

**HOLMDEL TOWNSHIP BOARD OF EDUCATION**  
**BUDGET & FINANCE COMMITTEE MEETING MINUTES**  
**JULY 24, 2019 AT 6:30 PM**

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Board Members Present:	J. Collins, Chair   V. Flynn   E. Briamonte   T. Wall
Administrators Present:	R. McGarry, Superintendent   M. Petrizzo, BA   D. Mancuso, ABA
Guests:	Greyhawk Construction Manager   Spiezle Architects
Meeting Location:	Holmdel High School – Library Conference Room

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The following are the notes from the July 24, 2019 meeting of the Budget and Finance Committee.

- Holmdel 2020 (Referendum) Update: The Committee met with representatives from the Spiezle Architectural Group and Greyhawk Contractruction Manager 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.

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

The closeout documents, along with the Contractor’s request for final payment, have been reviewed, accepted, and approved by SSP and Greyhawk and forwarded to the District for approval. The District will process the final payment and the Contract will be formally closed.

**b. Field Reconstruction (Satz/High School):**

The coating of the tennis courts has been completed along with the installation of the nets and windscreen. The majority of the items on the Punch List have been completed with some minor items outstanding.

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

At Village Elementary some of the underground drainage structures and piping have been installed. At IH Elementary the piping and structures for the site drainage are installed. The Bus Loop is starting to take shape. The main Water Quality Structures for each of the 2 schools have yet to arrive to complete the underground drainage and are expected around the first week of August. The Roof repairs at Village have been completed. Interior areas continue to be monitored with each major rain occurrence for any additional leaks. The roof repairs at IH are still ongoing. The interior renovations at both Village and IH are well underway. New interior masonry partitions have defined the new spaces at Village. The removal of the old flooring and cleaning of the concrete floor in the multi-purpose room is complete and ready to receive new flooring material expected in August. At IH, the classrooms are being prepared to receive the new casework. In addition, the corridor is ready to have the new ceiling installed.

**d. Exterior Site Additions & Renovations and Interior Alterations (Satz & High School):**

At the High School, the old maintenance bay, wrestling room and wood shop have been completely gutted and the English wing is starting to take shape with the erection of masonry partitions defining the individual spaces. In addition, the Music Rooms have been stripped of the flooring and all acoustical wall panels have been removed. In the auditorium, the removal of the stage floor has commenced with the new floor scheduled to

be completed by 8/16/19. At Satz, the boys and girls locker rooms have been completely gutted as has the mechanical room next to the girls locker room. In addition, the two music rooms have been stripped in preparation for the new finishes. The stage previously in the Satz Cafeteria has been removed to allow for additional tables and chairs. On the exterior, the area that will be the PE Wing has had underground drainage work installed with the footings for the PE Wing ready to commence the week of 7/22/19. At Satz, in the area of the Link and the new Satz entrance, underground drainage is being installed along with associated drainage structures. The roofing repair work has started on the Satz roofs and will transition onto the HS roofs.

**e. Successfully Completed Projects:**

Land Acquisition, Pkg. D Gym HVAC (VS, IH & WRS), Pkg. H High School Roof, and Pkg. C Roggy Field Stadium Lighting Replacement.

- 2018/2019 Extraordinary Aid: The state notified the district of their 2018/2019 Extraordinary Aid amount to be received of \$819,046.00. The applicable resolution will be included on the 7/31/19 agenda for acceptance/approval.
- 2018/2019 Nonpublic School Transportation Costs Reimbursement Aid: The state notified the district of their 2018/2019 Nonpublic School Transportation Costs Reimbursement Aid amount to be received of \$29,000.00. The applicable resolution will be included on the 7/31/19 agenda for acceptance/approval.
- 2019 MCIA Capital Equipment Lease Program: As discussed at previous B&F meetings, every two years, the District has the ability to participate in a pooled capital equipment lease program through the Monmouth County Improvement Authority (MCIA), which allows the District to take advantage of MCIA's AAA bond rating status and interest rates. This District utilizes this program to purchase equipment for technology and operational needs. The applicable resolution will be included on the 7/31/19 agenda authorizing the District to finance the costs for this equipment with an estimated total purchase amount of \$815,475. The Committee supports this resolution.
- Athletic Trainer Services: The Committee was advised of the Administration's decision to approve athletic trainer services for the District and the applicable resolution will be included on the 7/31/19 agenda for approval.
- 2019/2020 Nonpublic School Aid: This represents state aid provided to the nonpublic schools located within the Township. The District acts as a flow through entity, whereas the state distributes the aid to the District and then the District distributes the funding to the applicable nonpublic schools located in Holmdel. The aid is for School Security, Nursing, Technology and Textbooks. The applicable resolutions will be included on the 7/31/19 agenda for acceptance/approval.
- RFP #20-03 Audit Services: The Committee reviewed all the proposals received for RFP #20-03 Audit Services for the District. After a thorough review/discussion of proposals, the Committee unanimously recommended PKF O'Connor Davies, Accountants and Advisors, be awarded RFP #20-03 Audit Services. The applicable resolution will be included on the 7/31/19 agenda for approval. Please contact Michael Petrizzo or Jamie Collins with any questions.

Next meeting date is Thursday, August 22, 2019 at 5:30 PM.