

**Rochester School Board  
Finance Committee Minutes  
School Department Board Room  
March 7, 2019  
6:00 PM**

**DRAFT**

**Members Present:**

Mr. Paul Lynch, Chair  
Mr. Matthew Pappas, Vice-Chair  
Ms. Julie Brown  
Mrs. Sarah Harrington  
Mrs. Audrey Stevens  
Mr. Robert Watson

**Members Absent:**

Mr. Matthew Beaulieu  
Mrs. Amy Malone  
Mrs. Karen Stokes  
Mr. Joseph Devine

**Also Present:**

Mr. Michael Hopkins  
Mrs. Linda Bartlett  
Mr. David Totty  
Guests

Mr. Lynch called the meeting to order at 7:00 pm with a quorum present.

Ms. Brown moved, second by Mrs. Stevens, to approve the minutes of the February 7, 2019 meeting as written. The motion carried unanimously.

*Financial Update*

Mrs. Bartlett, Business Administrator, informed the Committee that we have a surplus of \$500,000. That is why the Building projects have been brought forward. We are seeing a much larger deficit in Food Service than we have in the past. Karan Pfingst, Chartwells' Food Service Director, is working hard to get kids involved in the lunch program, doing raffles, etc. If we have a deficit, Chartwells will cover some of that deficit. Last year we had a \$78,000 deficit. If things continue as they are going, we may be looking at a \$178,000 deficit. Discussion ensued.

Mr. Lynch moved, second by Ms. Brown, to the Board for first reading of the FY 2020 Proposed Budget in the amount \$64,981,084. The motion carried unanimously.

Mr. Lynch moved, second by Mr. Pappas, to recommend to the Board for first reading of the FY 2020 Special Grants Appropriation budget in the amount of \$3,430,000. The motion carried unanimously.

Mr. Lynch moved, second by Mrs. Stevens, to recommend to the Board for first reading of the FY 2020 Food Service Budget in the amount of \$1,900,000. The motion carried unanimously.

*Financial Items from Special Services Committee*

Mr. Pappas moved, second by Mrs. Stevens, to recommend the Board approve Wentworth Douglass Hospital bid for Athletic Trainer Services in the amount of \$0. The motion carried unanimously.

*Financial Items from Personnel Committee*

No action required.

*Financial Items from Building Committee*

Mrs. Stevens moved, second by Ms. Brown, to recommend the Board to approve Granite State Analytical for the state required lead testing in the amount of \$10,794.00. The motion carried unanimously.

Mrs. Harrington moved, second by Mrs. Stevens, recommend to the Board approve the Affinity Lighting Design Change Order Request in the amount of \$20,167.50. The motion carried unanimously.

Ms. Brown moved, second by Mrs. Stevens, recommend to the Board approve the purchase of the four pieces of kitchen equipment in the amount of \$58,771.92. The motion carried unanimously.

Mrs. Stevens moved, second by Mr. Pappas, to recommend the Board approve the purchase of Building Intercoms for Chamberlain Street School, School Street School and William Allen School for a total of \$43,733. The motion carried unanimously.

*5 Year Strategic Plan Update*

Mr. Hopkins reviewed the Financial Objective (Finance Committee) Action Steps. Please see attached.

*Public Comment*

*Other*

Mrs. Stevens moved, second by Ms. Brown to adjourn the meeting at 7:10 p.m. The motion carried unanimously.

Respectfully Submitted,

Mr. Paul Lynch, Committee Chair