Concord School District
Board of Education
Joint City Council / School Board Minutes

School Board Committee: Joint City Council/School Board
Date: Friday, December 18, 2009
Committee Members Present: Chris Casko, Chair, Jack Dunn, Kevin Fleming, Eric Williams
Other School Board Members Present: Kass Ardinger, Board President, Laura Bonk
City Council and City Employees Present: Tom Aspell, Allen Bennett, Dan St. Hilaire, Jim Howard, Mayor Jim Bouley, Matt Walsh, Fred Keach, Carlos Baia
CSD Administration Present: Chris Rath, Matt Cashman, Michele Croteau
Other: Fred Reagan, Facilities Director, Merrimack Valley School District

The meeting was called to order at 7:30 am.

CIP
- Matt Walsh presented the City’s Capital Improvements Program (CIP). Two reports were distributed showing a list of projects anticipated over the next 5 years with a 6th year included as a catchall for projects expected beyond the 5-year mark. One report grouped projects by funding source and the other grouped projects by program. A narrative was also distributed to supplement these two reports. CIP includes every project valued at $10,000 or more. Mr. Walsh demonstrated the software the City uses to track CIP. They have been using this product, which was developed by the City using an Access database, since the 1990s.

- It was suggested that School District and City personnel collaborate to see if the School District’s capital planning could be included in this process.

- It was thought that the 6-year timeline for CIP may have evolved as a result of the impact fee program, as funds collected through impact fees must be expended within this time frame. For long-range planning purposes, however, the City will be expanding the CIP program to accommodate a 10-year window.

- The City uses this planning tool to determine which projects will be funded each year. It issues bonds every year, letting the cost of principal and interest drive the projects that can be afforded within the budget. The City Council has a goal of maintaining a debt service level equal to 10% of the overall budget.

- Discussion ensued regarding the differences in the City’s needs for financing projects via bonds and the School District’s needs. The City has many smaller projects for
which it issues debt annually, while the School District has fewer but typically larger projects, requiring funding once every 10 years or so.

- The City’s current bond rating is:
  - AA² – Moody’s Investors Service and
  - AA with a negative outlook – Standard and Poor’s.

**Joint use of School and City Facilities**
- Superintendent Chris Rath distributed the following School District’s documents for review and discussion at a future meeting:
  - Exchange of Facilities, Policy # 873
  - Agreement between the State of New Hampshire and/or the City of Concord and the Concord School District, Policy #871
  - Cooperative Bids, Policy #874
  - Planning of School Facilities, Policy #872
  - Facilities, Use Fees, Policy #821
  - Policy for the Cooperative Use of Facilities and Recreational Areas

- Discussion ensued on identifying the costs associated with the use of facilities by outside groups and the determination of user fees.

- It was noted that maintenance and investment in City parks has been steadily declining. The City is looking for ways to make these programs as self-sufficient as possible. To this end, it is looking to identify all costs associated with maintaining shared parks, fields and facilities.

- Topics identified as requiring further investigation and discussion:
  - use of new gym at Kimball site,
  - cooperative City / School District use of new facilities,
  - City use of vacated School District facilities,
  - Sharing information regarding cost of School District athletic programs by sport,
  - Review of City needs to be met in new School District facilities – possibility of planning to pay for portions of construction through the City to meet these needs if costs are not reimbursable through NH DOE Building Aid program.

Recap of core issues requiring further attention:
- Joint capital plan with the School District utilizing the same system the City uses (Matt Cashman and Carlos Baia to meet and discuss a transition plan),
- Review of School District and City policies regarding facility use and maintenance. Need for common understanding regarding determination of user fees.

The meeting adjourned at 8:50 a.m.

Minutes respectfully submitted,

Chris Casko, Chair
Michele Croteau, Recorder