

**Town of Milton**  
**SPECIAL BUDGET COMMITTEE MEETING**  
**December 3, 2020**

**ATTENDANCE:**

**Members:** Humphrey Williams (Chair), Peg Hurd, Lisa Gautreau, Bob Carrier, Claudine Burnham, Larry Brown, Mike Beaulieu

**Absent:** Danielle Marique - Excused

**School Board:** Doug Shute, Peg Hurd, Melissa Brown, Paul Steer, Emily Meehan

**SAU 64 Representatives:** Earl Sussman – Superintendent, Nathan Castle – Business Admin., Jan Radowicz – Nute Middle-High School Principal, John Safina – Nute Elementary Principal, Robert Qua – Special Ed. Director, Bob Adams – Maintenance Director, Timothy Eldridge – Transportation Director, Jen Leavitt – Nute Middle-High Assistant Principal

Humphrey Williams, Chair, opened the session at 6:00PM.

**1.) Pledge of Allegiance:** Humphrey Williams, Chair, led the meeting in the Pledge of Allegiance.

**2.) Roll Call:**

a. Mr. Williams, Chair, led the roll call of members to determine if a quorum was present.  
Humphrey Williams (Chair), Peg Hurd, Lisa Gautreau, Bob Carrier, Claudine Burnham, Mike Beaulieu, Larry Brown: A quorum was present.

b. The School Board opened their meeting with a quorum.

**3.) Question & Answer Session on 2021-2022 School Operating Budget Proposal:**

Mr. Williams explained the meeting focus would be the review of the proposed budget, not for voting on the proposed budget. He also expressed his appreciation for everyone's efforts in their work on the budget and recognized this has been, and continues to be, a very difficult year. He congratulated the team on their ability to put forth a budget that will come in under the default budget.

The default budget is \$11,234,752.13 with the proposed budget at \$11,211,713.64 which is \$23,038.40 under the default. The committees reviewed the proposal by each department.

- I. **Regular Education:** The difference between proposed and default is a decrease of \$9,510.68.  
Discussion: Mr. Williams questioned the line-item contracted services and why the proposed amount did not match the default amount. The SB rep explained this line item is for social services and the amount would be different each year depending on services provided.

Additional discussion on the line item MES Books / Digital Services: It appears that in the current budget there are unspent dollars and the SB rep was asked if these monies were not spent why is there an increase of \$25,000 in the proposed budget? The SB rep explained the process of replacing books. This was a special year with remote teaching ~~had~~ having an impact on monies spent. It is projected that going forward, textbooks will be replaced. There are still associated costs with online textbooks. This is projected as an ongoing cost. The school board is looking to implement a five year rotation to replace books.

- II. **Special Education:** A projected decrease of \$178,551.86.  
Discussion: It is recognized that there is budget volatility with the special education line item.

Services are mandated by state and federal policies and beyond school board control. Milton strives to provide the best services and acknowledges there are always unknown.

- III. **Medicaid Fees:** Minimal changes.
- IV. **Vocational Programs:** Projected increase of \$14,778.06
- V. **Other Instructional Programs:** Minimal increase of \$7,144.97 related to salaries and health insurance.
- VI. **Guidance:** Minimal increase due to small salary increase and related benefits.
- VII. **Nurse:** Minimal increase due to nursing equipment and related furnishings.
- VIII. **Improvement of Instruction:** A projected decrease of \$19,094.47. Tuition and conferences have been reduced.
- IX. **Library:** A minimal decrease mostly due to lower costs for overall supplies and materials. It was noted that all teachers receive \$300 for supplies.
- X. **School Board:** Minimal increase of ~\$50.00.
- XI. **SAU Expense:** The projected increase is \$27,462.74. Mr. Williams questioned if there is currently a pay plan in place? He recommends that long-term, a wage and salary plan be put in place to help manage this line item.
- XII. **Office of Principal:** An increase of \$55,212 is projected. Mr. Williams questioned the huge jump in this department? The School Board Rep explained this is mostly due to a change in insurance plans.
- XIII. **Operation & Maintenance:** A decrease projected at \$15,953.
- XIV. **Transportation:** The increase of ~\$55,000 is mainly due to salary and leases. Mr. Williams again recommended a pay plan be put in place to help manage long-term budgeting. Mr. Carrier expressed his appreciation for all the bus drivers, they are doing the best they can and all have been pushing hard this past year. It should be noted that it is tough to get new drivers. Mr. Williams asked about the increases in Bus Leases. Mr. Castle stated it was for a new bus. Mr. Williams suggested any new bus, truck or van purchases should be a capital improvement program (CIP) line item or warrant article.
- XV. **Special Ed Transportation:** The Default and Proposed Budgets match, but Mr. Carrier asked why there was a \$40K increase. Mr. Castle stated it was for the cost of 3<sup>rd</sup> party transportation van that has the required special equipment that a new Special Education student needs.
- XVI. **Field Trip:** There is no projected change in this department. It is noted that COVID has greatly affected field trips this past year and are hoping to get back to having field trips in 2021.
- XVII. **Technology Services:** The projected increase of \$70,754 is mainly due to software replacements. Per Mr. Castle, currently this is mostly funded through grants that may no longer be available. They are looking to develop a computer replacement plan and also looking to replace the SAU server. Mr. Williams explained that going forward any one-time purchased items should be under capital improvements.
- XVIII. **Support Services:** There is no projected change.
- XIX. **Sale of Bonds & Notes:** Everything is current with no projected change. The Bond has been paid off.
- XX. **Transfer to Food Service:** A minimal increase is projected.
- XXI. **Transfer for Grant Expenditures:** This department area has budgeted for a decrease of \$24,146.
- XXII. **Food Service:** A minimal decrease has been budgeted.

At the conclusion of the budget review, Mr. Williams again expressed his thanks for all involved in this effort. He also explained that there are revenues received that help to offset overall expenses.

Mr. Shute questioned when will the vote occur for this budget? Mr. Williams stated the vote will happen at the next scheduled Budget Committee meeting.

Mr. Carrier had a question regarding currently unfilled positions and is there a plan to fill them? The School Board Rep explained there is a plan in place to fill them. These positions are already funded and in the budget.

**4.) Public Comments or Questions:**

Mr. Brown expressed his thanks and appreciation for all who participated and volunteered at the recent elections.

The School Board adjourned their meeting at 7:55PM.

**5.) Next Scheduled Meeting:**

December 16, 2020

**6.) Adjournment:**

Mr. Williams stated he would entertain a motion to conclude the meeting.

Mr. Brown made the motion to adjourn at 8:03PM. Seconded by Ms. Hurd.

**Respectfully Submitted,**

**Amy Winslow-Weiss, Recording Secretary – Budget Committee**