

**WINCHESTER SCHOOL BOARD**  
**BUDGET MEETING -WINCHESTER LIBRARY**  
**DECEMBER 20, 2016**

School Board Members Present: K. Bazan, L. Picard, H. Griffus, S. Thompson, T. Croteau arrived at 6:23pm.  
Administration Present: J. Lewis, E. Jackson

K. Bazan called the meeting to order at 6:08 pm.

K. Bazan advised this is the final, scheduled budget meeting for the School.

J. Lewis discussed mileage. Explained he would be more comfortable with the Board signing off on his mileage.  
The Board advised they can verify meetings, etc., before signing off.  
E. Jackson will be changing the mileage rate effective 1/1/17; that's when the State is changing it.

K. Bazan advised he had made a request at a previous budget meeting. He had asked how much it would cost to lease computers for teachers.

E. Jackson checked with the Technology people; they have not completed that yet.

E. Jackson advised she is almost 100% complete with expenditures; teachers' salaries and insurance need to be tweaked.

K. Bazan advised he wished V. Carey and M. Duprey were here; wondering what the number is for Preschool.

E. Jackson –Would need a whole other classroom for the waiting list.

K. Bazan explained previously the extra classroom was funded by Medicaid; would that be the case next year?

J. Lewis explained it wouldn't cover it all.

S. Thompson - Do we have the space?

J. Lewis – We could; would need to be creative.

K. Bazan would like to know if the demand is there. Maybe they could do it, not for this budget, but the next. Transportation is a big issue.

E. Jackson feels they also need to look at any Special Services such as Speech and Special Education Services.

K. Bazan feels they need to get kids in now and then they can get them extra help before they get into the older grades.

K. Bazan feels Pre-School works well along with the Adult Learning Center and Head Start.

K. Bazan advised the Board needs to keep this on their radar.

T. Croteau arrived at 6:23pm.

K. Bazan advised he was under the impression that J. Stanway had all the computers on a cycle, that they were being replaced at some point, including teacher's computers. Maybe leasing is the direction to go for the teachers' computers. K. Bazan advised he would entertain getting a figure for this budget cycle. He believes some teachers' computers are 10-12 years old. Feels that is unacceptable.

J. Lewis advised he can get that information back to the Board before the Public Hearing.

K. Bazan advised he has absolutely no idea about the cost.

J. Lewis will check to see if teachers' computers are on the plan and let the Board know at the next meeting.

E. Jackson advised she is still waiting for two figures from Primex so she put in a three percent increase for insurance.

T. Croteau asked to have the budget on the Smart Board for the meetings with the Budget Committee.

Sue Rice, who was the only member of the public present, left the meeting at 6:55 pm. so the Board could discuss Negotiations.

The Board resumed the public meeting at 7:12 pm.

L. Picard asked J. Lewis for a priority list for proposed teacher positions:

J. Lewis advised:

1. Health Teacher
2. Regular Classroom Teacher
3. Adjustment Counselor
4. Language Teacher
5. Tech Director

L. Picard sees the Adjustment Counselor falling into several other places in the School and the community. Feels that is a very important position.

K. Bazan agrees it is an important position not just for the School, but for the Town.

J. Lewis advised he originally came to the Board with the idea of a warrant article for an architect for the third floor. He is thinking now of adding a line item for \$1.00 for an architect and to fund that line through the Building Fund.

L. Picard thinks there are too many warrant articles. Feels that could be an issue.

J. Lewis agreed.

L. Picard thinks if they usually put \$50,000 in the Capital Reserve and need a boiler, would increase it by that amount. She is concerned about having a line item with \$1.00 in it.

J. Lewis will check with Attorney Phillips to see if they could add more to the Capital Reserve.

L. Picard would be more comfortable with that.

E. Jackson advised the big projects that need to be done are from the HVAC system to field work and then paving, bleachers and the boiler.

L. Picard feels maybe they need to allocate a certain amount this year plus \$50,000 and next year, a certain amount plus \$50,000.

E. Jackson – Advised they do not need to put \$1.00 into the budget line. It would go in the MS 27 under Building Improvement.

After discussion, the Board agreed to put a total of \$85,000 into the budget from the Building Improvement Capital Reserve fund.

T. Croteau – Need to add weatherization of the Ford Building to the list.

The Board discussed the trees near the Ford building and what the plan is for them.

E. Jackson confirmed with the Board that \$25,000 to go into the Special Ed Fund will come out of the unreserved fund balance.

K. Bazan wonders if they need a Tuition Warrant Article. It would be a separate fund for out-of-district tuition.  
E. Jackson distributed information on preparing a Tuition Warrant Article and T. Croteau read it to the Board.

The Board discussed the Contingency Fund that would allow the Board to use the funds if there was an emergency. The use of the funds would need to be approved by the DOE.

E. Jackson read information from Barrett Christina regarding the Contingency Fund. He explained they could only use it in an emergency situation or to offset taxes per RSA32:11.

The Board agreed to \$25,000 for the Contingency Fund warrant article.

T. Croteau asked about the bleachers. Advised at a recent event, they were not pulled out all the way.

E. Jackson advised every year there needs to be a bleacher inspection.

T. Croteau – Need to enforce no food or drink in the gym.

E. Jackson – Somebody needs to be there at the door.

T. Croteau – And there needs to be a sign on the door.

E. Jackson advised they have to deal with the issue with boots and street shoes in the gym.

J. Lewis advised the price range for bleachers is \$56,000 to \$100,000; we do need them.

E. Jackson advised after the bleacher inspection, they will see if they need to be repaired or replaced.

E. Jackson contacted Fall Mountain to see who they use.

T. Croteau feels they should find a number, figure out what needs to be done and do it.

Sue Rice asked about the door locks.

J. Lewis advised they are hoping to get a grant from Homeland Security for locks.

**L. Picard MOVED to approve the Accounts Payable Manifest of 12/23/16 in the amount of \$15,897.96; SECONDED by: K. Bazan, VOTED: 5-0 MOTION PASSED.**

E. Jackson advised next week is vacation week. There will be a Payroll Manifest.

L. Picard and S. Thompson will sign it on Wednesday.

J. Lewis has spoken to people about doing busses. They advised him to go with new busses, not used. A seventy-two passenger bus is approximately \$92,000 per bus. We would also need a spare in case one breaks down. With insurance, a driver, maintenance, etc. the cost per bus would be \$124,000 for one year plus a trainer and transportation. The initial investment would be \$595,104, which would be significantly less in year two.

T. Croteau feels a lease for busses would be more of a payment plan; not a traditional lease arrangement.

L. Picard advised this breakdown was exactly what she wanted to see.

E. Jackson advised social security would be an additional \$5,508.

H. Griffus left the meeting at 8:06 pm.

T. Croteau thinks there are a couple of places on Warwick Road where we could put the busses.

E. Jackson and J. Lewis think they could store them here; maybe get a carport.

J. Lewis explained the smaller busses are used, not new. He distributed prices to the Board for review.

K. Bazan thinks they should consider something around a 14 passenger bus for Special Education, sports teams, class trips, etc.

K. Bazan proposed adding another Transportation line for the purchase of a Special Education Bus in the amount of \$50,000.

K. Bazan advised the Budget Committee meetings will not have a two hour limit.

The School Board's Public Hearing will be held at 5:45 pm. on 1/12/17.

**L. Picard MOVED to adjourn the meeting at 8:24pm; SECONDED by: S. Thompson, VOTED: 4-0, MOTION PASSED.**

Respectfully submitted,

Peggy Higgins  
School Board Secretary