

**Attendance:**

David Freedman, Board of Education  
Kathy Hamilton, Board of Education  
Carla Kron, public

- **ELECTION OF CHAIR**  
Kathy Hamilton will chair.
- **CALL TO ORDER**  
The Board of Education CIP/Facility/Finance committee meeting was called to order at 1:15pm
- **PUBLIC PARTICIPATION**  
Ms. Kron indicated that she was interested in the status of the HS Auditorium
- **APPROVE MINUTES**  
None
- **COMMUNICATIONS/ANNOUNCEMENTS**  
The business director had not been in the office to get an update for the HS Auditorium issues. This item will be carried forward. Kathy to contact the Facilities Director for status. Next meeting will be after 3/19 as Mr. Freedman will be out of town until then.
- **UNFINISHED BUSINESS**
- **NEW BUSINESS**  
Discussion and possible action:

**High School Auditorium** – *Carried forward*

**Recommendations for Board of Education Non-Lapsing Account** -

*The following statute was provided to the BOE by the BOF:*

**10-248a. Unexpended education funds account.** For the fiscal year ending June 30, 2011, and each fiscal year thereafter, notwithstanding any provision of the general statutes or any special act, municipal charter, home rule ordinance or other ordinance, the board of finance in each town having a board of finance, the board of selectman in each town having no board of finance or the authority making appropriations for the school district for each town may deposit into a non-lapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education for the town, provided such amount does not exceed one per cent of the total budgeted appropriation for education for such prior fiscal year.

*The BOF has recommended the following process & provided some comments. They are looking for our input as they compose the regulation:*

BOE identifies funds, in accordance with statute, to be placed in non-lapsing account. Time frame recommended is within the last quarter of the fiscal year and allowing enough time for the BOF to meet and act on. Source of funds should be identified as well as any anticipated future use, although not necessary.

BOF meets and acts on BOE request and places funds into non-lapsing account designated for BOE future use.

Funds remain in account until request is formally made by BOE.

BOE submits request to BOF and establishes purpose for use of funds. Request should follow process identified and consistent with a special appropriation request.

BOE provides rationale and justification for request as well as any necessary financial impact statement should the funds be part of a longer-term obligation.

BOF meets and formally acts on request as well as providing a summary to the Legislative Council.

Consideration needs to be given to the maximum amount that can be held in the account. Perhaps a limit should be imposed such as ½%.

What about a limit on how much you can take out of the account?

Funds in account are for BOE use.

Request should follow the process of an appropriation and be identified much like other funds (i.e. Park and Rec funds)

Consideration should be given to the fact that the charter requires certain amounts to follow a certain process for approval and that this may or may not be appropriate for this particular process.

***The committee discussed statute and has the following questions to research:***

- 1) *Contact CCM as to whether other towns have implemented this statute*
- 2) *Why does the proposal limit amount of ½% to be held in the account?*
- 3) *Should there be a limit as far as removing money from the account?*
- 4) *What if any role should the capital non-recurring account play?*
- 5) *Need to discuss with Business Director as to the timing.*

**Future Discussion Topics for Committee– Carried forward**

- **PUBLIC PARTICIPATION** - None
- **ADJOURNMENT** – Meeting was adjourned at 2pm.

Submitted: Kathy Hamilton, CIP/Facilities/Finance Committee Chair

