

**Finance & Facilities Subcommittee  
Meeting Minutes  
Zoom Only Meeting  
March 31, 2022**

**Finance and Facilities Subcommittee Chair Melissa Finnigan called the meeting to order at 5:37pm.**

**Present: Melissa Finnigan, Glenn Gazdik, James Mol, Superintendent Tim Van Tassel, Assistant Superintendent Michelle Zawawi and Business Manager Bill Hoff**

**Absent: Maureen Sattan and Terry Antrum**

**A. Business Office - Financial Report - Mr. Hoff** - Surplus is still holding around \$235,000 for the year for our current fiscal year budget. Mr. Hoff explained that some of the current month's fiscal movement was due to decreased transportation (reduced number of buses) and a reduction in our pension budget amount. We were also able to move some of the building repair and maintenance items from Open Choice to the BOE budget. Some of the Food Service items, particularly the Steamers at SMS and McAlister, did not get accepted by the Federal grants so they will need to put together an RFP for these items for Food Service.

**B. EOY Projects/Purchases** - Mr. Hoff presented some ideas that they are receiving from each school in regards to how to spend some of the budget surplus on items that are needed in each school. Some of the items that have been suggested relate to curriculum needs as well as safety needs around the schools. These items will be presented to his office and then to the BOE. An example would be a utility vehicle to use for transportation of materials to the outdoor classroom that is currently part of the science curriculum. More detailed information will be provided to the BOE for a vote on spending in the upcoming months.

**C. Facilities Update** - All of the fountains will be replaced by water bottle fillers in the next few months. This includes 2 at the SHS Rotary Hut. The Food Service room renovation in Agriscience has begun and we are still awaiting a bid for the Food and Consumer Room as well. Tecton, Superintendent Van Tassel and First Selectman Colin Mol met to discuss the Large Facility Study. Tecton will be returning in a few weeks to put dollar amounts to renovating SMS and the Fire Station. These two items would be worked on and possibly would go to the town for a referendum vote to bid. More information to come.

**Adjournment** - Meeting was adjourned at 6:17pm.