

**KEENE BOARD OF EDUCATION  
FINANCE COMMITTEE  
Meeting Minutes**

**DATE:** March 2, 2010

**LOCATION:** Large Group Instruction Area, Keene High School, 43 Arch Street, Keene, NH

**CALLED TO ORDER:** 6:22 p.m.

**TIME ADJOURNED:** 7:14 p.m.

**COMMITTEE MEMBERS PRESENT:**

- Mr. Neil Donegan, Chair
- Mrs. Carol Brown
- Mr. Chris Coates
- Mr. Carl Panza

**BOARD MEMBERS PRESENT:**

- Mrs. Kristin Blais
- Mr. Carter Chamberlain
- Mr. Donald Parker
- Ms. Kathleen O'Donnell

**ADMINISTRATORS PRESENT:**

- Mr. William Gurney, Co-Superintendent of Schools
- Mr. John Harper, Business Administrator
- Mr. Tom Remillard, Director of Buildings, Facilities and Ancillary Services
- Mrs. Gwen Mitchell
- Mrs. Patricia Younger

**OTHERS PRESENT:**

- Mrs. Dru Fox, Stenographer
- Ms. Sarah Palermo, Keene Sentinel Reporter
- Members of the Public (approximately 5)

**Mr. Neil Donegan, Chair, called the meeting to order at 6:22 pm.**

**1. Public Input**

Mr. Neil Donegan welcomed public input and said that the committee would not take up the matter of the shared principal until a plan is released from the principals.

Ms. Misty Martinez-Bohannon, 74 Dale Drive spoke against having a shared principal and provided information on her experience and knowledge, as she understands the issue to be. She talked about her daughter's special needs and the effect this might have on her and other children. Ms. Martinez-Bohannon provided a timeline of dates beginning in January that this matter was discussed and the information parents had received. She read the following from the task force study review: "...determining the financial benefits of sharing one principal between two of Keene's smaller elementary schools. Address the variety of issues that would accompany such a decision and determine whether those issues could be managed so that education for Keene Students would not suffer" and then she talked about the shared schools running less efficiently and the need for equity for all of our elementary school students. Ms. Martinez-Bohannon asked the committee and board members to reconsider and study the issue further before implementing.

Ms. Beth Zinn, 242 Church Street and Ms. Becky Russell, 89 Pako Avenue presented the committee with 163 signatures on a petition asking for school equality and to reconsider the decision to share an elementary school principal.

**2. Approval of Minutes of January 2, January 9 and February 2, 2010**

*Mrs. Carol Brown made a motion to approve the minutes of January 2, January 9 and February 2, 2010. Mr. Carl Panza seconded. Vote taken, motion unanimously passes.*

**3. Financial Report**

Mr. John Harper presented a financial report dated March 2, 2010 and spoke to being in excellent fiscal shape with a large projected surplus and only 4 months left to go. He talked about using \$30,000 from the amendment amount based on the transfer from last month, the savings in health insurance costs, out-of-district placements and heating oil. He reports everything has gone in a very positive direction this year and it is still reasonable to project a surplus of close to 2 million dollars. Mr. Harper recommended spending approximately \$500,000 of the surplus dollars this spring on building maintenance projects. He further explained that in previous years one or more areas may present favorably but this year there are several positive areas that they have all come together to create this strong surplus.

Mr. Remillard will present a list of maintenance issues from highest priority to lowest and other options at the next finance committee meeting. Mr. Donegan asked him to clarify how the list will be developed and Mr. Remillard replied the two main areas are the heat situation at the high school and the Alumni Field grandstands. Discussion ensued around writing contracts before June 30, an architectural and structural engineering firm looking into the revitalization of the stands, cost associated with the stands and the issue being more of a rehabilitation and renovation project to keep it esthetically in line with the old baseball stadium which is right next door.

Mr. Donegan asked about the cost to install lights on the field and Mr. Remillard replied the main goal is to make the stands ADA compliant and structurally sound. Discussion ensued pertaining to luxury versus necessity, the bidding process, local vendors and district electricians completing the work. Further discussion on opportunities if there are lights installed on the field, adding night time capacity and increased usage.

Mrs. Kristin Blais added that any projects other than safety issues would be considered by the public to be luxury items and would be very hard to justify in these difficult times.

Mr. John Harper said he will research the idea of taking the income from rentals to go back into the expendable trust fund being proposed on the 2010-11 warrant and said it was worth exploring.

*Mrs. Carol Brown made a motion to approve the financial report as presented. Mr. Chris Coates seconded. Vote taken, motion unanimously passed.*

**4. KMS Road/Sidewalk Improvements Memorandum with City of Keene**

Mr. Neil Donegan reported there are details still being worked on and it will be ready soon. Mr. John Harper said this delay would not hold up any of the building permits.

**5. Acceptance of Gifts (if any)**

Mr. John Harper presented information on the \$850 donation from Mrs. Linda Rajanimi.

*Mr. Chris Coates made a motion to accept the donation of \$850 to benefit the 8<sup>th</sup> grade Washington, D.C. trip with gratitude and thanks. Mr. Carl Panza seconded. Vote taken, motion unanimously passed.*

**6. Budget Transfers**

Mr. John Harper presented information on a budget transfer request from Mr. Chris Carreira to move funds in the amount of \$4,689 from other technical service accounts into equipment accounts to purchase a new ICT server for the district. Discussion ensued.

*Mrs. Carol Brown made a motion to approve the budget transfer request in the amount of \$4,689 for the purchase of a new ICT server for the district. Mr. Carl Panza seconded. Vote taken, motion unanimously passed.*

**7. Other**

Mr. John Harper passed out copies of the Annual Audit dated June 30, 2009.

Mr. Neil Donegan asked who was responsible for the upkeep of the polling places and Mr. Remillard replied it was his understanding the facilities themselves take care of it. Brief discussion ensued.

Mr. Tom Remillard brought up the subject of disposing of the old maintenance vehicles and reallocating the funds back into the maintenance budget to cover the cost of installing the new football field goal posts and a batting cage for girl's softball. Discussion ensued and Mr. Harper explained the unusual situation it presents and suggested that the proceeds from the sales be credited to the revenue budget, thus becoming part of the year-end surplus, part of which the Board would be discussing spending at the April meeting.

Mr. Donegan asked about the women's softball field and its usage and Mr. Remillard explained that JV uses the field as home field and varsity uses it for practices and uses Wheelock Park for home games as that field is lit. He further explained that there are no fees involved as its use is exchanged with the city for their summer program. Discussion ensued.

**Meeting adjourned 7:14 p.m.**

Respectfully submitted,

Dru Fox  
Stenographer