

**BOARD OF EDUCATION, NEW FAIRFIELD, CT**  
**Business Operations/Resource Management Subcommittee Meeting**

Name of Subcommittee: BO/RM Meeting type: Regular  
Date of Meeting: 4/20/21 Minutes submitted by: K. LaTourette  
Members present: Dominic Cipollone, Greg Flanagan, Kimberly LaTourette, Ed Sbordone  
Members absent:  
Other attendees: Patricia Cosentino, Rich Sanzo, Rick Regan  
Place of meeting: BO/RM Subcommittee (4/20/21 at 6:30 p.m.)  
Web: <https://zoom.us/j/95826551281> Dial In: (929) 205-6099 Meeting ID: 958 2655 1281

**Meeting called to order:** at 6:31 p.m.

**II. Approval of Minutes**

A. March 18, 2021 – Regular

**Motion:** To approve minutes of the March 18, 2021, regular meeting as presented

Made by: Kimberly LaTourette

Seconded by: Greg Flanagan

**Recording of vote:** All in favor

**III. INFORMATION ITEMS**

**A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2020-21 at March 31, 2021** - Dr. Sanzo briefly reviewed the actuals, then moved on to the projections. We are about 73% committed - very much aligned in prior years. Deficit has not changed in the past several months. Most deficits are in SPED services and out-of-district placements and transportation. We have four students being transported (there are 12 NF students attending the school) to the Magnet School in Danbury. We will have more numbers once the grant gets processed.

**B. Quarterly Summary of Budget vs. Projected Year-End Expenditure/Encumbrances Report for FY 2020-21 at March 31, 2021** – There is an improvement from last month. The deficit is projected at \$350,000 at the end of the school year. Last month it was \$75,000 more.

Utility Bills received for March – There is less variability in weather for the rest of the year and we are expecting to be right on budget, plus or minus a little bit. We did not have as much electric coming from our ventilation as expected. We also had some periods of remote learning.

Surplus in the Payroll lines - We have not had the number of substitutes that we have normally had. It was a challenging year to get subs.

School Lunch Fund - We are waiting for ESSER III money usage guidelines. We may be able to make up for loss of revenue with lunch programs with this. We need more clear guidance on this. We just filed our claims report for meals served - almost doubled in March. Kaycee Czyzak began the weekend meal program that has been popular. We may see if we can offer meals for a couple of weeks post school ending for students.

Special Education - We had a high-cost outplacement this year that was not anticipated. It was definitely needed, but without that, we may not have a deficit at all. Greg asked if we have a handle on the SPED costs for next year. Dr. Sanzo said he will speak with Katherine Matz.

**C. Google Vault Reconciliation - January 1, 2021 - March 31, 2021** - Direct export of the Google Vault log was received and compared to entry reason log with Tech Department. There were two accesses that were appropriate and recorded appropriately. One was for this report for this meeting, and one was for a FERPA request.

#### **IV. ACTION ITEMS**

**A. Eversource Energy Opportunities Program** - Dr. Sanzo investigated if Eversource was offering anything to offset some of the additional cost due to running the systems more because of COVID. They are not offering any direct credits for normal utility usage. He did learn that they were offering higher than normal energy efficiency rebates as a result of the pandemic. Phil Ross and Dr. Sanzo reached out to Green Leaf Energy Solutions. We have worked with them before with lighting. They asked if there are any energy efficiency programs that would match up with some of our capital projects. They will put together a multi-phase project to address the projects that will occur at the Middle School. We have identified four different projects at the MS where a large amount of the cost of the project is likely to be paid for by Eversource. Three are related to the HVAC in the gym and how we heat the MS building. They run on motors and fans that are not variable. When they are on, they run at full speed and "full cost." The lighting in the gym is starting to fail and will need to be replaced, and we are looking at LED lighting. The cost of the project is \$122,000. Eversource is estimating covering \$52,000. The cost would be offset by the number of kW used and the payoff would end up being around four years. In order to pay for this cost, Eversource offers 48-month interest free on bill financing for these projects. We would pay for this each month through their bill that would be offset by the savings. We would like Green Leaf to submit this to Eversource to confirm the rebate that we would receive.

**Motion:** To authorize Dr. Sanzo to submit the New Fairfield Middle School Energy Project to Eversource for review and to bring this to the full Board.

**Made by:** Ed Sbordone

**Seconded by:** Dom Cipollone

**Recording of vote:** Aye – Unanimous

#### **V. OTHER - none**

**Motion to adjourn:** Made by: Ed Sbordone

Seconded by: Greg Flanagan

Recording of vote: Aye – Unanimous

Meeting adjourned at: 7 p.m.