

**TOWN OF HOPKINTON**  
**Budget Committee Meeting**  
**Wednesday, January 13, 2021, at 5:30 p.m.**  
**Remote Meeting**  
**\*Approved\***

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Mark Zankel called the Budget Committee Remote Meeting to order at 5:30 p.m. Mr. Zankel read the Right-to-Know Law remote meeting checklist as follows:

As Chair of the Hopkinton Select Board, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12, pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

**a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means.**

We are utilizing the Zoom platform for this electronic meeting. All members of the committee have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone number 1-646-558-8656 and meeting ID: 892 1128 8232, or by clicking on the following website address: <http://zoom.us/j/89211288232>.

**b) Providing public notice of the necessary information for accessing the meeting.**

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on Town of Hopkinton's website: [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov) and on the Town of Hopkinton's Facebook page.

**c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.**

If anyone has a problem, call (603) 746-8242 or email: [townadmin@hopkinton-nh.gov](mailto:townadmin@hopkinton-nh.gov).

**d) Adjourning the meeting if the public is unable to access the meeting.**

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote. Let us start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know Law.

This meeting is being recorded and will be available to watch later. The link will be available on the Town Website [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov).

All supporting information referred to in these minutes can be found at the following link <https://www.hopkinton-nh.gov/budget-committee/agenda/agenda-supporting-documents>.

Mark Zankel began the meeting with roll call attendance.

<b>Committee Member</b>	<b>Attendance Anyone Else in the room</b>	<b>Committee Member</b>	<b>Attendance Anyone Else in the room</b>
Don Houston	Present - Alone	Thomas Lipoma	Present - Alone
Janet Krzyzaniak	Present - Alone	Ken Traum	Present - Alone
Ginni Haines	Present - Alone	Steven Reddy	Present - Alone
Norm Goupil	Present - Alone	Rick Houston	Present – with Edith Houston
Jonathan Cohen	Present - Alone	Mark Zankel	Present - Alone

There were 10 Budget Committee Members present at the beginning of the meeting.

**Members of the School Board present** – Steve Chamberlin, District Superintendent; Michelle Clark, District Business Administrator.

Ginni Haines led the Pledge of Allegiance.

**APPROVAL OF WEDNESDAY, DECEMBER 9, 2020, DRAFT MINUTES**

Ken Traum motioned to approve the December 9, 2020, Draft Meeting Minutes. Jonathan Cohen seconded the motion. Mr. Zankel asked for any clarifications, corrections, or discussion. There being none, a roll call vote was taken to approve the December 9, 2020, minutes with the correction addressed:

<b>Committee Member</b>	<b>Vote</b>	<b>Committee Member</b>	<b>Vote</b>
Don Houston	Approved	Thomas Lipoma	Approved
Janet Krzyzaniak	Approved	Ken Traum	Approved
Ginni Haines	Approved	Steve Reddy	Approved
Norm Goupil	Approved	Rich Houston	Approved
Jonathan Cohen	Approved	Mark Zankel	Approved

The vote passed – 10-0.

**HOPKINTON SCHOOL DISTRICT FINANCIALS UPDATE – NORM GOUPIL**

Norm Goupil gave an update on the School District’s Remote Learning and Facilities Project. He announced that \$62,000 back from the grant for fire suppression and that will be added on to the project. They are now looking at add-outs for the building project that will be used in each location.

Mr. Goupil shared Michelle Clark’s November 2020 Financial Statement and reported that they may have some changes soon that could reduce revenues due to remote learning and/or sports. Also, they have reclassified some expenses originally recorded in technology and/or facilities to the various grants received from the State for COVID related expenses. Because they are in a remote learning setting, they believe meal counts will be reduced for the next month and that will affect food service revenue. Mr. Goupil also reported on the audit information, from last year, that is included in the packet of information.

**NORM GOUPIL PRESENTED THE JANUARY 13, 2021, PROPOSED HOPKINTON SCHOOL DISTRICT FY22 BUDGET**

- The 2020-2021 Theme is Gratitude
- Plan for January 13, 2021
  - Presentation of the FY22 Budget Process
  - Budget Drivers
  - Walk Through Warrant
  - Cost Per Student Stat
  - Supplemental Materials

**JANUARY 13, 2021, PROPOSED HOPKINTON SCHOOL DISTRICT FY22 BUDGET, continued**

- Plan for January 20, 2021
  - Answer Questions
  - Provide Requested Documentation
  - Unpack the HEA Tentative Agreement
  - Walk through the Budget Bulletin
  
- Plan for January 27, 2021
  - Answer questions
  - Provide requested documentation
  
- School Board Budget Process
  - December 3, 2020 – Presentation of the Superintendent’s Operational Budget
  - December 10, 2020 – CIP, Revenues, Trusts
  - December 17, 2020 – A look at: 3% Tax Rate Increase, 4% Tax Rate Increase, 5% Tax Rate Increase
  - December 22, 2020 – Tax Rate Scenarios – Moving the levers.
  - January 7, 2021 HSB Budget – School Board Budget
  - January 13, 2021 – Presentation of the School Board’s Budget/Warrant
  - January 20, 2021 – Deeper look at FY21 Budget, HEA Contract, Q & A
  - January 27, 2021 – Q & A continued
  - February 10, 2021 – Public Hearing on all Budgets
  - March 20, 2021 – Annual Meeting
  
- FY22 Budget Drivers
  - Facility Project Bond
  - Retirement
  
- Budget Driver #1: Facility Project
  - Facility Project Bond
    - First Bond – 100%
    - Second Bond – First Portion
    - Increase \$287,045
    - Total \$ 414,545
  
- Budget Driver #2: Retirement
  - Retirement
    - State Contribution: \$0
    - Employee/Teacher Contribution: 7%
    - Employer Contribution:
      - 14.06%/21.02%
      - Increase: \$247K
    - Total: \$1.7M
  
- March 20 Warrant
  - Article I – Report of Agents...
  - Article II – Budget
  - Article III/IV – HEA
  - Article V – Increase Tax Rate Stabilization Fund
  - Article VI – Utilize Interest from Bond

**JANUARY 13, 2021, PROPOSED HOPKINTON SCHOOL DISTRICT FY22 BUDGET, continued**

- March 20 Warrant, continued
  - Article VII – Establish/Fund Technology Trust Fund
  - Article VIII – HSD Building Repair and Maintenance Fund
  - Article IX – Transact any other business
  
- Hopkinton School Board FY22
  - Article II/Total General Fund: \$21,732,059
  - Increase: \$795,767 (3.8%)
  
- Hopkinton School Board FY22 Operating Budget Increases
  - Required Increases
    - NH Retirement: \$246K
    - Bond: \$287,045
    - PPE: \$25K
    - Instructional Assistant: \$37K
    - Out of District Tuition: \$114K
      - Total: \$709,045
  - Necessary Increases
    - Transportation: \$86K
    - Third Grade Teacher: \$89K
    - Numeracy Assistant: \$43K
      - Total: \$218,000
  - GRAND TOTAL: \$927,045
  
- Hopkinton School Board FY22 Revenue
  - Revenue Deficit of \$212,523.55
    - Food Service Transfers: \$150K
    - Student Activities: \$20K
    - Special Ed Aide: \$40K
    - Adequacy: 97.5%
    - Less Transfer Trusts: \$125K
    - Fund Balance: Inc. \$150K
      - Year End Projection: \$542K
    - Inc. Tax Rate Stabilization: \$250K
      - ~\$150K Remaining
  
- Article III/IV: HEA Contract
  - One year Contract
  - \$241,331 Increase
  - More Information and FAQ's Next week
  
- Article V: Inc Tax Rate Stabilization Fund
  - From 2.5% to fullest amount allowed to by law – 5%
  - Similar to the ability of Town of Hopkinton
  
- Article VI: Interest on the Bond
  - Provide authorization to use interest from the bond for the project – up to \$10,000

## **JANUARY 13, 2021, PROPOSED HOPKINTON SCHOOL DISTRICT FY22 BUDGET, continued**

- Article VII: Technology Trust
  - Build up funds to replace Chromebooks
  - Purchase necessary equipment
  - \$25K this year from fund balance (grants)
- Article VIII: School District Repair and Maintenance Fund
  - Established in 1993 (2008 Board became agents to expend, changed name to include District/SAU Building 2019): For the repair, renovation, and related services at the Hopkinton High School, Maple Street School, Harold Martin School, and the SAU Building.
    - FY21
      - Planned \$205K of expenses
      - Planned to have not less than \$132K at end of FY21
    - FY22
      - Planned \$281K (including AC Coolant (R22) of expenses
      - FY22 Contribution: \$150K
    - Remaining at end of FY 22: \$1,400
- Hopkinton School Board March 20 Warrant Tax Impact
  - Total Assessment:
    - \$1,282,780.55
  - Tax Bill estimated increase:
    - \$1.65/\$1,000
- High Performance – Average Cost
  - Hopkinton is 24/52 out of similar school districts in cost/student

## **QUESTIONS FROM THE BUDGET COMMITTEE MEMBERS**

Steve Chamberlin answered questions posed by the Budget Committee Members:

- Waiting to hear from the State regarding the stimulus money that may be coming for education.
- The fund balance is an operating surplus that some portion of which is carried forward as revenue in the following year's budget.
- This year has the largest increase for the bond expenditure, because it includes a full year of bond principal and interest payments and the first half of next year.
  - Michelle Clark explained FY21/22 will be about \$120,000 in interest for that bond. The following year it will be just under \$347,000. This is based on a 2.25% interest rate. The bond run won't be until July and the interest rate could be lower.
- The 15% retirement increase is not only state cost downshifting but also less teachers paying in and less interest. By law, the employer's share must be readjusted every 2 years as an actuarial change.
- A slide will be prepared that will explain cost savings from being remote and how it ties into the budget.
- A full-time Numeracy Assistant will be added, due to the pandemic and to support students falling behind in math.
- Adequacy aid is based on a head count, differentiated aid is based on classification. These variables go into the prediction of the adequacy projection budgeted. The State gives the districts a minimum amount to budget. This year 97.5% is budgeted. Each 1% increase in the amount budgeted would yield approximately \$24,810 in revenue. There is an LSR, due to the pandemic, to set adequacy at last year's amount of 97.5%.
- The 3.8% increase is just the expense side.

**STEVE CHAMBERLIN EXPLAINED THE DOCUMENTS FOUND AT:**

<https://drive.google.com/drive/folders/1VhWzYgtSpDgButWiPhahkHaa5ZTpbkyB>

The first document includes the FY21/22 Estimated Expenses and the three years (FY18/19, FY19/20, FY20/21) of actual expenses, broken down into areas to explain the expenses in detail by area.

The second document includes the FY21/22 Estimated Revenues and the previous three years of actual revenue. It also includes the Total Estimated Tax Rate Impact. Mr. Chamberlin explained that \$1.65/\$1,000 covers the entire warrant costs. The third and fourth documents include the following information:

	\$ Change	% Change
<b>Total 2020-2021 Operational Budget and Teamsters Article</b>		<b>\$20,936,292</b>
<b>MAJOR INCREASES</b>		
• Bond Payment	\$287,045	225.13%
• NH Retirement	\$246,881	16.94%
• Contracted Services	\$228,102	83.14%
• Out of District Tuition	\$ 85,675	17.21%
• Specialized Student Transportation	\$ 62,496	20.67%
• Vocational Tuition	\$ 28,771	70.73%
• Health Insurance	\$ 27,819	1.04%
• Transportation Contracts	\$ 23,729	3.81%
• Supplies – (Due to PPE of \$25,000)	\$ 22,365	9.94%
• Electricity, Fuel, Propane, and Gasoline/Diesel	\$ 17,847	7.25%
• Workers Compensation	\$ 6,264	10.98%
• Periodicals, Books, Information Access Fees, etc.	\$ 4,163	2.35%
• Miscellaneous, immaterial	\$ 35	
<b>Total Major Increases</b>		<b>\$ 1,041,192</b>
<b>MAJOR DECREASES</b>		
• Salaries	(\$175,706)	-1.65%
• FICA	(\$ 12,985)	-1.60%
• Telephone	(\$ 10,050)	-38.01%
• Equipment	(\$ 46,684)	-15.22%
<b>Total Major Decreases</b>		<b>(\$ 245,425)</b>
<b>Total Proposed 2021-2022 Operational Budget</b>		<b>\$21,732,059</b>

Michelle Clark explained that the increase in the fuel reflects the added area at Harold Martin and the fact that these expenses are contracted out in a three year, locked into, contract.

	\$ Change	% Change
<b>Total 2020-2021 REVENUE</b>		<b>\$ 6,617,050</b>
<b>MAJOR INCREASES: 2021-2022</b>		
• Article X – Fund Balance	\$250,000	250.00%
• Fund Balance	\$150,000	38.17%
• Food Service	\$150,000	41.10%
• State Property Tax	\$ 55,159	4.00%
• Special Education Aid	\$ 40,000	22.62%
• Student Activity Fees	\$ 20,000	100.00%
<b>Total Major Increases</b>		<b>\$ 665,159</b>

**STEVE CHAMBERLIN EXPLAINED THE DOCUMENTS, continued**

**MAJOR DECREASES: 2021-2022**

- State Adequacy Aid: Adequacy Grant (\$860,183) -26.23%
  - Refund from Healthtrust (\$100,000) -100.00%
  - Maintenance Trust (\$ 42,500) -100.00%
- Total Major Decreases (\$ 1,002,683)**

**Total Proposed 2021-2022 REVENUE**

**6,279,526**

Documents five through eight include the Programmatic Budget broken down to explain each area and the Recommended 2021-2022 Budget Reports (No Staff) for Harold Martin, Maple Street, Hopkinton Middle/High School, and the SAU. These documents can be found at the link listed on the previous page.

**Rob Nadeau** joined the meeting to explain the following document: The Red are expenses out of the School District’s control; the green represents the increase in the Operating Budget. Blue indicates the proposed tax increase.

Hopkinton School District SAU66  
Budget Snapshot

Original Operating Budget Increase: 20/21 to 21/22: \$21,133,292 to \$22,190,890 ( 5%)					
Major Expense Drivers			Major Revenue Drivers		
Expense	Cost	% Increase	Revenue Gap	Cost	% Increase
NH Retirement	\$ 247 K	1.17%	State Adequacy	(\$393 K)	1.86%
Building Bond	\$ 287 K	1.36%			
Out District Tuition	\$ 114 K	0.54%		(\$212,523.55)	
Transportation	\$ 86 K	0.41%			
	\$734 K	3.48%			
PPE	\$ 100 K	0.47%			
3rd Grade Teacher	\$ 89 K	0.42%			
** 2 IA's	\$74 K	0.35%			
Numeracy Asst	\$ 43 K	0.20%			
	\$206 K	0.97%			
Expense Total : 4.92 %			Revenue Total: 1.86%		
Expense & Revenue: 6.78 %					
Actions Taken			Warrant Articles		
Expense Reductions			Revenue Additions		
Maintenance Trust	\$50K		Fund Balance	\$50 K	Article III: HEA CBA \$241,331
PPE	\$75K		Article X	\$50 K	Article VII: Technology Trust \$25,000
IA: Secondary	\$36,827		Athletic Fees	\$20 K	Article VIII: Maintenance Trust \$150,000
Curriculum	\$13,968		Special Ed Aide	\$40 K	
Total Budget	\$21,732,059				
TAX Rate / 1000	Increase per 1000	% Budget Increase	% Bond Increase	% Warrant Articles	Total Increase
\$22.08	\$1.65	3.98%	2.59%	1.51%	8.08%
\$100,000 Assessed Value	\$165.25				
\$200,000 Assessed Value	\$330.49				
\$300,000 Assessed Value	\$495.74				

**Norm Goupil and Steve Chamberlin** answered some questions asked by the Budget Committee:

- The Budget Expense Increase is 3.98%. When you add the Bond Increase, with the Warrant Articles the Total Tax Increase will be 8.08%.

**Norm Goupil and Steve Chamberlin** answered some questions asked by the Budget Committee, continued:

- The breakdown of the Warrant Articles (1.51%) is \$0.31 for the Teachers, \$0.19 for the Maintenance Trust, \$0.03 Technical Trust. At the next meeting, there will be a dollar amount correlation below the percentage in the blue section.
- The only change in staffing in this budget will be full-time positions of – one third grade teacher, one Instructional Assistant at the high school, and one Numeracy Assistant that is a shared position between Harold Martin and Maple Street.
- The Teachers’ Contract will be discussed in further detail at the next meeting.
- Where possible, any established fund will include the balance that left in the fund.

Steve Chamberlin shared the following slide as a history of the fund balance and projected tax impact.

CHRONOLOGY OF HOPKINTON SCHOOL DISTRICT FUND BALANCE AND PROJECTED TAX RATE IMPACT		
TAX YEAR	SCHOOL DISTRICT FUND BALANCE	POTENTIAL IMPACT OF BALANCE RETURNED TO THE TOWN TO THE TOWN TAX RATE
2013	\$328,909	-\$ .45 per Thousand
2014	\$368,608	-\$ .61 per Thousand
2015	\$470,375	-\$ .78 per Thousand
2016	\$486,087	-\$ .79 per Thousand
2017	\$561,126	-\$ .91 per Thousand
2018	\$526,127	-\$ .85 per Thousand
2019	\$464,635	-\$ .60 per Thousand
2020	\$392,966	-\$ .50 per Thousand

**Steve Chamberlin** explained where the \$392,966 of the School District’s Fund Balance came from with the most recent Audit. He reminded the Budget Committee that the School District begins their budget process in October of the current year, but they don’t expend it until the June of the following year.

The strong financial performance of the District as a whole is reflected in its governmental funds as well. As the District completed the year, its general fund reported a combined fund balance of \$1,666,633, an increase from last year’s ending fund balance of \$1,320,451. In early August, the budget was frozen to ensure the fund balance indicated during the 2020-21 budget process is achieved. In addition, during the fiscal year, the District dealt with the impact of the Global pandemic, which caused the schools to close 3.5 months. The pandemic positively affected the fund balance as of June 30, 2020. The School Board set aside funds for purchases necessary for following year to accommodate education during a pandemic and building need. The District’s sound fiscal management policies and procedures have historically resulted in positive general fund balance to ultimately offset taxes. Other factors contributing to this positive fund balance include items, which must be budgeted for but may or not be expended. The appropriate breakdowns of the 2019-2020 general fund savings are as follows:

Personnel (Salaries)	\$ 284,716
Personnel (Benefits)	240,481
Early retirement, course reimbursements & professional development activities (contractual agreements)	155,025
Revenue received above anticipated	145,505
Supplies, information access fees, books, etc.	103,440
Dues and fees, etc.	34,481
Repair and Maintenance	15,517
Contingency Article	11,687
Transportation, telephone, postage, printing, etc.	11,260
Overspent in contracted services and equipment lines	(155,561)
Decrease in Committed Fund Balance	55,562
Decrease in Prepaid Expense	14,017
Transfer to Article X funds per 2013 WA#10	(238,521)
Reserve for technology needs as approved at July 23, 2020 School Board Meeting	(171,087)
Reserve for Hopkinton Middle High School bleacher repair and refurbish as well as Harold Martin School Cathodic replacement of underground storage tank as approved at July 23, 2020 School Board Meeting	(53,556)
Reserve for student learning needs per June 25, 2020 School Board Meeting	(40,000)
Reserve to replace hot water heater #2 at Hopkinton Middle High School as approved at June 25, 2020 School Board Meeting	(20,000)
<b>General Fund Balance Returned to Town</b>	<b>\$392,966</b>



Steve Chamberlin explained the last slide:

- This is where Hopkinton School District compares with other K-12 Districts, as of January 2021, that includes cost spent per student.
- This slide does not include bonding, financing, or transportation.
- This slide is missing headings for the costs, that will be included for the next meeting: the first column is for the elementary school, the second is for middle school, the third is for the high school, the fourth is for the district:

Sunapee	24,140.72	30,582.79	27,533.84	26,918.95
Lincoln-Woodstock Coop	27,918.15	25,420.90	26,620.17	26,874.01
Moultonborough	27,712.58	22,978.77	26,120.96	25,824.22
Lebanon	26,154.26	20,863.71	20,838.71	22,594.37
Hinsdale	19,624.23	22,609.94	25,397.88	21,791.39
Kearsarge Regional	19,981.12	21,669.87	21,924.65	20,966.54
Littleton	20,557.52	14,141.43	22,927.54	20,251.79
Contoocook Valley	22,336.20	18,942.28	19,037.48	20,171.35
Conway	21,113.44	19,535.00	18,462.83	19,723.47
Hillsboro-Deering Coop	20,098.63	17,164.19	21,039.75	19,636.08
Gilford	19,634.98	18,501.21	19,828.15	19,382.18
Portsmouth	20,159.43	20,089.14	18,058.61	19,236.41
Sanborn Regional	20,412.61	18,398.17	17,993.68	19,016.47
Epping	16,638.77	19,561.66	22,258.17	18,721.84
Wilton-Lyndeboro Cooperative	18,100.81	20,936.58	18,070.32	18,678.08
Gov Wentworth Regional	18,862.36	19,424.44	17,674.62	18,542.00
Gorham Randolph Shelburne Coop	18,091.68	17,680.68	19,192.30	18,366.22
Haverhill Cooperative	17,966.21	17,982.52	19,167.31	18,356.54
Newport	18,467.69	17,353.06	18,694.26	18,282.54
Monadnock Regional	18,467.13	17,312.51	18,184.03	18,224.88
Oyster River Cooperative	18,390.08	18,166.86	18,130.24	18,223.61
Timberlane Regional	18,162.46	17,436.79	18,590.63	18,120.83
Lisbon Regional	15,826.00	19,142.30	20,929.26	17,876.54
Hopkinton	18,391.22	16,726.60	17,597.38	17,859.33
Milton	17,124.20	16,501.59	20,495.49	17,835.79
Londonderry	18,621.15	16,664.11	16,941.01	17,566.86
Winnisquam Regional	17,688.58	16,445.43	17,996.98	17,464.29
Laconia	17,142.38	15,318.71	18,861.88	17,222.77
Pittsfield	16,333.62	14,185.37	21,132.19	17,165.34
Raymond	15,366.31	17,085.01	19,747.56	17,099.86
Claremont	18,463.68	15,381.10	16,429.17	17,083.89
Berlin	16,828.55	16,575.12	17,658.02	17,051.23
Newfound Area	16,861.52	17,100.15	17,058.33	16,982.40
Merrimack	16,575.12	17,876.85	17,138.92	16,947.85
Salem	16,071.07	16,507.90	17,263.75	16,577.77
Concord	18,397.38	15,274.49	15,329.22	16,569.25

**PUBLIC COMMENT ON PROPOSED SCHOOL DISTRICT BUDGET**

There were no questions or comments from the public.

**TOWN FINANCIAL UPDATE – KEN TRAUM**

Ken Traum explained that he doesn't have financial updates because December 31, 2020, was the end of their Fiscal year, as well as the calendar year, and these reports take a little longer. He should have reports for the next meeting.

The Select Board as decided to convene a Blue-Ribbon Panel to investigate all aspects of Houston Barn that include different scenarios - tear down, renovate, or maintain the building. The goal is to come to the Town at the 2022 Town Meeting with a proposal. Any interested party should reach out to Louise Carr, Chair.

Ken Traum explained that he and Norm Goupil, along with their respective Board Members, were tasked with developing a schedule for the Town and School Annual Meetings. The following is what they recommend:

- Tuesday, March 9, 2021 – Election of Town and School Officers, as well as any Zoning Ordinances. The vote would take place at the Middle/High School from 7am to 7pm, with the same set up as November 2020.
- Saturday, March 20, 2021 - Following all the required Zoom meetings, there would be a drive-through vote on the School Warrant. The location is to be determined.
- Saturday, May 1, 2021 – Town Meeting would be a drive-through vote on the Business session, following all the required Zoom meetings.

**TOWN FINANCIAL UPDATE – KEN TRAUM**

- Both dates are tentative right now because the State is still looking at the required Legislation.

Norm Goupil explained:

- If something happens, the next date to vote on the School Budget would be April 10, 2021, would be the next meeting. The Teacher’s Contracts must be out by April 15<sup>th</sup>.

Ken Traum explained that he hasn’t received any resolution from Select Board on the CIP’s recommendation to postpone the irrigation system (\$50,000) at Park Avenue and dam maintenance (\$10,000). He will bring it back to the Select Board and report at the next Budget Committee Meeting.

**CONTOOCCOOK PRECINCT FINANCIALS UPDATE – DON HOUSTON**

Don Houston reported that as of November 2020, they still have \$166,000 to come in from the tax part of their budget. They did complete the project at Linda Kimball’s property, except for a few mounds of loam that will need to be spread out and seeded in the spring.

**HOPKINTON VILLAGE PRECINCT FINANCIAL UPDATES – THOMAS LIPOMA**

Thomas Lipoma had no major updates.

Janet Krzyzaniak had to leave the meeting at this point.

**PUBLIC COMMENT**

There were no public comments.

**ANY OTHER BUSINESS – Upcoming Meetings**

Wednesday, January 20, 2021 – 5:30 pm – via Zoom Meeting

- Follow up from the School Budget, Warrant Articles and Teacher’s Contracts

Wednesday, January 27, 2021 – 5:30 pm – via Zoom Meeting

- Further follow up from the School Budget if questions are posed to them.
- If the Budget Committee is in favor of the Budgets as proposed, a vote will be taken on the budgets presented.

Wednesday, February 3, 2021 – 5:30 pm – via Zoom Meeting

- Budget Committee deliberations, if needed

Wednesday, February 10, 2021 – Time, place, and method of the meeting to be determined

- Public Hearing on all budgets

**MOTION TO ADJOURN**

Rich Houston motioned to adjourn at 8:15 pm. Ken Traum seconded the motion. A roll call vote was taken:

<b>Committee Member</b>	<b>Vote</b>	<b>Committee Member</b>	<b>Vote</b>
Don Houston	Approved	Thomas Lipoma	Approved
Janet Krzyzaniak	Not present	Ken Traum	Approved
Ginni Haines	Approved	Steve Reddy	Approved
Norm Goupil	Approved	Rich Houston	Approved
Jonathan Cohen	Approved	Mark Zankel	Approved

The vote passed 9-0.

Respectfully submitted,  
Tammy Clay