

Holmdel Board of Education
Budget and Finance Committee
Meeting Notes - January 22, 2020 - 7:00 p.m.

Board Members Present: B. Foster, Chair | J. Collins | J. Hammer | M. Sockol
Administrators Present: R. McGarry, Superintendent | M. Petrizzo, BA | Danielle Mancuso, ABA |
Guests: Greyhawk Construction Manager, PFK O'Connor Davies, LLP
Meeting Location: Central Office Conference Room

1. Holmdel 2020 (Referendum) Update:

- Field Reconstruction (Satz/High School): Close-out documents and Final Payment Application were received by Greyhawk. All documents have been forwarded to Central Office for processing.
- Interior Renovations and Exterior Site Renovations (Village & Indian Hill School): At both Village and Indian Hill Elementary Schools, all work is completed with the following notations.
 - i. The As-Built Survey was received by Edwards Engineering and a Punch List was generated.
 - ii. The contractor is completing the last parts of that Punch List.
 - iii. The contractor has forwarded Closeout Documents electronically for the Architects' review prior to a formal submission of the hard copies of the Closeouts.
 - iv. A Certificate of Substantial Completion has been issued to M & M with a date of 9/4/19
- Exterior Site Additions & Renovations and Interior Alterations (Satz & High School):
 - i. Satz Middle School
 - 1. The new lighting fixtures for the new space that were to be installed last month, were postponed until a roof leak can be addressed.
 - 2. Room 204: has been completed by the contractor with the exception of the installation of the door towards the cafeteria, which is expected soon.
 - 3. Room 205: has been completed by the contractor with the exception of the vinyl floor tile for which a credit was offered and accepted.
The District most recently installed a new wood dance floor in lieu of the vinyl floor tile. The addition of mirrors and wall railing is expected in the short term to complete the space.
 - 4. Link: Underground utilities have been installed and the floor slab has been poured and connects to the exterior doors by classrooms 114 & 115.
 - 5. New Entrance: The roof decking is complete, underground utilities have been installed and the floor slab has been poured.
Construction of the interior masonry partitions has begun.
 - 6. Miscellaneous: the new lockers that will be installed this summer in the hallways, have their numbering system completed and will be submitted to the contractor.
 - ii. High School
 - 1. Engineering Wing
 - a. The work within the Engineering Wing is complete. The TV Studio, Control Room and Editing Room are occupied and fully functional. The TV Studio sound panels have been designed and will be installed in house.
 - b. The Fabrication Area has had equipment delivered, all of which will be installed into the space.
 - 2. PE Wing:
 - a. The install of the exterior masonry block walls is almost complete and the majority of the interior masonry partitions are erected.
 - b. Wiring is being run through-out the space for lighting, electric, communications, and security.

- c. Rough plumbing piping has commenced for both sanitary and storm.
 - d. Roofing materials have been loaded into the roof. In addition, the Kal Wall (translucent windows/walls) material is on site and will be installed along in conjunction with the roofing to begin the enclosure of the building envelope.
 - e. The new lockers to be installed have their numbering system completed and will be submitted to the contractor.
 - iii. High School & Satz:
 1. Miscellaneous: Currently there are ongoing issues with potholes, curbs, and inlets in need of repair. These areas, especially at the west end of the Satz driveway and the High School main parking lot, will be repaved and repaired respectively during the summer. Presently the grounds crew is installing temporary patching as necessary.
2. 2018/2019 Comprehensive Annual Financial Report (CAFR) Update: Michael Andriola (Partner) and Robert Provost (Senior Manager) from PFK O' Connor Davies gave the committee an overview of the district's annual financial audit. The district is in a good position fiscally with no material weakness or deficiencies. The district received one recommendation for student activities, requiring a correction action plan, which was discussed/reviewed. The applicable resolution will be included on the January 29, 2020 agenda for approval.
3. Township Shared Services Agreements:
 - a. Class III Officers: The committee reviewed the shared services agreement for the Class III Officers, which expires June 30, 2021.
 - b. School Resource Officer: The committee reviewed the shared services agreement for the School Resource Officer, which expires June 30, 2020.
4. 2020/2021 Budget Calendar: The committee discussed the budget procedures calendar/timeline. Board members are encouraged to contact the Business Office with any questions
5. Date and Time of next Committee Meeting: Wednesday, February 19, 2020 at 7:00pm.