

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION FINANCE COMMITTEE  
JUNE 8, 2020 MEETING MINUTES  
5:30 pm  
VIRTUAL MEETING

**COMMITTEE MEMBERS PRESENT**

Chairperson Patricia Cardozo, Christopher Browe, Matthew Giglietti, John Grabowski, Joseph Nuzzo, Dr. Jennifer Turner (arrived 5:33 p.m.)

**COMMITTEE MEMBERS ABSENT**

None

**STAFF MEMBERS PRESENT**

Dr. Jennifer Byars, Theresa Lumas, Shaun DeRosa

**1. Call to Order**

Chairperson Cardozo called the meeting to order at 5:32 p.m.

**2. Discussion and Possible Action on Minutes**

**a. Finance Committee Meeting – May 11, 2020**

*MOTION by Christopher Browe, SECOND by John Grabowski, to approve minutes as submitted  
VOTES IN FAVOR, 5 (unanimous)*

*MOTION PASSED*

**3. To consider and act upon a resolution concerning the authorization of refunding bonds for payment of the outstanding principal of and interest on all or a portion of the District's \$4,010,000 General Obligation Bonds, Issue of 2012 , and costs related thereto**

*The Amity Finance Committee recommends the Amity Board of Education to consider and act upon a resolution concerning the authorization of refunding bonds for payment of the outstanding principal and interest on all or a portion of the District's \$4,010,000 General Obligation Bonds, Issue of 2012, and costs related thereto.*

**RESOLUTION OF BOARD OF EDUCATION  
OF REGIONAL SCHOOL DISTRICT NUMBER 5**

**AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$2,000,000 REFUNDING BONDS FOR PAYMENT IN WHOLE OR IN PART OF THE OUTSTANDING PRINCIPAL OF AND INTEREST ON THE DISTRICT'S \$4,010,000 GENERAL OBLIGATION BONDS, ISSUE OF 2012, AND COSTS RELATED THERETO**

(June 8, 2020)

RESOLVED,

(a) That Regional School District Number 5 issue its refunding bonds, in an amount not to exceed TWO MILLION DOLLARS (\$2,000,000), the proceeds of which are hereby appropriated: (1) to fund one or more escrows, and to apply the balance held in such escrows, together with the investment earnings thereon, to the payment in whole or in part, as to be determined by the Chairman of the Board of Education and the Treasurer of the District, of the outstanding principal of and interest on the District's \$4,010,000 General Obligation Bonds, Issue of 2012, dated as of August 9, 2012 (consisting at initial issue of \$1,530,000 School Bonds and \$2,480,000 School Refunding Bonds), including the payment of interest accrued on said bonds to the date of payment, and (2) to pay costs of issuance of the refunding bonds authorized hereby, including legal fees, consultants' fees, trustee or escrow agent fees, underwriters' fees, net interest and other financing costs and other costs related to the payment of the outstanding bonds described above. The refunding bonds shall be issued pursuant to Section 10-60a of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds shall be general obligations of the District and its member towns, secured by the irrevocable pledge of the full faith and credit of the District and its member towns.

(b) The Chairman of the Board of Education and the Treasurer of the District shall sign the bonds by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds. The Chairman and the Treasurer are authorized to determine the bonds to be redeemed and the amount, date, interest rates, maturities, redemption provisions, form and other details of the refunding bonds; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds; to provide for the keeping of a record of the bonds; to sell the bonds at public or private sale; to deliver the bonds; and to perform all other acts which are necessary or appropriate to issue the bonds.

(c) That the District hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the refunding may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the District reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the refunding. The Chairman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(d) That the Chairman and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order

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to comply with applicable laws or rules pertaining to the sale or purchase of such bonds.

(e) That the Chairman, the Treasurer, and other proper officers and officials of the District are authorized to take all other action which is necessary or desirable to enable the District to effectuate the refunding of all or a portion of the District's \$4,010,000 General Obligation Bonds, Issue of 2012, and to issue refunding bonds authorized hereby for such purposes, including, but not limited to, the entrance into agreements on behalf of the District with underwriters, trustees, escrow agents and others to facilitate the issuance of the refunding bonds, the escrow of the proceeds thereof and investment earnings thereon, and the payment of the outstanding bonds in whole or in part.

(f) That the above authorization to issue refunding bonds shall lapse on June 30, 2021.

*MOTION by Christopher Browe, SECOND by Matthew Giglietti, to recommend the Amity Board of Education consider and act upon a resolution concerning the authorization of refunding bonds for payment of the outstanding principal and interest on all or a portion of the District's \$4,010,000 General Obligation Bonds, Issue of 2012 , and costs related thereto*  
*VOTES IN FAVOR, 6 (unanimous)*  
*MOTION CARRIED*

**4. Discussion and Possible Action on the Tuition Rate for 2020-2021**

*MOTION by Christopher Browe, SECOND by Dr. Turner, to recommend the Amity Board of Education approve the non-resident tuition rate for 2020-2021 school year at \$18,596.00; and the the non-resident Special Education base tuition rate for 2020-2021 school year at \$19,258.00 plus any additional services*  
*VOTES IN FAVOR, 6 (unanimous)*  
*MOTION CARRIED*

**5. Discussion of Monthly Financial Statements**

**6. Discussion and Possible Action on Contracts over \$35,000**

**a. Chartwells-Food Service**

*MOTION by Christopher Browe, SECOND by Matthew Giglietti, to recommend that the Amity Board of Education award a one-year contract extension for 2020-2021 to Compass Group, USA, Inc. (Chartwells) per the proposed Amendment and the Director of Finance and Administration is authorized to sign the Amendment*  
*VOTES IN FAVOR, 6 (unanimous)*  
*MOTION CARRIED*

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**b. Chiller Service**

**c. Building Controls**

**d. Site-Based Grounds Maintenance**

*MOTION by Matthew Giglietti, SECOND by Christopher Browe, to vote on Chiller Service, Building Controls, and Site-Based Grounds Maintenance at the same time*

*VOTES IN FAVOR, (6) unanimous*

*MOTION CARRIED*

*MOTION by Dr. Turner, SECOND by Christopher Browe, to recommend the Amity Board of Education approve the following:*

- *District chiller maintenance contract to Trane Building Services (local Trane office in Rocky Hill, Connecticut) for the first year of a three-year contract commencing July 2020, through June 2021, for \$13,894.00. The total of the three-year contract is \$42,949.00. This is a sole source vendor for the District's Trane equipment, and thereby, the sealed bid requirements are not required. The Board reserves the right to cancel the contract if Trane Building Services fails to perform in a satisfactory manner*
- *Building controls contract to Siemens Industry, Inc. for the annual contract at the price of \$28,166.00. The Board reserves the right to cancel the contract if Siemens Industry, Inc. fails to perform in a satisfactory manner.*
- *Site-based grounds maintenance program for July 1, 2020 to June 30, 2021 to Sports Turf of Connecticut of Orange, Connecticut, at the price of \$218,000.00 for year two of a three-year contract period. The Board reserves the right to cancel the contract if Sports Turf of Connecticut of Orange, Connecticut, fails to perform in a satisfactory manner.*

*VOTES IN FAVOR, 6 (unanimous)*

*MOTION CARRIED*

**e. Student 1:1 Devices**

**f. Teacher Devices**

**g. Thermal Security Cameras**

*MOTION by Christopher Browe, SECOND by Dr. Turner, to recommend the Amity Board of Education award the following:*

- *a 3-year lease for student devices from Consolidated Computing, of Easton, CT not to exceed \$155,525 per year for 1,150 devices including Accidental Protection Coverage*

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- *the purchase of teacher devices from Consolidated Computing, of Easton, CT for a purchase price of \$131,762.75 for 175 devices including Accidental Protection Coverage*
- *the contract to Business Technologies LLC, of Shelton, CT and waive the bid process to provide 4 thermal cameras for the District. The estimated cost is \$40,000 for the thermal cameras, software, support, and installation*

VOTES IN FAVOR, 6 (unanimous)  
 MOTION CARRIED

**7. Director of Finance and Administration Approved Transfers Under \$3,000**

**8. Discussion and Possible Action on Budget Transfers of \$3,000 or More**

*MOTION by Christopher Browe, SECOND by Joseph Nuzzo, to recommend the Amity Board of Education approve the following budget transfers:*

*to cover the thermal camera system for all three schools at estimated \$40,000:*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
05-15-2512-5255	Medical	\$ 40,000	
05-14-2660-5730	Equipment New		\$40,000

*to cover the personal protective equipment (PPE) for all three schools at \$14,003:*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
03-11-1013-5420	Repair and Maintenance	\$1,000	
03-11-1013-5581	Travel-Conference	\$ 323	
03-11-1013-5641	Textbooks	\$ 898	
03-11-1013-5810	Dues & Fees	\$1,782	
03-11-1013-5611	Instructional Supplies		\$4,003
05-15-2512-5255	Medical	\$10,000	
05-14-2660-5690	Instructional Supplies		\$10,000

*to cover the operations of the School Lunch Program:*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
05-15-2512-5255	Medical	\$ 100,000	
10-11-1009-5641	Cafeteria Fund		\$100,000

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*to purchase PSST software including implementation and training:*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
05-14-2700-5627	Transportation Supplies	\$14,127	
05-14-2510-5327	Data Processing		\$14,127

*to cover the initial costs of the design, permitting, and layouts for the athletic facilities project:*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
05-14-2512-5255	Medical	\$131,763	
05-14-2350-5730	Equipment - New		\$131,763

VOTES IN FAVOR, 6 (unanimous)  
 MOTION CARRIED

**9. Discussion and Possible Action on Medical Insurance Reserve**

*MOTION by Dr. Turner, SECOND by Matthew Giglietti, to recommend the Amity Board of Education approve increasing the medical reserve to 30% of expected claims, an increase of \$229,311 for one year. If the reserve is not depleted to a level of 25% of claims, the additional funds will offset the following year's budget.*

VOTES IN FAVOR, 2 (Cardozo, Turner)  
 VOTES OPPOSED, 4 (Browe, Giglietti, Grabowski, Nuzzo)  
 MOTION FAILED

**10. Discussion and Possible Action on Standard Year-End Transfers**

*MOTION by Christopher Browe, SECOND by Matthew Giglietti, to recommend the Amity Board of Education authorize the Director of Finance and Administration to make the necessary budget transfers to salary and benefit accounts and to pay other standard charges. These budget transfers may exceed \$3,000. The Director of Finance and Administration will report all budget transfers made to the Amity Finance Committee and Amity Board of Education.*

VOTES IN FAVOR, 6 (unanimous)  
 MOTION CARRIED

**11. Other**

**a. Update on Infrastructure Project**

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**12. Adjourn**

*MOTION by Christopher Browe, SECOND by Matthew Giglietti, to adjourn meeting  
VOTES IN FAVOR, 6 (unanimous)  
MOTION CARRIED*

Meeting adjourned at 6:39 p.m.

Respectfully submitted,

*Pamela Pero*

Pamela Pero  
Recording Secretary