

GROTON BOARD OF EDUCATION  
SPECIAL FINANCE/FACILITIES COMMITTEE MEETING

DECEMBER 5, 2019  
6:00 P.M.  
CENTRAL OFFICE, ROOM 4

Mission Statement

Our mission is teaching and learning.

Board Goals

1. Provide Dynamic Rigorous Curriculum
2. Ensure Effective and Engaging Instruction
3. Embrace Excellent Learning Environment

AGENDA

1. Call to Order
2. Review October 22, 2019 Meeting Minutes (Attachment #1)
3. Discussion & Possible Action re: Non-union Salaries, Wages & Stipends
4. Update re: Claude Chester Engineering Study
5. Update re: State Health Department Proposals for Water Testing in the Schools
6. Discussion & Possible Action re: Human Resources Director's Compensation
7. Discussion & Possible Action re: FY21 Budget Development
8. Review of the Advertising & Promotion Agreement Form
9. Discussion of Board of Education Approval of the Elementary School Final Plans and Project Manual and Cost Estimates
10. Adjournment

GROTON BOARD OF EDUCATION  
SPECIAL FINANCE/FACILITIES COMMITTEE MEETING MINUTES  
OCTOBER 22, 2019 @ 6:00 P.M.  
CENTRAL OFFICE, ROOM 4

**Members Present:** Jay Weitlauf, Jane Giulini

**Members Absent:** Katrina Fitzgerald

**Also Present:** Mike Graner, Sam Kilpatrick, Ken Knight

Chairman Weitlauf called the meeting to order at 6:02 p.m.

1. Review September 9, 2019 Meeting Minutes – The minutes were approved as presented.
2. Update re: FY21 Budget Salary Account – Ken Knight presented a preliminary review of the FY21 salary account. The report incorporated ten retirements and the possibility of seven less FTE's due to the middle school consolidation. Given the contractual increase of all bargaining units, Ken made a rough estimate that the salary account for FY21 would increase by approximately \$580,000.
3. Review of FY21 CIP – Sam Kilpatrick reviewed the FY21 CIP requests noted below:
  - Resodding and recrowning of the high school football field and installation of irrigation system - \$200,000
  - Northeast Academy Indoor Air Quality – Sam reviewed the engineering report from the consultant Fuss & O'Neill, which conducted an engineering study at the school. The report includes several recommendations including the replacement of air handling units over the next several years at an approximate cost of \$800,000. Sam explained that the humidity problem has been greatly mitigated by employing a dehumidification program in our current HVAC system. The Fuss & O'Neill report did recommend some immediate short term steps to upgrade the existing equipment at a cost of \$104,000. The committee recommended sharing the full Fuss & O'Neill report with the Board; however, they recommended including only the short term measures in the FY21 CIP.
  - Relocating Portable Classrooms – Sam explained that the one remaining portable at Pleasant Valley School could be moved and relocated at Charles Barnum School; the cost would be approximately \$50,000. Sam thinks the portable at WSMS can be temporarily relocated on the West Side site and used as a construction trailer. We may be able to do the same with the two portables at CMS. The total cost of the temporary relocation of the WSMS and CMS portables is approximately \$100,000.
  - SBB Asbestos Abatement and Roof Replacement – If SBB is going to be used as a possible site for a Groton STEM center and district storage facility, the roof would need to be replaced and the asbestos removed. The cost of the roof replacement is approximately \$500,000 and the asbestos abatement is approximately \$250,000. Given the high cost of those repairs, the committee did not recommend including SBB in the Board's FY21 CIP.

4. Discussion of Food Service Department Stipends to Support USDA and Kendall Grant Management – Dr. Graner explained that the two grants recently received by the Food Service Department require additional administrative work to manage the grants. During the two-year period that the Food Service Department will receive the grant funding, Dr. Graner recommended that a stipend be paid to Ernie Koschmieder to manage the grant. The stipend for management of the USDA Farm-to-School grant would be \$3,500, and the stipend for the Kendall Grant management will be \$2,500. Ken Knight reported that the Food Service Enterprise Fund could easily afford these stipends; the current balance is \$250,000.
5. Update re: Advertising Regulation R1325 – Dr. Graner and Ken Knight reviewed regulation 1325 (Advertising and Promotions). They recommended adding an advertising and promotion agreement form which specifies the amount the sponsor would pay for a banner as well as the guidelines for banner content. The advertising agreement would identify advertising opportunities. In the fall, banners will be permitted on the football field and the FHS baseball field for field hockey games; no banners will be permitted during the winter season. Banners will be permitted during the spring season at the FHS tennis courts, baseball field, and track.

The meeting adjourned at 7:15 p.m.