

**SHELTON BOARD OF EDUCATION
FINANCE COMMITTEE REGULAR MEETING
BOE CONFERENCE ROOM D
SEPTEMBER 16, 2015**

Chairman Arlene Liscinsky called the Regular Meeting of the Shelton Board of Education Finance Committee to order at 5:00 p.m.

The Pledge of Allegiance was recited.

Roll Call:

In Attendance: Arlene Liscinsky, Chairperson, Win Oppel, Vice Chairperson (5:19 p.m. to 5:34 p.m.), and Tom Minotti.

Absent: Faith Hack (Excused); Jay Francino-Quinn (Unexcused).

Quorum: 3 members present.

Also in Attendance: Mark Holden-Board of Education Chairman, Kate Kutash-Board of Education member, Kathleen Yolish-Board of Education member, Dominic Barone-Director of Finance, Anne Gaydos and Darlissa Ritter, BOE Candidates, and Judson Crawford, Shelton Senior Center Commission.

Tom Minotti MOVED to approve the agenda, SECONDED by Mark Holden. A vote was taken with all in favor. Motion carried.

Mark Holden MOVED to approve the Regular Finance Committee Meeting Minutes of August 19, 2015, the Special Finance Committee Meeting Minutes of August 21, 2015, and the Special Finance Committee Meeting Minutes of August 26, 2015, SECONDED by Tom Minotti. Discussion: Dominic Barone read into the minutes an e-mail from Faith Hack requesting to amend the meeting minutes of August 21, 2015 and August 26, 2015 to reflect that Jay Francino-Quinn's absence was unexcused. A vote was taken to approve the minutes as amended with all in favor. Motion carried.

The committee received the Petty Cash statement as a handout.

Substitute Account: Dominic Barone brought to the Finance Committee's attention that in the substitute account, not only were daily substitutes charged, the tuition for the teaching interns was also charged. Mr. Barone said that upon a review of the last three years, it's not a significant impact. It will be segregated by account.

L2 Narrative: Dominic Barone distributed two iterations of the document – one that reflects the current balances, and the second document that shows the proposed adjustments that bring the budget in balance to show no over-expenditures. This document will be brought to the full board for vote next Wednesday.

Landmark: It is Mr. Barone's understanding that Landmark doesn't have a contract with the drivers and the aides and is still in negotiations. Dominic requested from Landmark a contingency plan in the event there's a union strike.

Facilities: A lot of clean-up work was completed in the buildings before the start of school. The new Facilities Director has shadowed Ken LaCroix for a few days. Ken's last day is this Friday. John Calhoun will start in two weeks.

High School Code Compliance: Dominic Barone distributed a chronology of events associated with this project. The State rejected the Board of Aldermen's appropriation twice. Mr. Barone received an e-mail

from Robert Ficeto of the State, indicating the Board of Education has satisfied all of its items. The City needs to create the project account and earmark the funds. Chairman Liscinsky stated she attended a Public Improvement Building Committee meeting in August and spoke to the process involved with a building project, noting her comments were echoed by a building committee member. The State is rejecting the filing of the paperwork because the City has not earmarked the money in a separate account specifically for the project. Mr. Barone said the high school project application is at the State and awaiting approval, pending documentation of the appropriation of the money by the City by showing the line item in the budget.

Sunnyside Roof and 3 School Fortification Projects: The State has indicated that each of these projects has to be tracked separately. Mr. Barone distributed the requirements necessary to apply for a grant to the Finance Committee. The requirements were taken directly from the State Handbook. The City has to authorize the Board of Education to apply for the grant, set up a building committee, and appropriate the funding. As of September 10th, the money has been appropriated and the authorizations have been granted. Superintendent Burr and Mr. Barone are putting together the Educational Specifications and enrollment projections for these projects and are working to have them done for tomorrow, 9/17, in order to present them for a vote at a Special Board of Education Meeting scheduled for tomorrow night.

New Business:

Hocon Payment Request: Mr. Barone presented a payment request to Hocon submitted to him by the City's Finance Director, who asked the BOE to float a check. Dominic's thought was that the BOE could pay Hocon what it's owed and submit a reduced surplus payment to the City. Vice-Chairman Oppel stated the City's not holding to its agreement to pay Hocon. Vice Chairman Oppel suggested that Mr. Barone contact Mr. Hiller to advise him to submit his request for the BOE to pay this bill on behalf of the City in writing and provide an explanation for the request.

Long Hill Footings: The City put in footings at Long Hill School before the start of school as part of the fortification and is requesting the Board of Education to pay the outstanding bill to the contractor. Vice-Chairman Oppel stated that this bill should be sent to Bernie Simons, Chairman of the Public Improvement Building Committee, for payment.

Energy Performance Contract: Dominic Barone met with ECG about doing an energy performance project. Dominic would like to invite them to a future meeting to present their project. The company analyzes and identifies options for savings. It's supposed to be self-funded over a projected number of years. A high-level calculation was done for the Board of Education. They think this would be a good project. The Finance Committee agreed to allow the company to come in and give a 30-minute presentation, possibly on the date of the October Finance Committee meeting.

Tom Minotti MOVED to adjourn the meeting.

Chairman Liscinsky adjourned the meeting at approximately 5:35 p.m.

Respectfully Submitted,

Eileen Victoria

Eileen Victoria, Recording Secretary

September 18, 2015

One (1) Tape and meeting documentation on file in the Board of Education's Finance Office.