

STATE OF NEW HAMPSHIRE  
SCHOOL ADMINISTRATIVE  
UNIT #51

SPECIAL PITTSFIELD SCHOOL BOARD MEETING MINUTES

June 10, 2025

Pittsfield Middle High School Media Center

MEMBERS PRESENT: Sandra Adams- Chair Person  
Molly Goggin- Vice Chairperson  
Timothy Robinson  
Eric Nilsson

OTHERS PRESENT: Lori Lane- Interim Superintendent of Schools  
Kristen White- Principal PES  
Melissa Brown – PMHS Assistant Principal  
Charlene Vary – Director of Student Services  
Sandie MacDonald – Superintendent of Schools effective July 1, 2025  
Members of the Public

- I. Mrs. Adams called the meeting into session at 6:00 p.m. and led the Pledge of Allegiance.
- II. ACTION ON AMENDED AGENDA  
Add donation of \$20.93 from Eric Nilsson for barricade tape for the sink hole at Drake Field. Mrs. Adams made the motion, seconded by Mr. Robinson. Vote 3-0-1.
- III. AGENDA – Discussion of Benefits Sheets and Contracts
- IV. INTERIM SUPERINTENDENT- Mrs. Lane shared her report – please find attached 2024 Budget Deficit Action Steps
- V. PUBLIC INPUT
  - Debbie Vintinner asked how many job openings we currently have available. Mrs. Lane said 13 paras and 8-9 teaching and/or staff positions.
  - Maryann McNeil, PES, asked the board to consider the impact of a temporary hiring freeze.
  - Rick Anthony, PMHS, asked the board to consider the impact of a temporary hiring freeze, saying it was short-sighted, with 7 positions at the high school, and with a low field of applications, the longer we wait, the less chance we have of filling those vacancies. Consider the voucher system and school choice and cutting positions. There are positions we are required to have.
  - Debbie Vintinner – How many students are enrolled in the jr. high, high school, elementary? 117 in grades 6-8; high school (grades 9-12) 160; and pre-k – grade 5 – 230.

Mr. Nilsson made the motion, seconded by Mrs. Adams, to put a temporary freeze on hiring and expenditures. Vote 4-0.

Dr. Sandie MacDonald felt strongly that we need to hire a firm to close out the 2024-25 school year books, which would be the start of the forensic audit process, defraying the cost of a complete forensic audit. Mrs. Lane will find out the cost and have a quote from Mike Campo, auditor from Plodzik and Anderson for the next meeting.

Mrs. Goggin to reach out to Louie Houle regarding the need to fill the district treasurer position.

- VI. NON-PUBLIC SESSION in accordance with RSA 91:A3, II. Mrs. Adams made the motion, seconded by Mr. Robinson, to enter into non-public. Roll call vote: 4-0.  
Exit non-public at 7:30 p.m. with a motion by Mrs. Adams, seconded by Mr. Nilsson. Roll call vote : 4-0.
- VII. PUBLIC SESSION resumed at 7:33 p.m. Mrs. Goggin made the motion, seconded by Mr. Nilsson, to adopt the benefit summary sheets as amended for the 2025-2026 school year. Vote 4-0.
- VIII. PLAN FOR NEXT AGENDA- June 19, 2025
  - 1. Open Enrollment update
  - 2. Fair Funding update
  - 3. Drake Field issues
- IX. ADJOURNMENT  
Motion to adjourn made by Mr. Robinson, seconded by Mr. Nilsson at 7:35 p.m. Vote 4-0.

SUBMITTED BY: Sandra Adams, Chair

TO: Pittsfield School Board

FROM: Lori Lane, Interim Superintendent of Schools

DATE: June 10, 2025

RE: 2024-2025 Budget Deficit Action Steps

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As the school board has become aware over the last few months, the school district is in a severe financial crisis. The district has over-expended the 2024-2025 approved operating budget amount by nearly \$1.9 million. We have discussed the reasons for this, but to recap, we have identified several main contributing factors:

- “Looping” – paying for expenses from the 2023-2024 school year with 2024-2025 budgeted funds. 2023-2024 expenses included: vendor payments, summer payroll, and 2023-24 NHRS contributions totaling \$1.1 million.
- Using operating budget funds to pay for grant funds that were not approved by the NH DOE.
- IRS penalties assessed to the district.
- Unanticipated special education costs (i.e., out-of-district tuition and transportation, related service costs)
- Under-budgeting of expenses in the operating budget.
- Revenue was overestimated, resulting in a shortfall.

Additionally, the town is facing their own shortfall and as such, we have not received the expected revenue from the town. They are playing to take out a TAN but we have not been made aware of the time frame when they expect to receive this.

We currently have approximately \$1 million in vendor checks that have not been mailed. The district also owes NHRS approximately \$1 million for its contribution for the 2024-2025 school year.

Action Plan: In discussing the situation with Sandie MacDonald, your incoming superintendent, we are proposing the following steps:

- Putting a temporary freeze on hiring and expenditures.

Questions for the board:

- **Special School District meeting** – is this something you would like to move forward with?
- **RAN** – although the district has been denied by one bank a loan for the total amount of the debt, do you want to pursue a smaller loan?
- Hire a firm/individual to close out the 2024-2025 school year books.