

Preston Public Schools
Board of Education
BOE Finance Committee Meeting
February 5, 2026
6 PM
Preston Plains Library

1. The meeting was called to order at 6:00 PM by Kelly McNamara, BOE Finance Committee Chair.

Members Present: Kelly McNamara, Courtney Ennis, and Charles Raymond.

Thomas Wright, BOE liaison, was also present.

Superintendent Dr. Seitsinger, Cynthia Varricchio (Finance Director), and Victoria Schwery (Finance Dept.) were present.

Administrators/Directors present: Michael House (Buildings & Grounds)

2. Pledge of Allegiance

3. Public Comment

None.

Members of the public in attendance: Johanna Thibdeau

4. Approval of Minutes

- a. **MOTION #1:** A motion was made by Courtney Ennis and seconded by Charles Raymond to approve the minutes as amended from the January 22, 2026 meeting at 6:02 PM. Motion carried, all in favor, none opposed, no abstentions.
- b. **MOTION #2:** A motion was made by Courtney Ennis and seconded by Kelly McNamara to discuss the minutes from the January 29, 2026 meeting at 6:03 PM.
- c. **MOTION #3:** A motion was made by Courtney Ennis and seconded by Charles Raymond to accept the minutes from the January 29, 2026 meeting at 6:06 PM. Motion carried, all in favor, none opposed, no abstentions.

5. Business

- a. Financial Reports

- i. Mrs. Varricchio presented the December 2025 Budget Report and discussed categories and lines that are tracking over- and under-budget for the FY 2026 budget.
 1. In the Salaries category, Teacher Substitutes was adjusted for substitute usage.
 2. In Special Education we are currently tracking over-budget, but the first disbursement of the Excess Cost reimbursement is anticipated in the next month, which should absorb the overage in that area.
 3. Mrs. Varricchio shared that it is too early in the fiscal year to think about line item transfers to address current shortfalls in specific

2. Dr. Seitsinger clarified the Budget Development Timeline and explained why October or November felt too early to build the budget based on developments that occurred in December.
3. Documents were emailed to members of the FC committee prior to this meeting in response to inquiries asked at the last meeting (including the list of fleet vehicles with ages of vehicles and mileage and additional detail regarding the Plant Operations and Instructional Technology categories).
2. Dr. Seitsinger presented the committee with a new Budget Summary for the 2026-2027 Budget Development process, which reflects a larger than expected increase in healthcare costs (broker previously estimated 6-8% increase, could be 14% increase or more). Also some cost savings in special education due to confirmed changes in tuition due to changes in student population.
 1. BOF Liaison Thomas Wright asked about increases in Instructional Technology.
 1. Ms. Schwery reported that the increase reflects the cost of software renewal for the new phone management system and corrects a previous calculation error.
 2. BOF Liaison Thomas Wright asked about the \$5000 budgeted for general repairs in Plant Operations.
 3. BOF Liaison Thomas Wright asked about the \$3200 increase in the repair to the air conditioning.
 1. Michael House explained that it is too hot in the server room and they need to replace the units that cool the servers.
 4. BOF Liaison Thomas Wright asked to verify that the septic system would be pumped at the alternate school as last year (each school pumped every-other year). This was confirmed.
 5. BOF Liaison Thomas Wright asked if the budget continues to include a \$7000 request for signs.
 1. Yes- the current signs are 2-3 years old.
 6. BOF Liaison Thomas Wright asked for more information about the tripling of the cost for Microsoft.
 1. Dr. Seitsinger discussed the need for cyber security improvements that are related to this increase.
 7. BOF Liaison Thomas Wright asked about the Renaissance Learning expense.
 1. Dr. Seitsinger explained that this program was previously funded through a grant and that grant money is no longer available.
 8. BOF Liaison Thomas Wright asked about preschool funding.
 9. BOE member Courtney Ennis asked clarifying questions related to information provided about transportation rate comparisons (cost of maintaining our own fleet vs. contracting with a bus company).

10. BOE FC Chair Kelly McNamara asked if the committee could be provided with an estimated cost savings if the cost of some school supplies were passed on to parents (such as pencils, notebooks, etc.).
 11. 7:07 PM discussion of acceptable risk options for budgeting for unknown increase in healthcare insurance costs
 1. BOF Liaison Thomas Wright asked if the current amount budgeted includes all known new additions to the healthcare plan.
 - a. Mrs. Varricchio confirmed it does.
 12. Discussion ensued regarding potential reductions to the budget.
 1. Dr. Seitsinger will prepare and present Acceptable Risks to the committee at the next meeting.
 2. BOE FC Chair asked Dr. Seitsinger to present recommendations from the administration to guide any discussion related to staffing reductions.
 13. BOF Liaison Thomas Wright asked what the Minimum Budget Requirement (MBR) will be for the budget the BOE is preparing.
 1. Dr. Seitsinger indicated that it will be slightly lower than it was last year due to a drop in student enrollment.
- 6. MOTION #5:**
- e. A motion for adjournment was made by Courtney Ennis and seconded by Charles Raymond at 7:53 PM. Motion carried, all in favor, none opposed, no abstentions.

The next BOE Finance Committee meeting will be held on February 12, 2026.

Respectfully Submitted,
Kelly McNamara, BOE Finance Committee Chair

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Cindy Palmer
PRESTON TOWN CLERK
Asst.