

**Finance/Budget Workshop Minutes**  
**March 29, 2021**  
**Zoom Meeting 6:30 PM**

**Members Present:** Bill MacDonald, Robin McNeil, Corinna Caron, Mark Guzzi, Veronica Nicholson, Kathy Neill

**Members Absent:** Ryan Parker, Etna Vacancy

**Others Present:** Mike Hammer, Joe Chadbourne, Licia Goodridge, Suzanne Nowinski, David Leighton, Maureen Cipullo, Mary Nadeau, Ellen Surprenant, Maxine Pare, Michelle Paradis

I. **Public Comment** - None

II. **Budget Review**

A. Buildings & Maintenance

The proposed increase to the maintenance budget is \$274,000. About \$86,000 of the increase relates to wage increases and changes in staff along with health insurance increases. There are two currently unfilled positions that we have budgeted to take insurance. The areas with the largest increase were Professional Services, Water/Sewer and Repairs. Professional Services were up roughly \$74,000 with additions of preventive maintenance services at the new middle and high school along with preventative maintenance on the kitchen equipment in all the schools. Water and Sewer were up roughly \$32,000 due to the need to pump the septic tanks at the Nokomis complex. Repairs showed an increase of \$99,000 for projects throughout the District including redoing a section of the old Nokomis driveway, continuing doing a section of the Somerset driveway along with roof patches at Somerset.

B. Nurses

The proposed nurses budget was an increase of \$6,500. The increase is related to wages and insurance. Non payroll expenses were flat to the current year.

C. Adult Education

Adult Education is requesting the same local funding as the current year at \$130,000. The program did lose roughly \$3,000 in state funding and they are no longer participating in the ITV program which is another reduction in revenue of \$3,000 from this year's budget. Advertising is up a little over \$5,000 to promote local enrichment classes and there are also increases in tuition and online class expenses. These increases are offset by Adult Ed using roughly \$17,000 of their fund balance from underspending in the previous year.

D. Food Service

Food Service is requesting the same local funding as the current year at \$80,000. There are a lot of unknowns regarding the food service program and participation rates next year. As a result, revenues have been reduced by \$44,000 from the current year's budget. In order to balance the budget, food and non food costs have been reduced along with not filling two currently unfilled positions.

III. **Other**

Discussion took place over the timeline of the budget process. The Budget Committee is scheduled to meet through April to finalize a budget to bring to the Board in May. Next week we will look at the full rolled-up budget looking at both revenues and expenditures.

IV. **Adjournment**

The meeting was adjourned at 7:31 pm.

Respectfully submitted,

Joe Chadbourne, Business Manager