

**Brookfield Board of Education
Business & Facilities Committee
Minutes - Regular Meeting, Monday, August 21, 2017**

Members Present: Paul Checco, Bob Belden, and Eve Sturdevant. Also present were Superintendent John Barile, Business and Operations Director Ken Post, and Accounting Supervisor Joan Reynolds.

Call to order: Meeting called to order at 5:30 by Mr. Checco.

Public Comment: None

There was a motion to move agenda item VIa to the top of the agenda.

Whitsons Update: Whitsons updated the committee on a proposal to modify the serving line in the high school cafeteria. They also discussed the financial impact of taking the high school off of the National School Lunch Program.

Board of Education Financial Reports

June Financial Report: Mr. Post reported based on the information he has, he is projecting a \$53,000 fund balance at the end of the fiscal year.

Check registers: The committee had no questions.

Old Business

Update on BHS Water Project: The committee discussed the cost of obtaining a temporary water supply as well as the option of requesting additional funding to do the entire project.

BHS Roof Project: Mr. Post reported the project is nearly complete with flashing and skylight work remaining.

Huckleberry Portables: The project is currently on hold due to the spending freeze.

Center School Roof Repairs: Mr. Post reported we have 3 quotes to do the necessary repair work. He also reported a full replacement project is on the 10 year capital plan.

Center School Floor: Mr. Post reported Interim Facilities Director Mr. Caldwell has asked the floor manufacturer for specifications so that we can issue an RFP.

Munis Update: Mr. Post updated the committee on the transition to Munis.

16-17 Audit Update: Mr. Post updated the committee on the status of the audit preparations.

BHS Gym Floor Refinishing Project: Mr. Post reported the low bid was \$3,227 over the amount approved for bonding. When the Capital spending freeze is lifted, the committee will have to determine how to fund it.

Student Activity Accounts: Mr. Post reported on the status of the review of student activity accounts.

Athletic Fields Capital Plan: The committee discussed the status of the high school athletic fields and lighting.

New Business

Update on summer cleaning and maintenance: Mr. Post reported summer cleaning is going well and he expects the buildings to be ready for the opening of school.

ECS Grant: The committee discussed the possible cut to the Town's ECS grant and the requests from the Boards of Education and Finance to develop spending reduction scenarios. The committee decided to schedule a special meeting for Monday August 8, 2017 at 5:30 PM to discuss options.

Water Sanitary Inspections: Mr. Post reported that the schools water systems would be inspected this month.

Update on Capital Project planning: Mr. Post reported that 19 projects approved for 2015-2016 have either not been started or have not been completed. He reported that once the freeze is lifted Mr. Caldwell would be concentrating on planning for these projects.

Miscellaneous Discussion

Huckleberry Hill Elevator: Mr. Post reported on the status of the HHES elevator repair.

Adjournment: 6:45PM

Respectfully submitted

Kenneth J. Post
Director of Business Operations