

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

Name of Subcommittee: BO/RM Meeting type: Regular  
Date of Meeting: 12/15/22 Minutes submitted by: K. LaTourette  
Members present: Greg Flanagan, Amy Johnson, Kim LaTourette, Ed Sbordone  
Members absent:  
Other attendees: Ken Craw, Carrie DePuy, Dom Cipollone, BOF Chair Wes Marsh  
Place of meeting: Meeting Access: BO/RM Subcommittee (12/15/22 at 6:00 p.m.)  
Web: <https://zoom.us/j/96449156650> Dial In: (929) 205-6099 Meeting ID: 964 4915 6650

**Meeting called to order:** at 6:01 p.m.

**II. Approval of Minutes**

**A. November 17, 2022 – Regular**

**Motion:** Made by: Greg Flanagan Seconded by: Amy Johnson

To approve the minutes of the November 17, 2022, regular meeting as presented

**Recording of vote:** Aye – Unanimous

**III. INFORMATION ITEMS**

**A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances Report for FY 2022-23 at November 30, 2022 -** Carrie DePuy said that our spending is slower as compared to last year. She flagged oil, gas, and diesel and they are looking better than it was. We were able to lock in 60,000 gallons, and we have 30,000 gallons left. She is projecting an \$87,000 negative after we purchase those. Outside evaluations and transportation costs are trending high right now. She is hoping we can use some grants to help offset these costs. The \$29,000 transportation cost is due to Magnet School transportation and will be funded with a grant. Greg asked about athletics and mentioned the gates fee and pay-to-play money. Carrie said that there is a purchase order (referees) that was overstated and needs to be lowered. Ed asked if that included the football revenue, and it does not. Greg mentioned the increase in pay-to-play, and that is put into the athletic budget.

**B. FY 24 Capital Improvement Plan**

Carrie shared a document concerning the 10-year capital plan. She has prioritized the projects, and HVAC and security were among them. The tank removal at the Middle School is on the list and needs to be done by 2025 for the state. Some of the interior flooring needs to be replaced in the MS as well. District wide, there are two trucks that needs to be replaced, a plow truck and another vehicle. Ed Sbordone asked about the insurance that the district pays on the tank, and if there would be a cost saving if we removed it sooner. Wes Marsh mentioned that the roof project may need to be bonded. It is something to consider.

**C. Request to Board of Finance for Surplus Funds**

At our last meeting, the BOE approved to make a request to the BOF for the surplus funds. Dr. Craw identified six items that are priority that could help for our FY 24. The list included the oil tank, MS flooring, a dump truck, replacement van for students, three AC units for MHHS due to student IEP needs, and the MS HVAC system commissioning/evaluation work. All of these items equal \$531,255. Ed Sbordone mentioned the \$358,000 and made a recommendation of how it could possibly be used.

**D. Consolidated School Building Project Update**

Carrie DePuy mentioned demolition of the Consolidated School building. It would be good to

drain out most of the water and be able to shut down the heat to save some money. We are hoping the demolition will go out to bid in January. Mitchell may be able to come and drain what oil is left in the tank, which is about half. We would be credited for that as well. Dominic asked why the bid has not been handled already and what the delay has been. It is being held up with zoning and the bus lot issue. We are spending money and have these added costs when the building may not be coming down until spring.

New Fairfield High School is progressing on time. Summer logistics and transportation are being reviewed. The Consolidated School playground is open with the one structure closed until spring. The bus loop is still in progress. We need signage and painting to be done, as well as the curb modification, which may be a problem. Busses are not able to make that turn without cars being out of the way. The wrong sized bus was used. They measured using the flat-nose busses, which we do not have. These mistakes should not occur at the High School because the engineers are making sure they use the correct measurements for the correct type of busses.

#### **E. Budget Book/Document Framework**

On January 12th, the BOE will receive our budget document. The presentation will take place by the Superintendent on January 19<sup>th</sup>. It will be in a similar format as we have had in the past. Dr. Craw plans on being as transparent as possible with the added section of the staffing certifications and placements. He plans on having a running document for questions so that he can get us answers. BOF Chair Wes Marsh mentioned the surplus funds and the problem that we have with the medical reserve fund. We will have to put more money into the medical fund. The BOF will be discussing the medical problems. The reserve fund will be going into the negative. He suggested telling our budget as a story and to include as many results/ROI as possible.

#### **IV. ACTION ITEMS - none**

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

#### **VI. ADJOURNMENT**

**Motion to adjourn:** Made by: Greg Flanagan  
Recording of vote: Aye – Unanimous

Seconded by: Ed Sbordone  
Meeting adjourned at: 6:48 p.m.