

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL DISTRICT**

**Budget & Property Committee**

**Wednesday, August 13, 2008**

**SAU Office**

**7:00 PM**

**MINUTES**

**Attendees:** Gail Cromwell, Craig Hicks, Arthur Knight, Marian Alese, Linda Potter, Ray Gorski

**1. Approval of Minutes**

July 16, 2008

Gail Cromwell called the meeting to order at 7:03 p.m. Craig Hicks announced Gail as the new Chair of the Budget & Property committee.

**Craig Hicks moved to accept the minutes of the July 16<sup>th</sup> meeting. Arthur Knight second.** Gail asked what the statement meant in the minutes that said that we get more money from free and reduced meals.

Marian said we get \$2.57 for free and reduced lunch and we charge \$2.50.

**Arthur abstained. All else in favor.**

**2. GBS Energy**

Marian said that information is enclosed in tonight's packet. Phase I is \$44,000, Phase II is an additional \$22,000. We are proposing that we do Phase I at this point. Gail said that this system would be larger than what is in place at TES. It is completely wireless. Gail said that Ray Cote has emailed some security questions that he feels can be resolved.

Gail asked if the TES system is saving us money. Marian said that she has not done comparisons yet but she did know that it saved us time and money in that we did not have to send a person out there.

Gail said that 30 thermostats vs. 43 thermostats are proposed, the handout should be looked at. 85% of the building is covered with 43 thermostats. 35% of the building is captured with 30 thermostats. Gail said the question is what is going to cause a reduction in the heating bill. Ray Gorski said that the scheduling would help cut down by monitoring the system. He said that perimeter heat will be controlled. Craig said if you have a roof top unit can you dial down the system. Ray said that it is an on/off option. He added that reductions in zones, not individual rooms, can be controlled. Ray said the loop is going around but kicks in if you need it.

Marian said that once facilities scheduling takes place we will be able to shut off a wing or given area. Real down time will be seen.

Gail asked if we would have more thermostats than we effectively need with the proposed system.

Ray said that we would get a lot of control with the proposed system. We would be able to shut off the circulator pump and monitor it more closely. What each room is calling for will be captured.

Marian said that she would go after building aid to cover some of the cost.

Craig said that the operating rules of Antrim need to be revisited because he has driven by the gym and the doors are often wide open. Antrim should have to pay something for their usage of the gym.

Bart said that two years from now we will be able to see what it costs to turn the Antrim gym on.

Gail asked what we compare this to. She asked how we evaluate the projected \$43,000 to spending that money elsewhere.

Bart said that you have to look at what the competition is. Energy costs are a concern across the nation. If spending money on this vs. stadium lights, he would choose this. If it is this vs. an academic program, he would choose academics.

Marian said that we were going to attempt each of the buildings remotely. Half of this money is in the budget already.

Arthur Knight said that we are going to spend this energy money anyway. If we can get a payback in five years he is in favor. We really won't be out anything.

Craig said that he knows it will be a fairly short payback. It is also the right thing to do in saving energy.

Gail worried that we are overdoing the cost in terms of getting a wireless system.

There might be a cheaper system elsewhere or we could simply turn the thermostats down.

Bart said that we need to stress that half of this cost is already covered for GBS. It is budget neutral. Marian said that she would not get building aid until the following year.

**Craig Hicks moved to approve this expenditure. Arthur Knight second. Unanimous.**

Marian referenced Phillbrick & Sons Inc. proposal. It would heat hot water 99% efficiently.

Bart asked why we aren't moving to on demand systems. Marian said that the small schools are on demand systems. Ray Gorski said that it is not an on demand system because of the hot water kitchen use at SMS. He said that the water loops at SMS and heats 600 gallons of water continually. Energy usage can be reduced by taking control of the boilers and reset the water temperatures.

Ray said that we looked at all of the boilers at the big schools. The proposal is for four schools. Each school roughs out at \$26,000.00.

Marian suggested that the boiler controls (\$13,000.00) will save us some money. She asked if it was possible to get a quote on a demand hot water heater for SMS.

Ray said that he would ask the question but he thought that this was the best system.

Craig asked if a point of use is appropriate for a kitchen. He said that we might split this building out.

Gail asked if it was worthwhile to convert between oil and propane. Marian said that we are willing to put that one on hold. She said that we would like boiler controls. Craig said that SMS is \$58,000 to do the controls and the hot water heater. He said the main objective is to do something with the hot water heater and the way it is controlled. Gail asked if we could put on a pre-heater. It comes out of the pipes at 45/50 degrees. She suggested solar. Marian said that she did not feel that solar was feasible.

Craig asked how many bathrooms we have in the SMS/SAU facility. Linda Potter said that we have 13 bathrooms.

Craig asked if we thought about a hybrid and looked at point of use in each of the bathrooms. We could deal with the kitchen water separately. Domestic water in each bathroom would be point of use. Linda said that bathroom counts are one thing, sinks are another.

Craig said that the proposal might be the best for this building.

Marian said that the GBS Energy Management System, boiler estimate is \$102,000; \$98,000 is in the budget. We would obviously cut back on other maintenance items. It would be budget neutral. We were able to get a lot done this past year and some of the estimates came in higher than actual.

Gail said that approximately \$45,000 and \$13,000 totaling up to \$58,450 is proposed on a new hot water system for SMS.

**Craig Hicks moved to approve the cost of up to \$58,450 on hot water heater for SMS. Arthur Knight second. Unanimous.**

Marian said that a Food Service van was in an accident. The vehicle was totaled. We have a maintenance van that is on its way out. We need \$30,000 for two vehicles. This money is not in the maintenance budget. We are asking to use some of the delta in the health insurance line. Gail asked if we normally approved things like this. Arthur asked about the van on its way out. Ray Gorski said that the motor is dead. It is now gone. It was a 1990-1995 with over 200,000 miles on it.

Arthur said that we need to look at all avenues for donations/surplus.

Marian said that if we needed to purchase outright it would cost \$30,000.

She said that the plan was to get two for the lunch ladies and the maintenance would take the old one.

Arthur said that he has seen logos on vehicles recognizing the donation of those that did so. Marian said that what she needs is a recommendation to transfer some of the health insurance delta for this purchase.

**Craig Hicks moved to accept making this recommendation to the Board.**

**Arthur Knight second.**

Craig asked what Marian thought was smarter, to lease or purchase. Marian said that leasing is not an option right now. Craig asked if the food service can pay for anything here. Marian said that they could not.

**Unanimous.**

#### Food Service Discussion –

Gail discovered that there is concern that people who eat aren't happy with the food choices in the schools. She said there is waste. She asked how much we subsidize the food service program. She asked how often we get bids on these food items. Gail referenced the income/expense sheet for the Food Service Program. She said that \$123,000 is transferred from the general fund and asked what it was. Marian said that since food service began, the general fund has always paid health and dental benefits. For years, food service was able to pay NH Retirement and FICA besides salaries. In recent years, they are not able to pay these. The \$123,000 transfer helps show that Food Service paid NH Retirement, FICA, and dental. If you add health insurance, it is higher. We have lunch ladies whose benefit package is higher than their salaries. Marian said that they have been expected to pay vehicle and other costs. In the past several years, \$43,000 in these costs has occurred. Donna Reynolds and Marian will be meeting to look at participation rate. It used to be higher than it is.

Marian said that Food Service has redesigned what is taking place at the high school. She said that she will look at this closely in the upcoming year.

Gail said that in terms of budget costs, \$123,000 plus fuel and mileage.

Craig said that he suspected that the costs on several items are higher than what is listed. Marian said that the program needs a hard look. She suggested to Food Service that we need to think about what we are going to do for benefits. We are one of the few districts that offer benefits to food service. She said that we need to embrace this, if this is what we want to do, and not be ashamed of it. Gail said we need to know the true actual costs of the program are. Marian suspected that the cost is closer to 2 million dollars.

Marian said that she has learned that we have the ability to put students on administrative free and reduced lunch. We can place students on it.

Arthur asked the benefit of this. He asked how if we knew that a child qualified for this, that we could put them on FRL without asking a parent. Marian said that it is for a limited time. She said that we have a lot of work to do.

Craig said we have a state of the art kitchen at ConVal that is losing a lot of money. Marian said that Donna tracks everything.

Craig said that we might want to sub ConVal out. Marian said that in Goffstown, they were losing money every year. They started with a survey of the kids and went through several things. Outside vendors came in on several days. It was turned around in several years. She said that Merrimack High School had a Taco Bell unit run by the students. It had the longest lines.

Marian said that we have to do something about the elementary schools.

Craig suggested that the ConVal School Store become a restaurant and the café be divided out into several restaurants.

Linda said that teachers are spending money out of their own pocket to feed kids.

Marian said that the high school had a baker. We aren't going to do that anymore because we are not upscale.

Craig said that this could have a quick turnaround if we think differently and run it more as a business. This would be a very good subcommittee to explore alternatives.

Marian said that before we do that, she would like the opportunity to talk to the food service program first. Craig said that they will still have a job.

Marian said that Donna and she will meet. She asked that this not be brought up until the second meeting in September.

Craig asked why we don't charge more for lunch. Marian said that we raised them several years ago. Craig said if the assumption is that the reduced prices are increasing he did not know why we were walking away from potential.

Craig said that the base price could be what the government gives us at the middle and high schools.

Marian suggested that before we raise prices, that we take a look at costs. We can look at that and decide what is realistic. She would like to come back with a thought out recommendation. Craig asked that she come back with costs first.

Craig said that the government is giving us \$2.10 against the \$2.57. We are giving up .40 cents. We should try to get everything that we can from the government.

Adjusting the prices gets us there.

Marian said that she would like to ask the Marketing class to conduct a survey to find out what is taking place.

Craig asked that we revisit what the kids want.

Gail suggested that prices should be increased in September. Marian said that she will see if the letters have already gone out. Marian will provide a detailed Food Service report.

#### Bus Routes –

Marian said a lot of time has been spent looking at bus routes. She said that there is a process now in place to move a bus stop. Our policy says that you have to live at least one mile from a bus stop to establish another. She said that in Temple, we can save 1,600 miles. The late buses were making more stops than contracted.

Prescott Hill will pick up at one stop. Downtown Peterborough, Old St., Grove St. will experience changes. Marian said that evaluations will continue.

Arthur said that if we are changing bus routes, education to the parents should be communicated.

#### Debt Service Schedule-

Marian said that what was in the annual report is close to the balances (Trust Fund Balances).

**Arthur motioned to adjourn at 8:37 p.m. Craig Hicks second. Unanimous.**

Respectfully submitted,

Brenda Marschok