

**SHELTON BOARD OF EDUCATION
FINANCE COMMITTEE MEETING
June 17, 2015**

Chairman Arlene Liscinsky called the meeting to order at 5:05 PM.

Pledge of Allegiance was recited.

Roll Call:

In Attendance: Arlene Liscinsky, Chairperson, Win Oppel, Vice Chairperson, Faith Hack, Tom Minotti.

Also in Attendance: Mark Holden (via speaker phone), Dominic Barone, Director of Finance, Freeman Burr, Superintendent, Kate Kutash, Kathy Yolish, Deb Keller, SEA President, Judson Crawford. Shelton Senior Center.

Unexcused Absence: Jay Francino-Quinn.

Tom Minotti moved to approve the agenda for the meeting. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.

Faith Hack moved to approve the minutes of the meeting of May 20, 2015. Win Oppel seconded the motion. A vote was taken with all in favor. Motion carried.

A handout of the YTD Object Summary (L2) was handed out. A few items were discussed.

Salaries: Dominic Barone advised that the only new item is that the 10 month secretaries will be getting a balloon payment this year. The salaries for the secretaries did not change only the amount of their pay check. This was spread out over the school year to reflect a lesser amount with the excess in a balloon payment at the end of the school year.

Instructional Materials: These are a little over budget due to the fact that we encumbered the costs for instructional licensing a month earlier this year.

Tuition: A little over budget and we will continue to monitor this line and will make adjustments during the next budget cycle. Students moving in and out of the district will always impact this account.

Utilities: Depending on water usage, the water account may require additional funds up to \$10k.

Building and Equipment Services: Service contracts have been an issue the whole year. The service contract line will be adjusted in next year's budget to address this issue.

Mr. Barone expects to have a little more savings in the health insurance account and hopefully reprogram some of that money.

Deb Keller asked if there was going to be security at the high school over the summer months. She advised that the band practices during the summer and she would like to have some security there while this is going on. Dominic Barone will follow up with Ben Trabka regarding this.

Faith Hack moved to approve the YTD Object Summary (L2). Tom Minotti seconded the motion. A vote was taken with all in favor. Motion carried.

Tom Minotti moved to approve the check registers. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.

Mr. Barone advised that he had talked to the New Haven Symphony Orchestra. They were very excited that we would be working with them. Unfortunately their programs for the upcoming year have already been printed with the SIS dates so they will stay with SIS this year and change to the SHS next year.

Win Oppel moved to have the discussion on Student Transportation moved on the agenda to the end of the meeting prior to adjournment to discuss the contract. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.

Facilities Projects

Dual Fuel: We still have a few issues open. The tanks at Mohegan School are showing due to erosion. The city has been contacted about this. A discussion was had regarding the issue. Arlene Liscinsky suggested that a letter be sent from the Superintendent to the Mayor stating that this is an issue that needs to be resolved right away.

There is a problem with the new regulator at Mohegan School. It is under warranty and is being replaced.

Santa Fuel sent in contractors to repair all four chimneys and will bill the city for the work.

Fortification Projects:

We are still waiting on plans for the 3 School Project. A discussion was had.

Sunnyside School Roof - Mystic Air was selected to do the environmental review. They will go on the roof and test for any toxic chemicals. Until we get the report this cannot go out to bid. Project registration with the state has begun.

SHS Fire Code – We have submitted our third try for funding. It has been submitted to the State for review. A discussion was had.

Win Oppel pointed out a discrepancy between the amount that is left over in the Athletics Grant. One handout states \$3k and another document states \$8k. Dominic will check and report back.

SIS - Two water fountains were vandalized at SIS. Arlene Liscinsky asked if we know who vandalized them and if there were any security cameras that may have videotaped this while it was happening. Dominic advised that the security cameras did not have this on tape and they do not know who did the vandalizing.

BHS – Four light poles were knocked down during snow removal. It will cost approximately \$15k to \$20k replace them. Win Oppel stated that public works should replace them as they are the ones who knocked them down.

New Business

Managed Print Services: Dominic advised that we would like to bring in another company for our managed print services. CBS (Connecticut Business System) is the company that the district would like to use for this service. We currently spend about \$46k per year on services and print cartridges. There are currently two different companies handling our printers in the schools and offices. The goal is to have one managed print service contract and have them service all the printers in the district as opposed to two different companies. We will install software in place that will manage the printing by user. We can set it up so that the staff can only print a certain amount of color copies a month. This will balance our ability to have toner available. A discussion was had regarding the number of copies made.

Win Oppel moved to enter into a contract with CBS Bloom as presented and also that we monitor usage and look at the second year to see if we can reduce some of our costs. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.

Donations: Mr. Barone advised that LHS PTA would like to donate \$600.00 to purchase a stove and refrigerator for the Life Skills Class.

Win Oppel moved to recommend that the Board of Education approve the LHS PTA donation for the Stove and refrigerator for the Life Skills room. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.

Sunnyside School received a \$3,000. grant from the Connecticut Association of Schools (CAS) for a writing program.

Win Oppel moved to recommend the full Board of Education accept the \$3,000 CAS Grant for Sunnyside School. Faith Hack seconded the motion. A vote was taken with all in favor. Motion carried.

Budget: 2015-2016. Dominic advised that they are working on closing the gap and will have a solution by the end of the month. Mark Holden suggested the Mr. Burr reach out to the Mayor to see if he can help us with the budget gap. Mr. Burr will follow up with an email to the Mayor.

Freeman Burr discussed upcoming retirements and possible open positions in the school system. A discussion was had.

Supervisor of Facilities Job Description: Dominic gave an update on the CES job description. The job description will be presented to the full Board next Wednesday and if approved, should be posted next Thursday, June 25th.

Win Oppel moved to add Dominic's request to add items for purchase onto the agenda under new business for discussion. Mark Holden seconded the motion. A vote was taken with all in favor. Motion carried.

Mr. Barone advised that we need a new scoreboard for the baseball field. The cost for two new scoreboards will be \$7,315.

The second item for purchase is a piano for Perry Hill School. They were supposed to get this with the renovation but that did not happen. There is no piano in the building and the music program could use one. The cost is \$4,895.

Tom Minotti moved to authorize to appropriate money for the purchase of a piano for Perry Hill School in the amount of \$4,895. and the two scoreboards for the baseball field in the amount of \$7,315. Mark Holden seconded the motion. A vote was taken with all in favor. Motion carried.

Win Oppel moved to go into Executive session for the purpose of discussing contract negotiations regarding student transportation. Tom Minotti seconded the motion. A vote was taken with all in favor. Motion carried.

The meeting went into executive session at 6:40 PM. Superintendent Freeman Burr, Finance Director Dominic Barone and the remaining board members went into executive session. Faith Hack left the finance meeting at 6:25 PM.

The regular meeting of the executive session resumed at 6:54 PM.

There were no motions made during the executive session.

Tom Minotti moved to adjourn the meeting. Win Oppel seconded the motion. A vote was taken with all in favor. Motion Carried.

The meeting adjourned at 6:54 PM.

Respectfully Submitted;

Teresa Milyo

Recording Secretary