrest Milkowski, Lorin Rydstrom and Doug Davidson attended.
- Members Absent: Greg d'Arbonne, Dan Peterson, and Greg McHale.
- Guests/Public Present: None.

COMMITTEE ORGANIZATION:

MEMBERSHIP	E-MAIL/MAIL
Steve Pucci, Chairman	sdpucci@earthlink.net
Greg McHale, Vice Chairman	H: greg.mchale@gmail.com
Greg d'Arbonne, Secretary	H: Gdarbo6844@aol.com W: Gdarbonn@systems.textron.com
Dan Peterson, School Board Representative	DanJPeterson@usa.net
Doug Davidson	rangerfund@charter.net
Forrest Milkowski	ForrestMilkowski@earthlink.net
Lorin Rydstrom	Lorin.rydstrom@fctg.com
Ray Valle	delv@tds.net

1. Committee Chairman Steve Pucci called the meeting to order at 6:15 PM.
2. Steve Pucci asked everyone if they had read the Minutes from the June meeting and the amended Minutes based on feedback to those Minutes. All present had read them..
 - a. **Motion:** Ray Valle made a motion that the Budget Committee accepts the Minutes of the July 13th 2009 meeting as sent out by e-mail. Doug Davidson seconded the motion.
 - b. **Vote:** 5 in favor of the motion, none against. The motion passed.
3. In the "Hot Issues" agenda item, a discussion was held regarding the departure of Dawna Duhamel, the Business Administrator for the SAU and the key person who provides budget details to the BudCom. Various comments were provided. The SAU will be holding a meeting on August 28th and the replacement of BA will be on the agenda.. Doug will be in contact with Janice as a follow up on the office commodities area. Ray suggested that the Budget Committee be part of the interview process; Steve mentioned that he already talked with the Superintendent & SB Chair, and offered our support. Doug stated that he thought that it may not be to the best interest of the new hire and the Budget Committee ***IF WE PARTICIAPTED IN THE PROCESS.** Steve suggested we wait to hear back from the School Board Meeting on this topic.
4. During the INPUTS/UPDATE from SB Meeting *(DELETE), a discussion was held regarding the upcoming School Board meeting on the 19th. The published agenda received yesterday shows a "Non-Public Meeting" session from 6 PM to 7 PM, and shows the Budget Committee was invited to be there from 6:30 to 7:00. Steve will contact Janice to define the purpose of the Budget Committee role in the meeting ***AND NOTIFY THE COMMITTEE AS NEEDED.**

Final Approved

- *5. Superintendent's Report was discussed by the committee. Discussion items included Capital Improvements and Expansion at the High School. Steve *ASKED IF the Budget Committee needs to see the overall, approved COOP strategic plan in March 2010 *AS PROMISED BY THE SCHOOL BOARD otherwise there will be no support for capital expansion dollars until that plan is reviewed by the BudCom. *THERE WAS NO DISAGREEMENT.
- *6. A discussion was held concerning any remaining fire safety violations *WITH Tim Kelley's previous year*'S proposal to *THE Fire Chief *AND ANY SAFETY AND FINANCIAL LIABILITY THE COOP MIGHT BE EXPOSED TO.
- *7. A discussion was held on Project Progress. Steve stated that he reviewed the contract currently under review by the SB, and previously offered some comments to Dan Peterson. In addition, it was unclear who on the SB would serve as "Project Leader" to ensure the overall program stayed on track. Being that we are now in mid-August, Steve asked if the energy audit is still on-track to be completed "this summer" as communicated by the SB.
- *8. Doug asked "Where's the Surplus?" A discussion was held on how the surplus is managed within the budget and that the funds are essentially returned to the taxpayers through a reduction in taxes.
- *9. Budget Discussions Agenda Item: Various comments were made regarding preparation for budget guidance determination. The current budget was discussed. We are in a new budget year (2009- 2010). It was noted that the Town of Hollis did not lock in with the Coop and SAU on fuel price. We would like to receive the final 08/09 audited numbers, and total unreserved fund balance, as soon as they are available. Meeting with SAU should occur within next few weeks. A question was raised as to what is going to happen to the IDEA grants and how does it impact/drive the budget? Steve asked Ray what is progress was on the Educational Improvement project that was assigned to him. Ray stated that he has not made any progress. A discussion was held on the Revenue Forecast and that it appears that revenue will be down which will result in an increase in the tax impact to the taxpayers. Forrest asked, "What is our goal?"
- *10. The Teacher Contract was discussed. A discussion was held regarding our plan to work with the School Board. Forrest stated that it would be beneficial if the contracts across the SAU could be normalized and asked what are our goals? The Budget Strategy was discussed. A discussion on how raises should be factored in to the budget and how they should be viewed was held. Ray stated that *THE Hollis *BOARD OF SELECTMAN AND THE TOWN BUDGET COMMITTEE BOTH asked all departments for *(delete) a -5% and -10% budget over the current year to proactively plan for a possible revenue decline situation. Suggested the COOP should consider this as well. The question of 0% tax impact was also raised. Questions regarding "What should be the committee's position on salary and the budget? What are our budget goals?" were raised and discussed. A discussion of moving towards a merit based salary increase programs over the next 10 years might be a goal. Other discussions involved performance based pay increases, cost increase vs. contract increase. *OTHER DISCUSSION INVOLVED THE CONSIDERATION OF TOTAL COMPENSATION UNDER ANY REVIEW THE BUDGET COMMITTEE MAY MAKE IN THE FUTURE.

Final Approved

*11. At 7:58 Greg McHale joined the meeting

- a. A discussion was held on tax impact vs. Budget number. Benefits and other budget items were discussed. Doug Davidson made the following motion second by Forrest:

Motion: The proposed budget committee budget guidance will include negotiated contract and support contract increases

Amendment: The following amendment to the motion was made by Ray and second by Doug: “and all school board *SUPPORTED warrants.”

- b. **Vote:** 5 in favor of the motion, 1 against. The motion passed. The original motion was amended.
- c. **Vote:** 5 in favor of the motion, 1 against. The motion passed.

*12. Doug Davidson suggested that the Budget Committee presents a “Statement of Advisement” to the School Board regarding the budget for 2010 – 2011.

Regardless of our input on the contract negotiations, the realities of our current economy and budget concerns tell us that the following areas should be a focus of the negotiating team:

- Creative Health Care Options: Market competitive and creative options
 - Offset mandated items such as Retirement
 - Contributions in other areas of compensation
 - Removal of steps consistent with the support staff contract
- d. **Motion:** The “Statement of Advisement” is *TO BE presented to the School Board at the Joint Meeting on August 19th 2009: The motion was made by Doug and second by Forrest.
- e. **Vote:** 6 in favor of the motion, 0 against. The motion passed.

*13. The next meeting is 17 August at 6 PM at the Middle School. ***NO. THIS MEETING WAS 17 AUGUST – SHOULD THIS READ 19 AUGUST OR SEPT.?

*14. Ray motioned to adjourn. Lorin seconded the motion. Unanimously approved. The Budget Committee meeting adjourned at 9:10 PM.

Respectfully submitted,

Forrest Milkowski
Secretary

DRAFT