

**FRANKLIN FINANCE MEETING**  
**MINUTES**  
**4/14/21 - 5:00 pm**  
<https://sau18-org.zoom.us/j/88010478025>

**PRESENT:**

- ☒ **Deb Brown- Finance Chair**
- ☒ **Tim Dow- School Board Chair**
- ☒ **Delaney Carrier- School Board Member**
- ☒ **Dan LeGallo- Superintendent**
- ☒ **Jefferson Braman- Business Administrator**
- ☒ **Jule Finley- Curriculum Director**
- ☐ **Spirit Seeker - Franklin School District Treasurer**

**CALL TO ORDER by Deb Brown, Committee Chair: 5:30 pm**

- 1. MINUTES: March 11, 2021**
  - a. Accepted as presented
- 2. 3/11/21 Joint Finance Committee Meeting Talking Points**
  - a. No changes
- 3. BANK RECONCILIATIONS: March 2021**
  - a. There is a \$158.73 variance and is being reviewed by [Jefferson Braman](#).
  - b. Reviewed and accepted as presented.
  - c. Reviewed Outstanding Checks - several checks still outstanding from 2/7/20 - 11/6/20 are the oldest being researched.
  - d. 5.93% of the FY21 Budget is available for expenditure for the rest of the school year.
  - e. 3.56% of the FY21 Special Education Budget is available for the rest of the school year. However, changes in this budget are fluid and changes constantly.
  - f. Revenues are down (\$83,727). However, Medicaid expenses are still being submitted for reimbursement.
  - g. End of Year Fund Balance Projection is currently estimated to be \$225,825.43.
- 4. BUILDING PROJECTS UPDATE**
  - a. Update - Oak Association of Portsmouth Report - Senior Structural Engineer, David Martin, reported a budgetary estimate for the removal of the existing elevated walkway and the provision of a new elevated walkway is approximately \$80,000. The Finance Committee recommends moving forward with RFP to repair this walkway as it is a safety concern.
- 5. FY 21-22 BUDGET**

- a. There was a discussion regarding the use of the ESSER II funds and how these funds can be used.

## **6. PERFORMANCE CONTRACTOR PROCUREMENT**

- a. A general discussion ensued regarding performance contract procurements.

## **7. LATE ITEMS: Summer Food Service SSO**

- a. The Food Service Department will continue to provide meals throughout the Summer.
- b. Transportation contract with First Student. First Student provided a proposal for an extension of three years to the current contract. This contract will include Special Education transportation. The fuel is paid for by the district and not included in the proposal.
- c. Robyn Dunlap, Director of Technology submitted a proposal for 200 Chromebooks, Anywhere cart, Chromebook sleeve and Google Chrome Education Upgrade for a total amount of \$58,300.00. The Finance Committee recommends this purchase.
- d. The Finance Committee reviewed an estimated proposal for continued upgrade to air handlers at each school. The recommended priority would be the Middle School, Paul Smith School and then the Franklin High School. The use of ESSER Funds was discussed. [Jefferson Braman](#) was asked to research whether these funds could be used on projects such as this.

## **8. NON-PUBLIC SESSION (if necessary)**

**Motion to enter Non-Public Session at 5:40 pm per RSA 91-A: 2 II, (b) - Personnel and RSA 91-A: 3 II**

**Motion made by: Deb Brown**

**Second by: Tim Dow**

**Vote on the motion: Unanimous**

The committee discussed personnel. No action taken.

**Motion to return to Public Session at 6:00 pm**

**Motion made by: Deb Brown**

**Second by: D. Carrier**

**Vote on the Motion: Unanimous**

**Motion to return to adjourn.**

**Motion made by: Tim Dow**

**Second by: Deb Brown**

**Vote on the Motion: Unanimous**

**ADJOURNED at 6:00 pm**

**NEXT MEETING: May 12, 2021 @ 5:30 pm**

**Respectfully submitted,  
Debbie Brown, Finance Chairman**