

MASCONOMET REGIONAL DISTRICT
Budget and Capital Improvement Subcommittee
Meeting Minutes **October 16, 2023**

MEMBERS PRESENT: J. McLean, Chair, Boxford W. Hodges, Topsfield
M. Alexander, Middleton C. Bolzan, Boxford

MEMBERS ABSENT: None

OTHERS PRESENT: Z. Bhujju (SC member), Topsfield

1. Call to Order

J. McLean, Chair, called the Budget and Capital Improvement Subcommittee to order on 10/16/23 at 8:05 PM via Zoom

2. Previous meeting minutes reviewed and accepted

3. Discussion of capital strategy

- Reviewed initial plan that admin/executive generated and solicited feedback
 - Team strongly believes turf project needs to be treated separately
 - Concern that fundraising won't be done in time for May warrant article
 - Incentive to fundraise will be removed if towns agree to fund "balance" before Turf-Up is finished with fund raising
 - Presentations at town meetings last year included promises that we would not bring turf up until fund raising was complete
 - Towns are asking for entire capital plan outlook - not just what is in 1.0
 - Perhaps just push emergency items for '24 warrant and make push for entire plan (inclusive of classroom changes, ADA and other items) in 2025
 - Members would like to walk the building to see priority items in plan so a judgement of what items are needed immediately can be made
- Team reviewed Habeeb report and compared items requested in it to capital plan 1.0
 - Many/most items are covered in the plan
 - Need to review with Jeff to understand better, Joe to follow up with Jeff and see when team can discuss with him

4. Review of team goals

- **Improvements to Budget Process: Bill Hodges**
 - Attending MASC conference will look into there.
- **Monitoring expenditures during the year: Chris Bolzan**
 - Masco doesn't have a system that easily generates this report
 - Need to invest in a system, need to scope it out
 - Bandwidth appears to be an issue here... would like to see how we can help
- **Creating a Budget Calendar for future subcommittees to use: Joe McLean**
 - Have proposed meeting with Jeff next Monday and will raise issue then
- **Driving Capital Plan 2.0: Matt Alexander and Chris Bolzan**
 - Discussed above

5. Considerations for next agenda and meeting time

- Would like to have 2 meetings within next 3 weeks if possible
- Joe to send matrix out for people to not available days and time and will schedule accordingly

6. Meeting adjourned at 9:15 PM