

Coventry Board of Education
Coventry, Connecticut

Fiscal Committee Meeting

Approved Minutes of Thursday, January 13, 2022
Administration Building Conference Room

Committee Members Present:

Mary Kortmann, Fiscal Chair
Peter DePaola
Emma Eaton
Jennifer Beausoleil

Administrators Present:

Dr. David J. Petrone, Superintendent of Schools
Robert Carroll, Director of Finance and Operations
William Trudelle, Director of Physical Plant and Facilities

I. Call to Order

M. Kortmann called the meeting to order at 6:02 p.m.

II. VOTE: Approve Fiscal Minutes of December 9, 2021

MOTION: To Approve Fiscal Minutes of December 9, 2021

By: E. Eaton

Seconded: P. DePaola

Result: Motion carries unanimously

III. Information: ACE-Hach Grant Award, ARP IDEA Grant Award

Mr. Carroll shared with the Committee the new grant received in the amount of \$1,700 (ACE-Hach Grant Award) and the ARP IDEA 611 Grant for \$71,844 and the ARP IDEA 619 Grant for \$6,820.

IV. Information: CSDE Education Financial System (EFS) Report

Mr. Carroll said this is an annual report, which the Committee reviews after it has been audited. M. Kortmann asked why the in-kind services were down. Dr. Petrone said services from the Town decreased due to the pandemic. Mr. Carroll talked about how the figure is calculated.

V. Information: Town Finance Joint Meeting – Audit

The Committee discussed the speed of the audit review and the difference in how it was presented. It was noted that there were no concerns raised regarding schools' portion of the audit.

VI. Information: Cafeteria Part-Time Wages

Dr. Petrone said the rate is being increased because we are too close to minimum wage. He added, these employees are not part of the union contract. The Committee had no concerns.

VII. Information: ECHIP Fund Balance

Mr. Carroll said the renewal would come up during budget questions. He talked about the history of the rates, which did not increase in some years. Mr. Carroll said the school side's fund balance is very healthy.

VIII. Information: Request to Town Council to Increase Reserve Fund from 1% to 2%

J. Beausoleil said a few years ago the law changed in regard to these accounts; the allowable maximum increased from 1% to 2%. She continued and said she would like to look at matching the language at the legislative level. M. Kortmann agreed. There was discussion on how to proceed. E. Eaton said she was in favor of increasing it to 2%.

IX. Information: CHS Electrical Consumption

Mr. Trudelle shared a presentation on energy consumption in the district, which is available through the BoardBook portal on the district's website.

X. Financial Reports for December 31, 2021

X.A. Management Report

Mr. Carroll noted that the bottom line has improved going from \$6,000 to \$33,000. He said a mid-year retirement will help with providing vacancy savings. He continued that funds will be seen in transportation savings as well. E. Eaton noted purchased services. Mr. Carroll said this includes utilities.

X.B. Encumbrance Reports

Mr. Carroll said the new grants are included. He said there are not many other changes.

X.C. Special Education Tuition/Excess Cost

Mr. Carroll said the expected out of state placement does not look like it will go through. He said numbers would change for January.

X.D. Food Service

Mr. Carroll said the program continues to work well. The Committee discussed ways to use the finances that have been building in the food services account.

X.E. Capital and Special Funds

The Committee discussed that the current pick up truck is not able to be repaired. Mr. Trudelle talked about two quotes received on used trucks at Columbia Ford. He noted it is very hard to find a stock truck. He added it is a safety issue, not having a four-wheel drive vehicle. P. DePaola asked if the snow plow was a requirement. Mr. Trudelle said no, but it

is very nice to have it available. E. Eaton said, considering how difficult it is currently to get a vehicle, this sounds like a good idea. P. DePaola was not in favor of going this avenue.

MOTION: To recommend to the Board that we use the 1% account to buy one of the Columbia Ford vehicles, waiving the bidding process, given the current pressures of obtaining a vehicle.

By: E. Eaton

Seconded: M. Kortmann

Result: Motion passes 2-1 (P. DePaola voted against, and noted he believes it should go through the bidding process, he also wanted a detailed cost analysis to repair the existing vehicle, and he does not agree with using the 1% account for this item.)

XI. Adjournment

MOTION: To Adjourn the Fiscal Meeting at 7:05 p.m.

By: E. Eaton

Seconded: P. DePaola

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: February 10, 2022