

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

Name of Subcommittee: BO/RM Meeting type: Regular
Date of Meeting: 5/15/25 Minutes submitted by: Kim LaTourette
Members present: Amy Johnson, Kim LaTourette, Ed Sbordone
Members absent: Greg Flanagan
Other attendees: Ken Craw, Carrie DePuy
Place of meeting: Meeting Access: BO/RM Subcommittee (5/15/25 at 6 p.m.)
Web: <https://zoom.us/j/96892949473> Dial In: (929) 205-6099 Meeting ID: 968 9294 9473

Meeting called to order: 6:00 p.m.

II. Approval of Minutes

A. April 22, 2025 – Special

MOTION: Made by: Ed Sbordone

Seconded by: Amy Johnson

To approve the minutes of April 22, 2025 as presented.

Recording of vote: All in favor.

III. INFORMATION ITEMS

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances vs. Projected Year-End Expenditure/Encumbrances Report for FY 2024-25 at April 30, 2025 - Carrie

DePuy joined the meeting and said that we are in line with our spending. She is watching some fluctuations and mitigating legal with negotiations and residency hearings, as well as SPED, some HR/nurses (now fully staffed), technology has some encumbrances coming in, and business machines, the magnet grant will have some money moved around, and utilities (over electric and oil), contracted services (we are working hard to staff within). Michelle Delcourt has done a great job taking in building rental fees to cover for custodians. We are also looking at a minimal surplus, our unexpended funds are minimal.

B. Town Solar Project - Carrie shared that the town is moving forward with a lease and that will impact the HS. We should see an impact on our electric bill sometime next year. It is still in the beginning stages.

C. Summer Project Update - There are several items that will be worked on over the summer, including the following: the new PPS office will be complete in June, the new classrooms will be worked on, the underground storage tank, site work will begin for the above ground tank, start working on the masonry outside the G-lobby on the wall that is crumbling, painting the MS library, repairing the stadium stairs, and the "rocks" for CONS and MHHS which may be utilized at the HS to help deter people from driving onto the fields. There was not an additional update from last meeting on the track and field. Work will begin on July 16th and should be done in August.

D. Audit Update - Carrie is working on four audits for old state projects, so hopefully we will see some money coming our way. It is all done on paper and not electronically, so it does take quite a bit of time to complete. These projects go back to approximately 2009. There are some items from the town audit that Carrie is working on, but nothing major at all. Ed Sbordone mentioned that the BOE is trying to get a subcommittee together to review the audit.

E. Bus Lot Update

A meeting took place on Monday and CONS was voted on by the BOE and PBC as the site for the permanent bus lot. It will be discussed at the regular meeting. PBC met on Tuesday and discussed next steps and will be working closely with the state to transfer funds.

IV. ACTION ITEMS - None

V. OTHER – None

VI. ADJOURNMENT

Motion to adjourn: Made by: Ed Sbordone

Recording of vote: Aye – Unanimous

Seconded by: Kim LaTourette

Meeting adjourned at: 6:20 p.m.