

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

Wednesday, May 11, 2016

Mrs. Lerner called the meeting to order at 8:35AM.

Members in attendance were Tara Lerner and Paul Checco (@8:37). Also in attendance were Superintendent John Barile, Business and Operations Director Allan Cameron, Accounting Supervisor Joan Reynolds, Facilities Director Tom Tibolla and Dan Caldwell, Maintenance Mechanic. Mrs. Sturdevant was unable to attend.

There was a Public Comment portion of the meeting; Rich Saluga spoke.

Mr. Cameron began a discussion regarding the YTD Object Summary. He reported the Teacher and Administrator Salaries budget is projected to fall below budget by \$156K. He reported that Support Staff Salaries are projected to fall \$57K below budget. He noted that the Board's practice of "salarizing" hourly employees makes it difficult to manage and project the hourly payroll.

Regarding Employee Benefits, he reported the Board's contractual contributions to the employees HSAs, recorded on the BOE books in April, resulted in \$302,000 being added to the Health Insurance line. He also reported that a journal entry in the amount of \$180,250 was made for Worker's Compensation expenses - already paid to CIRMA by the Town. He projected that Benefits would fall below budget by \$224K.

He reported \$144K is available in the Instructional Materials account. Dr. Ruby has been working closely with the schools to insure that any expenditures align with and support the District Goals; \$135K is being held to "protect" against projected over expenditures in other areas. In Professional Services he reported there is \$145K available in the Program Improvement & Professional Development portion of the account; there are overspends of \$41K in the business portion of the account due to the forensic audit and New World training and of \$345K in the Special Services portion of the account.

In the area of Student Transportation he reported the Board has been reimbursed by the Town for a payment made by the Board on a Town lease. There continues to be a projected \$350K over-budget situation in the Special Ed. Transportation.

In the Tuition account he reported that a projected \$456K over budget situation, again driven by Special Education.

In the area of Plant Maintenance & Supplies, he reported there may be slight overages in this area, they are expected to be relatively minor. Mr. Cameron commented and the Board members agreed, very good progress has been made in this area this school year.

Expenditures in Administrative Services and Supplies increased very slightly since March.

In summary, he reported that although many of the major budget areas are under control, the projected overages in Special Education Professional Services, Transportation and Tuition are likely to exceed the BOE Spec. Ed budget plus the Special Education Excess Cost grant - exposing the total BOE budget to a potential over-budget situation. To avoid this, reductions have been made in other areas of planned spending, such as Instructional Materials and Program Improvement and Staff Development.

Mrs. Lerner reported she has completed her review of the April Object Summary and Check Register and found everything in order.

In Old Business, Mr. Tibolla reported the BHS water project bids were opened. Two bids were received; one bid was \$312K the other \$440K. These bids were well over budget. Mr. Tibolla reported Aquarian estimated it would cost \$600K to bring a 12" water main to BHS. A discussion took place regarding possible ways to resolve the water situation at BHS. Mr. Tibolla will work with Lenard Engineering regarding the project scope. Mr. Tibolla reported that the School Facilities Unit would not offer a grant to help underwrite the project. Since BHS is designated as a "refuge" in an emergency, Mr. Checco thought grants from other sources, i.e. Homeland Security, FEMA, etc. should be investigated. Mr. Checco will discuss the project budget with Mr. Dunn.

The TSO security project is nearly finished; only a new "pick proof" strike plate remains to be installed and the project will be complete. It is tied into the Police Department server.

Regarding the BHS roofing project, Mr. Checco reported that he is waiting for two additional proposals for architectural services. An award will be made after the final proposal is received.

Mr. Tibolla distributed a "draft" of a bid specification he prepared for the BHS auditorium sound, lighting and video project. Supt. Barile asked that additional emphasis be put on the video portion; he believes the video projection and recording capabilities of the facility will be used more extensively than the stage lighting portion. Mr. Checco stated building flexible staging for lighting is a possibility; lights can be rented. Mrs. Lerner agreed that improving the video capabilities of the facility should be a more important part of this project.

The committee members acknowledged they have received recent School Dude reports.

Mr. Cameron reported the public hearing on the Town and BOE budgets took place on May 3. The vote is scheduled for May 17.

Supt. Barile reported on the transition to the Ct. Partnership 2.0 Health Insurance plan. The open enrollment is nearly complete (only two or three employees have not responded); the transition is "on track".

Mr. Cameron reported one Food Service Management Company proposal was received. A volunteer is needed to assist staff with the bid evaluation; Mrs. Lerner volunteered.

BlumShapiro. Supt. Barile reported agreement was reached with the union leadership to resolve the "pay-in-advance" situation. Beginning July 1, 2016 each individual involved will have a salary reduction agreement that will specify the amount due and the amount collected to assure that all the money due is collected. Payments will be made by the end of December, 2016.

Mr. Cameron reported the Town's Educational Cost Sharing and Special Ed. Excess Cost grant amounts have not been finalized at this time; a special meeting of the legislature is required.

Mr. Cameron reported that according to Mr. Dunn, the State Department of Education is going to drop its claim(s) against Brookfield for reimbursement resulting from the BHS renovation project. In October, 2015 the claim exceeded \$3MM; it has been reduced to zero - this is great news for the community. Big Thanks to State Rep. Steve Harding and volunteer Mark Dombrowski for their persistent assistance.

Supt. Barile reported Mr. Cameron has submitted his resignation, effective June 30, 2016.

The meeting adjourned at 9:43AM.

Respectfully submitted,  
Allan Cameron, Secretary

