

**SAU WITHDRAWAL MEETING  
MAY 26, 2016 AT 6:00 P.M.  
AUBURN VILLAGE SCHOOL MEDIA CENTER**

**These minutes have been approved.**

Those on the committee in attendance:

Alan Villeneuve, Samantha Belcourt, Bill Wood, Heather Lockwood, and Janice Baker.  
Also in attendance was Superintendent of Schools, Charles P. (Phil) Littlefield.  
Rusty Sullivan and Tom Gonyea were in the audience.

Alan Villeneuve opened the meeting at 6:07 p.m.

**PROOF OF POSTING**

Becki McCarthy provided proof of posting.

**ELECTION OF CHAIR**

Motion by Alan Villeneuve, seconded to Bill Wood, to nominate Janice Baker as Chair, and the motion carried unanimously.

**DISCUSSION OF COMMITTEE'S CHARGE**

Janice asked Alan and Dr. Littlefield for a little background as to why this committee was formed.

Alan stated that the School Board put a warrant article before the voters in March to form an SAU Study Committee. The committee would evaluate the benefits and detriments of forming their own SAU or joining with another town for a smaller SAU. He stated that Auburn pays \$275,000 annually to be part of SAU #15 and with that, receives Superintendent, Assistant Superintendent, Business Administrator, Human Resources, Payroll as well as other services.

Tom Gonyea asked what brought about this warrant article, and Alan stated it was to investigate if Auburn is getting what they pay for. The committee will look at evidence and will determine their recommendation. If the committee feels a withdrawal is warranted, their report will go to the NH Department of Education (DOE) State Board for their review, then back to the residents to be voted on.

Dr. Littlefield stated that he will be attending few meetings as this is a committee effort, but he will give technical assistance and will attend when necessary. He said this committee has a monumental task ahead of them involving a tremendous amount of work. He handed out copies of NH RSA Title XV Chapter 194-C. He stressed that the members study the passages he highlighted and then suggested they do a flowchart that identifies tasks and figures out how and when those tasks would be accomplished. He also suggested a member contact someone at the DOE and ask for copies of the last few SAU Withdrawal reports which had been approved. Dr. Littlefield gave the committee a rough timeline and said their report should probably be ready to be presented to the state by late October/early November.

When asked for the entire makeup of the board, Alan Villeneuve stated that the statute requires two School Board members (Alan Villeneuve, Samantha Belcourt), one Budget Committee member (Peter Miles), four members of the public (Heather Lockwood, Janice Baker, Bill Wood, and Joanne Linxweiller), and the Superintendent of Schools (Dr. Littlefield).

Dr. Littlefield continued to describe the process before the committee, stating that there would have to be an appraisal of SAU owned items, an examination of SAU debt, and an analysis of the financial impact on Candia and Hooksett. Samantha Belcourt asked what happened the two times Hooksett brought their withdrawal reports to the voters/state board. Dr. Littlefield stated that one time their report was recommended by the state but voted down by the residents, and the second time it did not get state approval.

Tom Gonyea asked if it became apparent to the committee that withdrawal would not be beneficial, would the committee have to complete its charge. Dr. Littlefield stated that the committee has a responsibility to all voters to do a complete analysis. Asked by Heather Lockwood if Candia or Hooksett could impede this process, Dr. Littlefield stated they could not.

Dr. Littlefield stressed that the committee must be honest with their investigation and with their report and hoped all the members are coming into this process with an open mind. He added that not only would a fiscal

analysis have to be done, but an educational analysis as well. He said the committee would need to figure out how to determine intellectual property owned by the SAU and how to access it.

Janice Baker began to map out a rough timeline. June, she said, would be fact finding, due diligence, inquiry, getting approved reports from the state, reviewing service agreements from the SAU, getting an organizational chart, setting a schedule and getting an SAU budget, and attaining a better understanding of how SAU #15 works.

Dr. Littlefield stated that those requesting information about service agreements at the SAU be specific in their inquiry.

### **FUTURE MEETING DATES**

The committee decided to meet again on June 22, 2016 at 6:00 p.m. at the Safety Center.

Tom Gonyea reminded the committee that they are subject to open meeting laws and should conduct committee business in public. Tom asked how the committee members were chosen. Alan Villeneuve stated that School District Moderator, Jim Tillery, selected them from suggestions by Alan. Tom stated there should be written documentation of the recommendation.

### **ADJOURNMENT**

Motion by Bill Wood, seconded by Alan Villeneuve, to adjourn at 7:15 p.m., and the motion carried unanimously.

The next regularly scheduled SAU Withdrawal Meeting is Wednesday, June 22, 2016 at 6:00 p.m. at the Auburn Safety Complex Conference Room.

Respectfully submitted,

Rebecca SJ McCarthy  
Recording Secretary