

**Rochester School Board**  
**Finance Committee Minutes**  
December 3, 2020  
6:00 PM

**DRAFT**

**Members Present Remotely:**

Mr. Paul Lynch, Chair  
Mr. Matthew Beaulieu, Vice-Chair  
Mr. David Camire  
Mr. Matthew Munn  
Mr. Brian Nicholson  
Mrs. Karen Stokes

**Members Absent:**

Mrs. Audrey Stevens

**Also Present Remotely:**

Mr. Kyle Repucci  
Mrs. Sandi MacDonald  
Mrs. Linda Bartlett  
Mrs. Christiane Allison  
Mrs. Sarah Harrington  
Mr. Robert Watson  
Mr. David Totty  
Guests

Mr. Lynch called the meeting to order at 6:32 p.m. on a roll call with a quorum present.

Mr. Munn moved, second by Mr. Camire, to approve the minutes of the November 5, 2020 meeting as written. The motion carried unanimously on a roll call vote.

*Financial Update*

Mrs. Bartlett, Business Administrator, informed the Committee that a budget freeze was put into place this week due to additional expenses that were not in the budget. The food service deficit is projected to be approximately \$700,000. We continue to pay staff and have only a small amount of students in the schools. The revenues are not covering deficit. Karan Pflingst, Lunch Director, is doing a great job. Mrs. Bartlett met with our Medicaid Coordinator and we are going to have a \$300,000 deficit in revenues. The good news is we received \$812,000 for the PPE we purchased for students and staff. We were also able to purchase chrome books and leave the operating budget with funds to cover the custodian positions that were increased from half-time to full-time. We hope to receive another round of funding but we won't know until next week. The \$812,000 must be spent before December 30<sup>th</sup>. If we continue purchasing PPE for our staff and students that will be a lapse. Special Education costs are in line and there are funds available for the rest of the year. Compensatory services have had no impact to the budget as they have been performed by our staff. We will know how many retirements to expect at the end of the school year by February 1<sup>st</sup>. Last year we spent \$800,000. Discussion ensued regarding the food service deficit and Mr. Beaulieu asked Mrs. Bartlett to chart out the food service funding and present it at the January Finance Committee meeting.

Mrs. Stokes questioned compensatory services. Mrs. Allison, Student Services Coordinator, stated that we were able to provide what parents and students needed with our staff on site and these services were tracked for the state. Mrs. Stokes and Mr. Lynch commended the staff.

*Financial Items from Personnel Committee - None*

*Financial Items from Building Committee*

Mr. Beaulieu moved, second by Mr. Munn, to recommend the Board approve Academy Roofing Corporation of Rindge, NH in the amount of \$99,750 for the Kindergarten Roof Project bid. The motion passed unanimously on a roll call vote.

Mr. Beaulieu moved, second by Mrs. Stokes, to recommend the Board approve Epoxy Floors North of Portland, ME in the amount of \$9,995 for the Chamberlain Street School bathroom project. The motion passed unanimously on a roll call vote.

*Five-Year Plan - No action required.*

*Public Comment - None*

*Other - None*

Mr. Beaulieu moved, second by Mr. Munn, to adjourn. On a unanimous vote, the Committee adjourned at 6:53 pm.

Respectfully Submitted,

Mr. Paul Lynch, Chair