

**HOLMDEL TOWNSHIP BOARD OF EDUCATION**  
**BUDGET & FINANCE COMMITTEE MEETING MINUTES**  
**FEBRUARY 22, 2019 AT 5:00 PM**

---

**Board Members Present:** J. Collins, Chair | V. Flynn | E. Briamonte | T. Wall  
**Administrators Present:** R. McGarry, Superintendent | M. Petrizzo, BA | D. Mancuso, ABA  
**Meeting Location:** Central Office Conference Room

---

The following are the notes from the February 22, 2019 meeting of the Budget and Finance Committee:

- The Committee met with representatives from the Spiegle Architectural Group and Greyhawk Construction Managers to review progress of the interior and exterior alterations and additions financed by the Holmdel 2020 referendum. They welcomed discussions with the Committee and received feedback regarding various items including but not limited to the brick that will be used for the Complex additions and matters pertaining to Bid Packages 1 & 2.

**Holmdel 2020 (Referendum):**

**a. Door Replacement (Indian Hill & Village):**

Closeout Documentation has been provided to the architect and are being reviewed for completeness.

**b. Gym HVAC project (Satz, Indian Hill old & Village old):**

Closeout Documentation has been provided to the architect and are being reviewed for completeness.

**c. Roggy Field Stadium Lighting:**

Closeout Documentation has been provided to the architect and are being reviewed for completeness.

**d. Roofing Replacement:**

Closeout Documentation has been provided to the architect and are being reviewed for completeness.

**e. Field Reconstruction (Satz/High School): *update since last month.***

Several items that were outstanding were installed in January, namely the scoreboards, Electrical Gear, Field Irrigation Manifold Enclosure, New Stairs and some of the Fencing. Completion of other project components that were set back due to record rainfall in the past few months will occur in the Spring.

**f. Interior Renovations and Exterior Site Renovations (Indian Hill & Village):**

With the Construction Documents complete Bid package 1 was advertised on 2/14/19. A Pre-Bid meeting is scheduled for 2/22/19. Addendums are scheduled to be released on 3/8/19 and the Bid Opening date is set for 3/20/19.

- g. **Exterior Site Additions & Renovations and Interior Alterations (Satz &High School):** Construction documents are in progress and the advertisement for Bid package 2 is scheduled for 2/28/19. A Pre-Bid meeting is scheduled for 3/7/19. Addendums are scheduled to be released on 3/18/19 and the Bid Opening date is set for 3/28/19. Therefore, the current BOE meeting scheduled on 3/27/19 will most likely change to 4/3/19 so the applicable Bid's can be awarded.
- h. **Traffic Study:** Dolan & Dean have completed the traffic study which includes the impact of S. Holland Road. The report has been reviewed and the results will be provided to the township. Due to the ongoing referendum work that will be constant at the Satz/HS complex for the next 2 years the traffic pattern will be constantly changing so we will revisit the study once construction is completed.
- 2017/2018 Comprehensive Annual Financial Report (CAFR): The district received another clean audit with no management letter comments and the district auditors will be at the 2/27/19 Board meeting to present the results accordingly and there will be a resolution of the board to accept the CAFR and Single Audit. The 2017/2018 CAFR was emailed to the Board and posted to the district website.
  - 2019/2020 Budget Procedures Calendar Update: The date of the Governor's 2019 Budget address has been rescheduled for 3/5/19. As a result, the release of the District's 2019/2020 state aid amounts has been postponed. We anticipate receiving the state aid amounts by 3/7/19.

Next meeting date is Thursday, March 7 at 5:30 P.M.