

Town of Epping  
Budget Committee Meeting  
October 25, 2017

Call to Order:

The budget committee meeting was called to order at 7:15pm. Pledge of Allegiance was recited by the members followed by a moment of silence for the troops.

Attendance:

Budget Committee Members: Don MacLaren-Chairman, Steve Ozols-Vice Chairman, Jeff Leombruno, Jacklyn Ulban, Heather Clark-School Board Rep., Jen Chapman, Mark Nickerson, Robin O'Day, Adam Munguia-Town Selectman Rep., Cody Belanger and Cynthia Hounam. Michael Charkowski has been excused

Opening Comments:

Don would like to welcome Robin O'Day to the committee and thank Steve for covering last meeting. If there are no objection, we have Bonnie from the School present to go over the year end budget and he would like to move that up.

New Business:

Don asked Bonnie to come up and speak. Bonnie reviewed the unaudited numbers, there were no findings so she does not expect them to change (see attached detail). She said the state changed the name of the Special Ed Aid to Catastrophic Aid fund. Bonnie ask for any questions or comments. Don mentioned the savings in the special ed fund, Heather explained it was due to students that have aged out, graduated or move out of town. Heather said there were @18 students last year and we are down to @9, the normal is usually 11-12. Steve said we are 4 months into the fiscal year and asked if there a risk things could change. Bonnie said there is always a risk, it all depends on the student coming and going and if we have to school them out.

Old Business:

Don said in the last meeting we decided to give the town and school direction on what we are looking for in the budget and to clearly advised us to what is important and what the needs are of the department. He would like to focus on the budget and the money rather than the operation and procedures. If anyone would like to know the operation and procedures to please attend those meetings. The selectman on Mondays and the School meets on 1<sup>st</sup> and 3<sup>rd</sup> Thursday of the months.

Don reviewed and set the dates for the upcoming meetings:

November 8, 2017: Adam will present the town budget. Don requested anyone that has questions please email by Nov. 13<sup>th</sup> so that he can forward them to the selectman so they can be better prepared at the next meeting.

November 15, 2017: Formal review of the town budget

December 6, 2017: School board review

December 13, 2017: Tentative date

December 20, 2017: Water/Sewer review

RSA dates:

January 3, 2017: Warrant/Petition articles

January 10, 2017: Public hearing 6:00

January 11, 2017: Public hearing 6:00

February 6, 2017: Town deliberative session – 7:00 at the town hall

February 7, 2017: School board deliberative session – 7:00 at the town hall

Heather asked if there are any questions for the school to send an email so that we can come prepared on November 6<sup>th</sup>, Don requested send all emails to him and he will forward them.

Don asked for any other questions or comments.

Don asked for a motion to approve the minutes of the September minutes, Jeff motioned to approve, Seconded by Steve. All in favor, one abstain.

Heather motion to adjourn, seconded by Adam.

Meeting adjourned at 7:55.

Respectfully submitted:  
Cynthia Hounam



EPPING SCHOOL DISTRICT  
BUSINESS ADMINISTRATOR'S REPORT  
YEAR END 2016-2017 (UNAUDITED)

Expenses – The expense forecast for 2016-2017 (unaudited) shows a positive balance of \$551,404. The bulk of the savings is the change in personnel and benefits in Regular and Special Education, health insurance was budgeted at a guaranteed maximum of 10.5% and came in at 4.0% for a savings of approximately \$150,000; estimated savings in special education of \$473,617. Fuel Oil was under budget by approximately \$61,000.

This estimate includes the cost of four teachers and one Principal retiring on June 30, 2017, only one teacher was budgeted to retire.

This estimate also includes the following items approved at the April 20, 2017 School Board meeting: \$5,000 for blinds for EES café; \$15,500 for EHS media presentation space; \$10,000 EHS media center furnishings; \$9,673 Handicap access buttons on all three main doors; \$34,586 replacement pick-up truck. Previously items approved by the School Board include \$21,400 for the EES wall & sidewalk; \$49,400 for the HVAC evaluation at EES; \$15,000 PA system at EES; \$16,500 Preschool Floor; \$100,000 Snow load issue at EES; \$8,134 EES freezer; and \$75,000 in paving.

The expense positive balance has gone up by approximately \$283,255 since my report on June 15th due to anticipating each school to spend all their supply monies. We also had over-encumbered for health and dental benefits.

The \$551,404 will be reduced to \$401,404 for the trust funds warrant articles totaling \$150,000 that were voted in during the March vote.

The Revenue forecast is showing a positive \$45,023. This includes \$35,760 more in tuition plus special education services for a student from another District; \$11,895 collected for Chromebooks; \$20,812; Unanticipated Charter School Reimbursement and \$52,095 in Catastrophic Aid more than estimated. Medicaid revenue was \$57,418 less as special education expenses are down.

Respectfully submitted,  
Bonnie Sandstrom