

**HOLMDEL TOWNSHIP BOARD OF EDUCATION  
BUDGET & FINANCE COMMITTEE MEETING NOTES  
SEPTEMBER 17, 2019 AT 5:30 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  
L. Carducci, Dir of Com Prog and Student Transp  
**Guests:** Greyhawk Construction Managers | Spiezle Architects  
Chartwells | Edvocate  
**Meeting Location:** Village School - Central Conference Room

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The following are the notes from the September 17, 2019 meeting of the Budget & Finance Committee.

- Holmdel 2020 (Referendum) Update: The Committee met with representatives from the Spiezle 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.
  - **Field Reconstruction (Satz/High School):**  
All items on the Punch List have been completed. Approval has been granted to regrade the berm and provide additional irrigation. Greyhawk is in the process of reviewing the cost with the Design Team to add additional piping for the water run-off from the retention basin. Upon completion, the district will be updated as to the results.
  - **Interior Renovations and Exterior Site Renovations (Indian Hill & Village):**  
At both Village and Indian Hill Elementary schools all work is completed except for the following three items: 1) Right of Way work at Indian Hill, which will be scheduled for completion during a weekend; 2) Installation of mechanical units at Village school and 3) Punch list to be completed for both schools. The roof repairs at both Village and Indian Hill have been completed. Additional work has been performed in the vicinity of the solar panels due to recurring leaks. Minor leaks continue to exist and seem to be caused by the solar panels. Spiezle is working with the Power Purchasing Agreement's contractor to address.
  - **Exterior Site Additions & Renovations and Interior Alterations (Satz & High School):**  
At the High School, the old maintenance bay, wrestling room, and woodshop have been replaced with the new Engineering Wing. New masonry partitions have defined the new spaces and the work is still on schedule to be complete by the end of October. At Satz, the boys and girls locker rooms are still on schedule to be complete. The two Music Rooms have had additional scope added and are expected to be completed at the end of September. At the High School, the auditorium flooring and dimming system are complete. Rigging motors will be installed this upcoming week. Roofing repairs are complete at both Satz and the High School. The underground utilities at the three additions continue to progress and will allow for the footings and foundations to begin.
  - **Successfully Completed Projects:**  
Land Acquisition, Pkg. D-Gym HVAC (VS, IH & WRS), Pkg. H-High School Roof, Pkg. C-Roggy Field Stadium Lighting Replacement and Pkg.B-Interior Door and Hardware Replacement.

- Chartwells Food Services Presentation: Chartwells provided an overview of the food service presentation they will be presenting at the 9/25/19 Board meeting. The areas of focus were operations, Nutrislice, new menu items, and staff training on program safety and compliance. Chartwells advised the Committee they have been present at all back to school nights and all of the first parent group meetings for the year. During these events/meetings, they have referenced the items they will be presenting along with their 100% Customer Satisfaction Guaranteed program.
- Transportation Update: The Committee received an update regarding all public school, vocational school and non-public school transportation matters. The committee discussed the ongoing challenges to secure non-public school transportation services within the annual non-public school maximum statutorily established expenditure of \$1,000 per student (in accordance with N.J.S.A. 18A:39-1). The district works with the Monmouth-Ocean Educational Services Commission (MOESC) to secure and coordinate non-public school transportation. The non-public school transportation routes were bid, in compliance with state law, resulting in some non-public school routes securing transportation and other routes not receiving transportation. As a result, Ms. Carducci notified the applicable parents and/or guardians of the non-public school students that did not receive transportation for the 2019/2020 school year. They were informed of the process the district followed to attempt to obtain transportation unsuccessfully and the alternative known as aid in lieu of transportation. The notification explained aid in lieu and the process for receiving the \$1,000 per student (in accordance with N.J.S.A. 18A:39-1) aid in lieu of transportation. The committee discussed the statewide issue of non-public school transportation and how to provide notice earlier to the applicable parents and/or guardians in the following year.
- Approval of a Shared Services Agreement (SSA) with the Township of Holmdel for installation of new seating at the Duncan Smith Theater: The Committee reviewed the SSA with the Township for the installation of new seating at Duncan Smith Theater. The applicable resolution will be on the 9/25/19 agenda for approval.

Next meeting date is Wednesday, October 23, 2019 at 6:30 P.M.