

**MENDHAM TOWNSHIP PUBLIC SCHOOLS
BROOKSIDE, NEW JERSEY
ELEMENTARY SCHOOL GYMNASIUM
PUBLIC HEARING MEETING MINUTES
TUESDAY, MAY 3, 2022, 7:30 PM**

I. Call to Order - The meeting was called to order at 7:32 pm.

II. Flag Salute - Mrs. Holquist led the flag salute.

III. Roll Call of the Board of Education

Mrs. Gretchen Holquist	President	Present
Mrs. Joan Mody	Vice President	Present
Mr. Andrew Christmann		Absent
Mr. Adam Dubeck		Present
Mr. Peter Dumovic		Present
Mr. Thomas Keeling		Present
Dr. Rekha Mandel		Absent

Also present: Dr. Salvatore Constantino, Superintendent
Mrs. Donna Mosner, School Business Administrator/Board Secretary
General Public – one

IV. Sunshine Law – Mrs. Holquist read the following statement -

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Mendham Township Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Mendham Township Board of Education Office and sent to the Clerk of Mendham Township, and the Observer Tribune and the Daily Record. This is an official meeting.

V. 2022-2023 Public Hearing Budget Presentation

Dr. Constantino reviewed the 2022-2023 budget and walked everyone through his presentation. He also thanked the Ops & Finance Committee for all of the time and effort that they put into the budget process this year and the additional meetings that they attended.

VI. Discussion

Mr. Keeling – I commend the Ops & Finance Committee on working so hard and coming in below the 2% CAP. As a board, we need to focus and get ahead of the curve for next year. I am very pleased with the cost efficiencies but would like to look at this more often and encourage us to look for ways to be more efficient. I am also very pleased and support this budget, thank you.

Mr. Dumovic – I believe this budget demonstrates our commitment to fiscal responsibility. Cost reductions were made during the budget review process. And very importantly we also see a big increase in anticipated revenues, with a \$200K increase in State Aid, a \$100K increase in Transportation Fees from other school districts, and a \$100K increase in Pre-School Tuition. And

lastly, there is also a \$280K increase in the Budgeted Fund Balance.

That’s all good news. We are relying less on the tax levy compared to previous years, and relying more on local revenues. 86% down to 82%, and 14% up to 18%. That translates into a smaller tax levy increase in this budget compared to previous years.

As a board, we know that in 2023-2024 and beyond, we will continue to have significant fiscal challenges, especially regarding contractual salaries and health benefits for our staff, as well as the cost of special education. We need to continue to proactively generate local revenues, and I look forward to pursuing the three additional sources of income we identified at the end of last year so that going forward we can continue to offset future tax levy increases.

Mrs. Mody – I appreciate Mr. Dumovic pointing out the increases in local revenues. I want to also thank Dr. Constantino and Mrs. Mosner for working so hard on this budget. I appreciate the transparency and how we work to continue our commitment to keeping tax increases minimal.

Mr. Dubeck – I echo what everyone has said. We get what we pay for and since we are one of the best, we need to keep up with that standard. That is why I moved into Mendham Township for the school district and maintaining that level takes funding. I fully support this budget.

Mrs. Holquist – I am glad that we were able to stay on track with our goal of being fiscally responsible and this BOE is mindful to balance the needs of the district and the taxpayer.

VII. Verbal Communications from the Public

Mrs. Orban-Brown – 100 Ironia Rd – I would like to congratulate the BOE on having a successful referendum, well done. Currently, I have no changes on this budget and I support it but please consider some of my recommendations;

1. Our per-pupil cost is increasing, please work on this moving forward
2. 1.5% increase is applaudable but don’t forget about the huge increase recently
3. Net income from transportation and the number of buses is huge
4. There is talk on the street about additional staffing
5. No reason on earth why these meetings can’t be hybrid, practically everyone is doing this.

Please consider this in the near future.

The budget presentation was great, thank you.

PUBLIC COMMENT IS CLOSED.

VIII. Action Items - Operations and Finance

1. ADOPTION OF THE TENTATIVE BUDGET FOR 2022-2023

A. 2022-2023 BUDGET APPROVAL

BE IT RESOLVED that the Mendham Township Board of Education approves the final budget for the 2022-2023 School Year as delineated below:

	GENERAL FUND	SPECIAL REVENUES FUNDS	DEBT SERVICE FUND	TOTAL

2022-23 Total Expenditures	\$20,932,200	\$155,000	\$1,189,930	\$22,277,130
Less: Anticipated Revenues	\$ 3,721,467	\$155,000	\$100,000	\$ 3,976,467
Taxes to be Raised	\$17,210,733	\$0	\$1,089,930	\$18,300,663

B. TRAVEL AND RELATED EXPENSE REIMBURSEMENT – 2022-2023

BE IT RESOLVED, that the Mendham Township Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$25,000 for the 2022-2023 school year. The maximum travel expenditure amount for the 2021-2022 school year is \$25,000, of which, \$6,772 has been spent and \$2,000 is additionally encumbered to date.

WHEREAS, the Mendham Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, that the Board of Education approves all travel, not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$25,000 for all staff and board members for the 2022-2023 school year, and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

C. PROFESSIONAL SERVICES 2021-2022 BUDGET

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year (2022-2023); and

WHEREAS, the final 2022-2023 budget includes the following appropriations:

Legal	\$10,000
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Auditor	\$30,500
Architect	\$25,000
Physician	\$4,200

BE IT RESOLVED, that the School Business Administrator track and record these costs to ensure that the maximum amount is not exceeded.

2. RESOLUTION FOR DISTRICT TAX 2022-2023

BE IT RESOLVED that the amount of district taxes needed to meet the obligations of the Mendham Township Board of Education during the school year 2022-2023 is \$17,210,733 for the General Fund plus \$720,000 in Principal payments within the Debt Service Payment and \$369,930 in Interest Payments towards the Debt Service, totaling \$1,089,930 for Debt Service, which equals \$18,300,663 in total for the tax levy for the 2022-2023 school year that Mendham Township is hereby requested to place in the hands of the Treasurer of School Monies that amount according to the following schedule in accordance with the statutes relating thereto:

Monthly Due Date	General Fund Tax Levy	Debt Service Tax Levy	Monthly Due Date	General Fund Tax Levy	Debt Service Tax Levy
July 1, 2022	1,434,227.85	544,965.00	January 1, 2023	1,434,227.67	544,965.00
August 1, 2022	1,434,227.83		February 1, 2023	1,434,227.67	
September 1, 2022	1,434,227.83		March 1, 2023	1,434,227.67	
October 1, 2022	1,434,227.83		April 1, 2023	1,434,227.67	
November 1, 2022	1,434,227.83		May 1, 2023	1,434,227.67	
December 1, 2022	1,434,227.83		June 1, 2023	1,434,227.65	
TOTAL 2022:	8,605,367.00	544,965.00	TOTAL 2023:	8,605,366.00	544,965.00

FY 2022-2023 Approved Total: \$17,210,733.00 \$1,089,930.00

Certified Tax Levy: \$18,300,663.00

Mrs. Mody moved to approve the Action Items from May 3, 2022, as presented for the adoption of the 2022-2023 budget items 1. A-C and 2; seconded by Mr. Dumovic and the motions were CARRIED in a roll call vote: Mr. Dubeck; yes, Mr. Dumovic; yes, Mr. Keeling; yes, Mrs. Mody; and Mrs. Holquist; yes – motions carry.

IX. Adjournment

Moved by Mrs. Mody, second by Mr. Keeling to adjourn the work session meeting of May 3, 2022. The meeting was adjourned at 8:12 pm.

Respectfully submitted,

Donna Mosner
School Business Administrator/Board Secretary