

Budget and Finance Committee Report
October 12, 2017 Meeting
Holbrook School

Committee attendance: David McCluskey Buzz Moore and Jennifer Newcomb. .

Staff: Kelly Theriault, Business Manager; Susan Smith, Superintendent

The meeting was called to order at 5:05 pm.

The Business Manager provided a Food Service update. Staff meeting and equipment assessments have occurred. The oven at Holbrook continues to not work properly (temperature issues and the pilot light). The Holden Elementary School dishwasher is awaiting parts on order. Due to food quality issues, the District is purchasing some products from Dennis Paper and Food Service.

The Superintendent shared information on a used bus purchase as discussed last month. The Transportation Director has located a 2013 International bus for \$40,897.00. A two year lease program with Gorham Savings Bank would cost a total of \$41,696.82. This purchase would keep the district within the budget line of "Purchases of Vehicles". The Superintendent maintains the purchase is necessary due to two buses in our current fleet that are aging out. The B&F Committee will recommend this purchase to the Board at the October meeting.

The vans have been checked for lettering. The Superintendent discussed traffic speeds on Kidder Hill Road in the school zone and will pursue discussions with MDOT and will work to locate used flashing lights for the Holbrook School.

The Superintendent shared a sample ED279 for FY19 and discussed adopted changes to the funding formula. This information will be helpful when FY19 budget building begins.

Financials through the end of September FY18 were reviewed. The Business Manager is currently analyzing budgeted staff to current staff for FY18. This will be on the agenda for the B&F meeting in November.

Grant financials through the end of July FY18 and Hot Lunch financials were reviewed. The Superintendent shared information explaining the grant categories. Hot Lunch financials reflected inventory building.

The next B&F Meeting is scheduled for Thursday, November 16th at 5:00 at Holbrook.

The meeting was adjourned at 6:00 pm.

Submitted by,
Jenn Newcomb, Chair