The meeting was called to order at 5:05 PM.

**Pledge of Allegiance**

**Roll Call:** Attendance taken by Recording Secretary

**Present:** Arlene Liscinsky, Chairperson; Win Oppel, Vice Chairperson, Mark Holden, Tom Minotti.

**Absent:** John Francino Quinn

**Excused:** Faith Hack

**Also Present:** Dominic Barone – Finance Director, Allan Cameron – Former Finance Director, Carole Pannozzo - Director of Human Resources, Jack Finn - Alderman, and Judson Crawford - Senior Citizen Commission

Tom Minotti made a motion to move the new business item to the beginning of the agenda after the approval of the minutes, seconded by Win Oppel, vote was taken, all in favor, motion carried.

Win Oppel made a motion to approve the minutes of the finance committee meeting of May 18, 2014, seconded by Mark Holden, vote was taken, all in favor, motion carried.

Mark Holden made a motion to move to executive session at 5:08 PM, seconded by Tom Minotti, vote taken, all in favor, motion carried. (New Business) Board members, Finance, and Director Pannozzo remained in the meeting room. All others left the room.

Win Oppel made a motion to resume regular session at 5:20 PM, seconded by Tom Minotti, vote taken, all in favor, motion carried.

Win Oppel made a motion to recommend Director Pannozzo present the raises for the non bargaining unit employees as outlined in the document presented this evening to the full Board at the next scheduled meeting, seconded by Mark Holden, vote was taken, all in favor, motion carried.

Win Oppel made a motion to recommend to the full Board that Director Pannozzo notify the non bargaining unit employees of the Board’s intention to migrate their health insurance to the HSA as of July 1, 2015, seconded by Tom Minotti, vote was taken, all in favor, motion carried.

Arlene Liscinsky brought forward a discussion she had with Freeman Burr regarding a request from Dan Divito, Director of Technology to hire a technology intern to assist with data entry. She explained it is an at will position which can be eliminated if and when necessary. Dominic Barone added this is a timing issue and the necessity of assistance needed especially with the all day kindergarten addition. Funding is available.

Tom Minotti made a motion to accept the check registers as indicated on the agenda: June 6, 2014, June 13, 2014, June 20, 2014, June 27, 2014, June 30, 2014, seconded by Win Oppel, vote taken, all in favor, motion carried.

The L2 Narrative was distributed. The committee asked to have a reconciliation to start the new fiscal year.

Dominic Barone wanted to highlight a few areas on the L2 narrative and report as not much has changed.

**Benefits:** The withholding for June health insurance, FICA payments and Merit pension has been posted. 103.3% of the budget is committed.
Since the City and BOE have become self-insured for health insurance, Anthem’s “drafts” on the City have not been posted to the GM360L; therefore, they have not been posted in MUNIS. We continue to meet with the City, the auditors and representatives of Smith Brothers to establish the processes and procedures for the new self-insured health plans; we are making progress in working out the logistics of setting up self-insurance funds within MUNIS that will appropriately track revenues and expenditures. This has proven to be a tedious and time consuming process; we continue to work on it. **As of June 30, the medical insurance account is over budget by $876,523. Because of some possible duplication of entries, this may not be an accurate reflection of the Board’s position; the expenditures may be overstated. The Finance Director is investigating this matter in detail, with all possible speed.**

As part of the reconciliation process we have posted all of the charges that have been posted by the City. Charges for Worker’s Comp. and City paid unemployment have been posted. The Workers Comp. amount is based on information provided by the Workers Comp. our comp. administrator. The BOE posted $648,667 in W/C Expense for 2013-14. Because of the situation with the Health insurance, the Board was not able to pay post-retirement benefits that were due and payable in June.

Mr. Barone added that the insurance is over budget. He is reviewing the insurance now and believes there may be some double entries and feels he will be able to reduce this overage. He anticipates the insurance will be in a better position. A discussion as to how the City is posting the insurance took place as well as whether the Board will need to go into a reserve account to cover this overage. Discussion continued as to returning to a fully insured health insurance plan as opposed to the current self insurance. An analysis needs to be done for fully insured vs. self insurance and the cost savings realized.

Mr. Barone said he had a meeting with Paul Hiller from the City on Friday to discuss their plans for self insurance.

**Instructional Materials:** The “freeze” worked. 66.0% of the budget is expended compared with 78.9% last year, 83.0% at this time the year before. The elementary schools have used approximately 94.7% of their available budgets, the intermediate school approximately 78.3%, the high school approximately 84.2%, Spec. Ed. 105.1% and Office of Instruction 29.9%. The freeze put ordering by the Office of Instruction behind; we have processed approximately $300,000 of textbook orders through the City’s purchasing agent. Thanks to Cathy Araujo, Kathy Hudak, Tina Coppola and Gene Sullivan for their good work.

Mr. Barone reported that many items were processed with the City. And the Board has been receiving shipments already. There is a bid opening for FFE on Friday.

**Heat & Utilities:** This continues to be an area of concern in the budget.

Twelve payments have been made to UI and Direct Energy for electricity. Electricity use has moderated; projected use for 2013-14 is expected to fall to ⅔ of 1% below the three year average. Total usage has not been posted for the complete year. Electricity expenses for the year are under budget$16,663

After four billing cycles (the Board is billed quarterly) $84,835 has been paid for water vs. a budget of $60,936; this account is over budget by $24K. The Board discussed the cost paid for the water due to the water company increase, and the need to separate the field irrigation from the school water use at Long Hill School. Win Oppel wants to speak with Aquarion to see how that separation can be accomplished.
We are finally out of the heating season! YTD 340,769 CCF of natural gas have been used vs. 260,869 at this time last year; a 79,900 CCF increase compared with last year. Each school has used more energy. We used 31% more natural gas than last year and the account is $92K over budget.

With respect to fuel oil, 116,702 gallons have been dropped through June 30. This is a 23% increase over the five year average. The average price paid per gallon has been $3.45. The shortfall for this account is $75K.

This family of accounts exceeded the budget by approximately $174K.

Mark Holden made a motion to accept the L2, seconded by Win Oppel, vote taken, all in favor, motion carried.

A review of the following items from the agenda took place:

**Athletic Account:** No report

**Student Parking Fees:** No report

**Pay to Participate:** Account remains open with a small balance remaining

**Student Transportation:** No report

**Sodexo:** Contract negotiated. Superintendent and Sodexo have reached an agreement.

**Report on Facilities Projects:**

- Report on retro-commissioning proposal for SHS – a hand out was distributed. The committee met with Joe Pierz, and the sprinkler specs should be available on July 23rd. Parking lot lines repainting is done and the gym floors are being worked on now. Air conditioning damaged by fire is being replaced in the technology education room. Flag poles at girls’ softball field will be replaced by utility poles. The smaller sprinkler project is on hold. The Retrocommissioning Application to UI has been completed and the Board is awaiting a response.
- SIS: Gym floor has been resurfaced. Wiring has been completed on all good stairwell doors with magnetic hold opens wired into fire system. Rubber stair treads have been ordered to replace worn ones.
- Perry Hill School: Repainted parking lines and a discussion took place regarding the chiller size and ability to cool the building. The installation of the exterior cameras has been identified as faulty due to improper cables and boxes.
- Booth Hill School: Carpets being cleaned this month by an outside source due to process. Security camera project is complete except for training and swipe card at rear entrance.
- Elizabeth Shelton School: Resurfaced the gym floor, repainted parking lot lines, and like BHS has a fire suppression issue in regard to a hood in the cafeteria which is not tied to the electrical system.
- Long Hill School: Painted gym floor and principal’s office.
- Mohegan School: Resurfaced gym floor, security camera project completed except for swipe card at rear entrance. Poor heat in media center continues to be an issue.
- Sunnyside School: Resurfaced gym floor and repainted parking lot lines. There is an issue with the fence in the courtyard.
- Central Office: Air conditioning for the first floor will be repaired in the near future.
- General: All schools tested fine for radon except for one art classroom at SIS, and it will be retested in March. Reports have been filed with the State. All Day Kindergarten readiness is in process, carpentry, mechanical and paint, lavatory partitions replaced at ESS and Mohegan.

Meeting adjourned at 6:10 PM.

Respectfully submitted,

Patricia Lilling, Substitute Recording Secretary