

MINUTES OF THE REGULAR NOVEMBER MEETING OF THE BOARD OF EDUCATION'S BUSINESS AND FACILITIES COMMITTEE

Monday, December 7, 2015

Chairman Paul Checco called the meeting to order at 5:30PM.

Members in attendance were Chairman Checco, Tara Lerner and Steve Harding (at 5:47PM). Also in attendance were Superintendent John Barile, Business and Operations Director Al Cameron, Facilities Director Tom Tibolla and Accounting Supervisor Joan Reynolds.

There was a Public Comment portion of the meeting; nobody from the public chose to speak.

Mr. Cameron reported on the 2014-15 year end close and audit. Final expenditures for the BOE from the Town's General Fund were \$38,509,911, leaving a positive fund balance of \$70,559. Mr. Cameron reported that the ED001 filed on Sept. 1 will be adjusted by \$112. The financial portion of the audit is over; however, the audit is not complete. The ED001 audit includes specified tests of student data. At the close of the audit we learned of some unanswered questions regarding student reporting. Staff is working diligently to resolve these issues and bring the audit to a close.

Mr. Cameron reviewed the Year-to Date Object Summary. He referred to the "narrative" which provides written highlights of each of the "Super Objects". He brought the committee's attention to over budget conditions in Special Ed. tuition and transportation; explaining that those situations will be resolved when the Spec. Ed. Excess Cost Grant is received. He reported that the available balances in the Professional Development and Instructional Materials accounts. Supt. Barile noted that the principals are working closely with Asst. Supt. Ruby to insure that expenditures are aligned and support the District Improvement plan.

Mr. Checco and Ms. Lerner reviewed and approved the check register and over \$1,000 report.

Mr. Tibolla reported the roof project at BHS is substantially complete. There are a few open items; within the next few days they are expected to be resolved and a final "punch list" will be developed. Next up will be the auditorium floor replacement (scheduled for the Holiday break). Mr. Tibolla showed a sample of the material that will be used to replace the floor. A discussion of the proposed auditorium lighting and sound projects followed. Mr. Tibolla reported that initial estimates indicate the scope of the proposed project exceeds the budget. Mr. Checco noted that it appears there will be significant savings in the auditorium HVAC project; perhaps those funds can be reallocated to fund the lighting and sound project?

He reported on the BHS water project. Leonard Engineering is developing drawings and bid specifications for the project. They estimate that the project can be fully complete for the start of school next year if it is begun as soon as school is out in June.

Mr. Tibolla next reported on the security camera projects at Huckleberry; the Huckleberry project will be completed over the Holiday break.

A discussion took place around School Dude. Mr. Checco requested that material costs be included with the work tickets to give a better history of the cost of repairs.

A discussion took place concerning facilities and the Milone & MacBroom study. Milone and McBroom reported that HHES was in good condition and would be a good candidate for "renovate like new". The committee discussed the possibility of a space utilization study, either at HHES or HHES and Whisconier.

They also discussed the possibility of new construction on a new location. They agreed that any of these projects would require the input of the community.

Superintendent Barile updated the Committee on the progress on the 2016-17 budget. He mentioned items considered for reallocation, the Ct. Partnership and the "roll over" amount.

Mr. Checco inquired about the status of the "steering committee" to oversee the work of the Blum Shapiro project. Mr. Cameron reported that there has not been a "committee" - Mr. Checco directed him to contact Mr. Gionozo, a member of the Town Finance Committee, about securing representation from the Finance Committee on the "steering committee".

In "New Business" Mr. Cameron provided an update on grants received in 2014-15 and those schedule to be received in 2015-16.

Mr. Tibolla provided an update on proposed capital projects. He described a "preventative maintenance" approach to bathrooms, painting, replacing cafe tables, etc. in each school. He also mentioned expanding the parking lots at BHS and updating clock systems.

He answered questions about the work being done on the exterior of Center School.

Mr. Checco requested that the staff investigate Board policies regarding purchasing. He believes that there should be written policies and procedures regarding purchasing; particularly with respect to construction type projects and the documentation required of vendors before work can begin.

Discussion took place regarding the kiln in the art room at HHES. It doesn't work - why?

Discussion took place concerning the school lunch program; Mr. Cameron was directed to investigate the feasibility of withdrawing from the USDA program at BHS to allow Whitsons to offer menu options that might be more appealing to high school students?

The meeting adjourned at 7:19PM.

Respectfully submitted,

Allan Cameron
Secretary