

Finance Committee

Minutes- March13, 2017 Finance Committee Meeting

PLACE: Shepaug MS/HS Resource Room

1. Meeting called to order 5:10 PM

Members present: COMMITTEE MEMBERS:

Valerie Andersen, Chair

Absent: Anthony Amato Michelle Gorra

Also present were Robert Giesen, Director of Finance

Patricia Cosentino, Ed.D, Supt

Chairman's Report –

Request for a review of non-resident tuition rates was received from Bridgewater and a future meeting of the finance committee will discuss as agenda item.

Budget workshops with the Superintendent and staff were scheduled and as in past town finance members and selectman were invited. No one attended this year during the formation of the budget.

2. Acceptance of Minutes-(February 23, 2017) Approved

4. Review of Financial Report

a) February 28, 2017

The unexpended balance from appropriations is \$438,689 or 2.1% of the approved budget. This is reduced from last month 3.2% and slightly lower than last year which was 2.4% at the same time.

The accounts, by object code, were reviewed as well as the overall budget and show the following:

100 series- Salaries are under budget by \$334,725 as a result of staff replacements with lower replacement costs as well as grants received to offset ELL and Paraprofessionals for more than budgeted amount. The certified staff substitutes are over budget but offset by certified staff salaries. Other accounts are tracking to budget with exception of additional days needed in the Computer Technology line.

200 series- Employee Benefits are under budget by \$591 with the majority coming from a favorable final medical insurance renewal under budget by \$80,275 offset by the classified pension over budget by \$104,322 which was anticipated as a result in the changes in the assumed actuarial interest rate of return decrease as well as the change in mortality tables to reflect a longer life expectancy. The remaining accounts are within budget.

300 series- Purchased Professional & Technical Services This category of expense is over budget by (\$359,607). The change is primarily from professional services that were authorized for continuation of the Agriscience development of schematic design plans for the next two months in the amount of \$114,800 as well as anticipated continuation of work to June. Other accounts in this group are trending to budget.

Approved May 01, 2017

400 series- Purchased Property Services, is over budget by (\$26,948) at this point. The 430 account, Building Repair & Upkeep, is over budget primarily as a result of unforeseen building repairs. This situation will continue for the rest of the year. In the 431 account, Equipment Repair & Maintenance, this is projected to be over budget by (\$6,488) and is a result of Facilities department being over budget for truck repairs. A positive factor is the result of a security grant which was applied for previously and only received this year in the amount of \$37,176. All other accounts are tracking to budget.

500 series- Other Purchased services – This is under budget by \$303,998. Transportation expenditures are under budget by \$117,320 as well as Special Education tuition expenditures being under budget at \$190,326 make up most of the account being under budget. In addition Other Purchased Services are also under budget by \$25,078. Accounts over budget is the Flood Insurance (\$4,970) as well as the Internet Service (\$9,900) formerly provided by the state and now the responsibility of the local board.

600 series-Supplies- This is under budget by \$121,186 as a result of savings from consortium bidding for supplies, software, electricity, heating oil, and diesel fuel. All accounts are under budget at the current time.

700 series-Property & Program Improvements- Spending remains under budget by \$61,529.

800/900 series-Dues & Fees / Debt Service the accounts are under \$3,215 with savings in Dues and Fees account.

5. 2017/18 Budget

a) Latest Enrollment update

The decline in enrollment was reviewed as it relates to some of the staffing changes being proposed in the budget.

c) Review of staffing changes

The superintendent reviewed the staffing changes that are proposed for the 2017/2018 budget which will be considered and reviewed by the board.

6. Other Business-

a) Possible motion on transfer to 1% Capital Reserve Fund of unexpended appropriations at 06/30/2017.

It was discussed and recommended to include this on the agenda of March 27th along with the 2 motions from the meeting on the February 23rd for the funding of Capital items as well as the funding for the items under the Elementary Capital reserve fund.

7. Public Comment

None

8. Adjournment at 5:55 PM

Valerie Andersen, Chair