

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

Name of Subcommittee: BO/RM Meeting type: Regular  
Date of Meeting: 12/19/24 Minutes submitted by: Greg Flanagan  
Members present: Greg Flanagan, Amy Johnson, Ed Sbordone  
Members absent: Kim LaTourette  
Other attendees: Ken Craw, Carrie DePuy, Phil Ross, Samantha Mannion, Dom Cipollone  
Place of meeting: Meeting Access: BO/RM Subcommittee (12/19/24 at 6 p.m.)  
Web: <https://zoom.us/j/92393628395> Dial In: (929) 205-6099 Meeting ID: 923 9362 8395

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

**Motion:** To add Information Item III G- Building Project Update  
Made by: Greg Flanagan Seconded by: Ed Sbordone  
**Recording of vote:** All in favor

**II. Approval of Minutes**

**A. November 7, 2024 – Regular**

**Motion:** To approve the minutes of November 7, 2024, as presented  
Made by: Greg Flanagan Seconded by: Ed Sbordone  
**Recording of vote:** Approved by consensus.

**III. INFORMATION ITEMS**

**A. Month Budget Summary vs. Actual: Monthly Summary of Budget vs. Actual Expenditure/Encumbrances vs. Projected Year-End Expenditure/Encumbrances Report for FY 2024-25 at November 30, 2024** - Carrie reports we are currently at 75% and last year at this time 84.7%. There is an extra pay period in there compared to last year. We are running a deficit on Athletics due to later year contribution and business machines due to paper.

**B. Utilities Update** - Carrie was able to lock in at \$2.56/gallon for oil which is a savings over last year(\$2.70/gallon). We were unable to lock in diesel price due to not being able to get in touch with town decision makers. Carrie will continue to closely monitor.

**C. Solar Update** -Town in RFP for solar that will include placing solar panels on the roof of the high school. Solar companies who are looking to make a bid on project will be walking the grounds on 12/20/24. More information to follow. Ed noted he would hope any electricity generated from panels placed on school properties could be used directly to offset BOE energy costs.

**D. Food Service** - Carrie would like to make a one-time gesture to our food service company to recognize their great service during the difficult period when the HS cafeteria did not have propane. The stipend would not exceed \$4k and would come from the Food Service Account which has approximately \$1.5 MM balance. Greg emphasized the importance to make it clear it was a one-time stipend.

**E. Capital Improvement Plan** - Carrie noted for our 2024-25 school year we are in process on transportation van, MS carpet replacement, and district storage garage. We have completed stadium lighting and have committed to track and turf replacement in June, 2025. MS intercom system replacement also complete. Holding off as of now in MS recess area over rising cost concerns. For 25-26 we are awaiting more details which will be shared on initial 2025-26 budget presentation in January meeting. Ed noted that the Capital Improvement committee is

looking for a 10-year plan. Both Dr. Craw and Phil Ross commented on the difficulty in accurately compiling 10-year plans and the importance to continuing to execute on the current five year plan in place.

**F. Shared Services** - Last year, the town and BOE broke out the HR services and no longer share them. IT is still shared with Town and that agreement was updated. Financial Services is an area the BOE may want to further evaluate separating out from the town due to inefficiencies. More conversation and research to follow.

**G. Building Project Update** - Propane company is examining some piping to classrooms for further testing. Consolidated building is down and site is being prepped for winter. The January 8, 2025, Zoning meeting will finalize plans on site grading in the spring that could result in cost savings. Turf/Track contract signed and construction commences on June 18, 2025.

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

##### **A. Unexpended Funds**

**Motion:** To bring to the full BOE the unexpended fund transfers as presented.

Made by: Ed Sbordone.

Seconded: Greg Flanagan.

**Recording of vote:** All in favor.

##### **V. OTHER** - None

#### **VI. ADJOURNMENT**

**Motion to adjourn:** Made by: Greg Flanagan

Seconded by: Ed Sbordone

Recording of vote: Aye – Unanimous

Meeting adjourned at: 6:54 p.m.