

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

Name of Subcommittee: BO/RM

Meeting type: Regular

Date of Meeting: 9/18/25

Minutes submitted by: Kim LaTourette

Members present: Greg Flanagan, Amy Johnson, Kim LaTourette, Ed Sbordone

Members absent:

Other attendees: Ken Craw, Carrie DePuy, Dominic Cipollone (arrived at 6:05 p.m.)

Place of meeting: New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

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

II. Approval of Minutes

A. May 15, 2025 – Regular – Approved by consensus

III. INFORMATION ITEMS

A. Monthly Summary of Budget vs. Actual Expenditure/Encumbrances for FY 2025-26 at August 31, 2025 - Carrie DePuy shared that we are about 66% expended. Similar to last year. Keeping an eye on copies, and will be using paper cut with some teachers to set a limit. We are better than we were last year, but will monitor. Another item that she is keeping an eye on is electricity. We are locked in for 2 more years on supply. Delivery and public charge are the issue. Patty Mota is working on a rebate for the new stadium lights.

*Dominic arrived at 6:05 p.m.

B. FY 25 Update – We ended with 99.9% expended and an amount of \$59,285 in surplus right now, but that may change. Excess cost has definitely helped this year to cover the unexpected costs of legal expenses of \$80K due to negotiations, electricity, bus monitors. We received extra appropriation from the state because of SPED that also helped cover increased costs of SPED. We have \$85,000 in current encumbrances - \$62K is SPED - so Carrie has been working with staff to close out orders and to find out what is outstanding. We can't close SPED until the service has been provided or not.

C. Bollards - They have all been installed at the HS, MS, PPS offices, and by the fencing.

D. Google Vault Reconciliation at August 31, 2025 - Everything looked good. Nothing out of the ordinary.

IV. ACTION ITEMS

A. FY 24 Unexpended Funds - We had multiple places where we had to move funds to. We were able to mitigate them. Allocated funds upon approval are for leased AC units for the MS for SPED students, and we have set some money aside for the MS for future use when it is needed, emergency elevator repair at the elementary school, the emergency playground repair for equipment (outside of original design), district offices, shared services study . . .

Motion: To bring FY 24 Unexpended Funds to the full Board

Made by: Greg Flanagan

Seconded by: Amy Johnson

Recording of Vote: All in favor

B. FY 25 Budget Transfers - These are clean up for fiscal year 2025 to show the balanced budget - utilities, pension . . .

Motion: To bring FY 25 Budget Transfers to the full Board

Made by: Greg Flanagan

Seconded by: Amy Johnson

Recording of Vote: All in favor

V. OTHER - At some point, we will need to replace a golf cart for the athletic trainer. We will need to keep that on our radar.

VI. ADJOURNMENT

Motion to adjourn: Made by: Greg Flanagan

Recording of vote: Aye - Unanimous

Seconded by: Kim LaTourette

Meeting adjourned at: 6:50 p.m.