

**SHELTON BOARD OF EDUCATION
FINANCE COMMITTEE MEETING
DECEMBER 16, 2015**

Vice-Chairman Win Oppel called the meeting to order at 5:03 PM.

The Pledge of Allegiance was recited.

Roll Call

In Attendance: Arlene Liscinsky, Chairperson (via Skype), Win Oppel, Vice Chairperson (via Skype), Faith Hack, Tom Minotti, Mark Holden, Darlisa Ritter, David Gioiello.

Also In Attendance: Kathy Yolish, BOE member, Kate Kutash, BOE member, Dominic Barone, Finance Director, Freeman Burr, Superintendent, Chris Clouet, Incoming Superintendent, John Calhoun, Director of Facilities.

Beth Smith, Ken Saranich, Lorraine Williams, Deb Keller, James Allen, JoAnn Allen, Bridget Boian, Michelle Piccolo, Lisa Papa, Dan Divito, Judson Crawford, and Aaron Berkowitz (Shelton Herald) were also in attendance.

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

Mark Holden moved to approve the minutes of the meeting of November 18, 2015. Faith Hack seconded the motion. A vote was taken with 6 in favor, 1 abstention. Motion carried.

The YTD Object Summary (L2) was handed out.

Benefits: Dominic Barone reported that there was a settlement of Workman's Compensation cases for \$152,603.00, which represents approximately 37% of the original liability. Kathy Yolish requested an open claims report for the next meeting. Mark Holden commented that \$60,000.00 was budgeted.

Tuition: Dominic Barone reported that the SPED population continues to increase as well as the transportation expenses. These numbers will fluctuate up and down as new students move in and out of the district.

Heat & Utilities: There is no projection yet. With the mild weather we have been having, we haven't used much energy thus far.

Support Services: We have a problem with the liability insurance. The budget will have to be adjusted due to some bad claim years and we are paying for that now.

Equipment: We are just about tapped out. There is no money left in the budget for equipment.

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

Old Business:

Dominic Barone reported that he is working on ACA reporting. It has been a challenge. He is preparing reports that need to be done for next year. It has been a group effort between the City's benefit group, the HR group and the Finance group. It is moving along, it for all out employees. They will get a new 1095 report next month.

L2 looks ok, we just need to keep an eye on our risk spots.

No report on Transportation.

Facilities Projects:

Dominic reported that he attended the PIBC meeting, along with Dr. Ritter, Ben Trabka, and John Calhoun. He informed the committee that the PIBC has been updated on the current projects. There are three main projects:

Fire code at SHS – waiting for the architect to revise plans. Once revised they will go to the BOE for approval.

Sunnyside Roof Project - No current activity. Will be rebid in the spring.

Three School Fortification – Dominic, John Calhoun and Dean Petrucelli from Silver Petrucelli went to the State for a DDR meeting on December 9th. They reviewed the initial plans. The next meeting is set for January 12th, which is the PCR meeting, which the State will then give the approval to go out to bid. Superintendent Burr commented that these projects will go out for bid in February. Money is earmarked for July 1.

John Calhoun noted that his report mimicked what Dominic said and referred to his report. Vice-Chairman Oppel asked if the three school security project was going to start in the spring or will there be any work over the winter. John responded that the work cannot begin until July 1 due to the state funding. Superintendent Burr interjected that the State funding was earmarked for July 1. It was never earmarked earlier, due to the City not getting the stuff to us until September. Both projects will be bid in February. The PIBC will oversee these projects.

Kathy Yolish asked about the review punch list of Perry Hill School. Are there a lot of things, and will most of them come from maintenance or will someone have to be hired. Dominic and Freeman said that the City and the maintenance department will handle everything. There will have to be a consultant to review the items that are beyond the scope of the maintenance department.

Kathy Yolish asked Mark Holden a question about a comment at the last BOA meeting. The comment was about \$400,000.00 that was not planned for. Mark Holden responded that what he said was there were unexpected expenses. After the budget was prepared we needed to add a new Kindergarten, first grade and ESL teacher, in addition to new special needs families moving into the district. He did not say we didn't have the money, and specifically said he was not asking for money. He was finding ways to move some things around in the budget to cover these expenses.

Arlene Liscinsky asked Dominic about the State reimbursement money. Dominic said that it is around \$4,000,000.00. Arlene wants to know what the costs are going to be. Freeman said that has not been determined yet. Dominic said that we are not at the point of closing out, there will be costs presented before any voting. Win Oppel noted that the BOE should not be spending over ten thousand dollars when it was the building committee's responsibility. Freeman and Dominic do not believe that the costs will reach that level. Faith Hack asked if the availability of the money ever expires. It does not, it is earmarked, and will be received as soon as the close out is accepted by the BOE.

There will also be a punch list for Shelton High School, unfortunately there was not time the day they visited Perry Hill School. There will be another meeting scheduled.

Dave Gioiello asked John about the Mohegan School construction. John informed the committee that there was a broken septic line. The repair had to be made under the trees, unfortunately the trees could not be saved. The BOE is paying for this repair.

New Business:

Dominic reported that during 2014-2015 it was decided to put \$150,000.00 into the Health Reserve Account out of this budget year. Now authorization is needed to make that transfer. Arlene asked Dominic if other self-insured boards of educations put monies into a reserve fund. She said that many actually have a line item in their budgets. Dominic said that all self-insured district that he is aware of has a reserve fund. He does not know if they fund it every year, but they all have a reserve fund. Some boards have a cap and keep the fund at that cap. Win explained that the reserve account was set up specifically to cover any overages in health or dental. It is only to be used for that purpose. Mark Holden mentioned that if we were an insurance company we would be closed down if there was less than \$3,000,000.00 in this account. It is in our best interest to fully fund this account.

Arlene Liscinsky made a motion to approve a transfer of \$150,000.00 from the 2014-2015 budget into the Health Savings Account. Mark Holden seconded the motion. Vote 7-0, motion carried.

Superintendent Burr recommended to have the Central Office reorganization tabled, there is a memorandum of understanding with SAC.

There was no further business to discuss.

The meeting was adjourned at 5:32 PM

Respectfully Submitted;

Tina Coppola

Recording Secretary