

MINUTES OF THE REGULAR OCTOBER MEETING OF THE BOARD OF EDUCATION'S BUSINESS AND FACILITIES COMMITTEE

Monday, October 5, 2015

Chairman Paul Checco called the meeting to order at 5:40PM.

Members in attendance were Chairman Checco and Steve Harding; Tara Learner was absent. Also in attendance were Superintendent John Barile, Business and Operations Director Al Cameron, Facilities Director Tom Tibola and Accounting Supervisor Joan Reynolds.

There was a Public Comment portion of the meeting; nobody from the public chose to speak.

Al Cameron reviewed the Board of Education Financial Reports . He began by reporting on the year-end close for 2014-15. He reported the Town and BOE have resolved the open issues regarding the General Fund. Total BOE Expenditures from the General Fund were \$38,455,349.23; leaving a unspent balance of \$125,121. The \$125k consisted of \$42k reported as unspent when the ED001 was completed, an open purchase order for \$28k which was closed and moved to "cash- to-capital" and \$55k for a portion of the forensic audit that was recorded twice.

Mr. Cameron went on to clarify the difference between the numbers reported by the Town and the BOE. The town reports that the BOE under spent it's budget by \$274,651. The Town includes in the BOE budget amount a supplemental appropriation of \$150,000 that was made to cover budget shortfalls that resulted from legal settlements or the forensic audit. The hiring and spending freezes imposed by the Board saved enough money that those costs were able to be included with-in the original appropriation, without the Board taking advantage of the supplemental appropriation. The following table explains:

	Town	BOE
2014/15 Approved Budget	\$38,580,000	\$38,580,000
Supplemental Appropriation	\$150,000	Not required/Not included
Total Appropriation	\$38,730,000	\$38,580,000
Reported Spending*	\$38,455,349	\$38,455,349
Unspent Balance	\$274,651	\$124,651
* These are preliminary, un-audited figures.	.	There is a \$470 difference compared with the \$125,121 reported above due to rounding the BOE budget down.

Mr. Cameron reviewed the 2015-16 YTD Object Summary, with commentary on activity within each "super object". The Committee reviewed the check registers and Over \$1,000 Report; questions were asked and answered regarding a number of transactions.

The Committee moved on to "Old Business." Tom Tibola reported that bids will be received on the BHS auditorium roof project on Thursday, October 8. Tom expects an award can be made quickly and believes the work will be completed before Thanksgiving. Tom also reported on the water/pump house project at BHS and on TSO security upgrades. Tom reported on the progress in School Dude and on the maintenance vehicles that were recently purchased. A discussion took place regarding the recent Milone & MacBroom Study and future facilities needs.

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Supt. Barile reported on 2016-17 Budget Building process. A discussion took place regarding underlying budget assumptions.

Al Cameron reported on the Process & Procedure, UCOA and Financial Software project. After completing the RFP process and completing interviews, he and Bill Leverence, the Town Controller, support the project and recommend that the Town and BOE enter into a contract with BlumShapiro to complete the work. Chairman Checco and Mr. Harding agreed to recommend the Board enter into a contract with BlumShapiro; the funding to come from the 2015-16 capital budget.

The Committee considered "New Business". Al Cameron reported on the possibility of conducting bids for electrical generation service; he will gather more information and report back. Supt. Barile reported on the difficulties of attracting substitute teachers and paraprofessionals. He briefly reviewed the existing Pay Rate for Substitute Teachers and previewed a Teacher development program that may partially address the issue.

The meeting adjourned at 7:00PM.

Respectfully submitted,

Allan Cameron
Secretary