

Groton Board of Education  
Finance/Facilities Committee Special Meeting Minutes  
March 21, 2016  
6:00 p.m.  
School Administration Building, Room 11

**Members Present:** Gary Baker, Katrina Fitzgerald, Jay Weitlauf

**Also Present:** Mike Graner, Susan Austin, Sam Kilpatrick, Don Meltabarger, Denise Doolittle, Seth Danner, Kevin Trejo

Chairman Weitlauf called the meeting to order at 6:04 p.m.

1. Review of the minutes of November 16, 2016

**MOTION** – Fitzgerald, Baker: to approved the minutes of the November 16, 2016 meeting. Motion passed 3-0.

2. Update regarding the Greenhouse Proposal – Three students, Nate Mansfield, Anthony Hillario, Nishant Patel, from the Manufacturing and Technology class at Fitch High School, made a presentation of the proposed construction of a Greenhouse at Fitch High School. The estimated cost of the Greenhouse construction is \$25,000.

**MOTION** – Fitzgerald, Baker: to forward the proposed construction of the Greenhouse to the full Board recommending an approval. Motion passed 3-0.

3. Discussion & Possible Action regarding a proposed PPT Facilitator

**MOTION** – Fitzgerald, Baker: to forward to the full Board the appointment of a PPT Facilitator recommending approval of this position. If approved, it will be reviewed in July of 2016. Motion passed 3-0.

In July of 2016, the impact of the PPT Facilitator on the administration of the out-of-district special education program will be determine.

4. Discussion and possible action regarding a Hiking Club Stipend – The committee recommended the use of elementary after-school sports stipend to fund the program. The elementary sports stipend will be available in FY 17 to all elementary schools.

5. Discussion and possible action regarding the appointment of an additional .5 preschool teacher

**MOTION** – Fitzgerald, Baker: to forward the proposed additional .5 preschool teacher to the full Board recommending approval. Motion passed 3-0.

6. Director of Buildings and Grounds Report – Mr. Kilpatrick reported completion of asbestos removal project at SBB in room 7; the problem was caused by a leaking roof. Mr. Kilpatrick also reported that Groton Utilities is testing the water at each building.
7. Business Manager Report – Mr. Meltabarger reported that the Object Code Summary currently has an unexpended balance of \$178,708; that amount is \$57,000 less than was reported at the end of January due to increases in tuition. Mr. Meltabarger provided the current Health Insurance cost summary including the February activity; at this point, the Health Insurance Reserve for FY 16 is \$1,055,604.
8. Update regarding the revised FY 17 CIP – Dr. Graner explained the FY 17 CIP process. In September, the Board of Education approved \$1,270,000 request to fund two asbestos removal projects and a construction project of MM Parking lot. In January 2016, the Town’s Planning Department revised the FY 17 CIP request and reduced the amount to \$1,081,000. The final CIP request was further modified in late February; the district has sufficient funds for two asbestos projects planned for the summer of 2016 and the summer of 2017. As a result, the FY 17 CIP asbestos request was postponed until 2018. The project for MM Parking lot was also revised. The FY 17 still contains \$80,000 for the planning of the new Parking Lot and the \$420,000 cost for construction was postponed to 2018.
9. Presentation of the study of GPS Special Education Transportation – Dr. Graner and Mr. Meltabarger explained that Futures Education proposed to conduct a study of the district’s special education transportation. At this point, the committee decided that the study will not be conducted. No further action will be taken at this time.
10. Update regarding NEA Magnet School Transportation – Mr. Weitlauf and Dr. Graner reported that they met with Patti Gomez, the Transportation Coordinator, and determined that two additional buses may be needed to transport the Intra-district Magnet students to NEA. The specific needs for transportation will have to be determined when the students are enrolled in the program.
11. Update regarding Natural Gas – installation with dual fuel burner – Mr. Kilpatrick updated the committee regarding installation of natural gas line to FHS.
12. Discussion and possible action regarding unexpended balance of FY 16 budget  
  
**MOTION** – Fitzgerald, Baker: to recommended that the Board adjust the health insurance contribution to the Town to reflect current experience, and to allocate \$600,000 of the unexpended balance to be transferred to the Town effective March 31, 2016. Motion passed 3-0.
13. Update regarding Technology Grant and Replacement Plan – Dr. Graner updated the committee regarding the \$98,000 grant; the plan is to use the funds to purchase Chromebooks for FHS.

The meeting adjourned at 9:00 p.m.