

MASCONOMET REGIONAL DISTRICT
Budget and Capital Improvement Subcommittee
Meeting Minutes **October 30, 2023**

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

OTHERS PRESENT: None

1. Call to Order

J. McLean, Chair, called the Budget and Capital Improvement Subcommittee to order on 10/16/23 at 7:05 PM.

2. Previous meeting minutes reviewed and accepted

3. Discussion of capital strategy

- Would like to see school architect study done in concert with OPM with goal of one capital plan in 2026.
- Only Emergency spending in 2024 + OPM + Architect firm.
- Would architectural team be a part of the strategic plan development? Should we get them involved sooner? Can we use stabilization funding if strategic plan execution begins in January?
 - Does SP begin in January?
- What is the timeline for the strategic plan - ask Mike
- Would like to understand the cell phone issue
- Team sketched out timeline for capital spending in order to gain better understanding of path ahead

4. Review of team goals

- **Improvements to Budget Process: Bill Hodges**
 - Attending MASC conference will look into there – no change
- **Monitoring expenditures during the year: Chris Bolzan**
 - Bill sent a document - can we get this to Jeff, show him the email
 - Ask to get the system into critical needs - implement in FY'25
 - SC feels there is a lack of financial data to make decisions with
 - Reference Greenbergs system, gives a report monthly
- **Creating a Budget Calendar for future subcommittee's to use: Joe McLean**
 - Joe is meeting with Jeff on Thursday to discuss
- **Driving Capital Plan 2.0: Matt Alexander and Chris Bolzan**
 - Discussed above

5. Considerations for next agenda and meeting time

- Target meeting at 11/6 if that makes sense

6. Meeting adjourned at 8:15 PM