

Regional School District No. 17

Board of Education

Finance/Facilities

Subcommittee Minutes

Chair: Peter Sonski

A meeting of the Regional School District No. 17 Finance/Facilities Subcommittee was held on January 24, 2023 at 5:30 p.m. in the HK High School Room A116.

Subcommittee Members Present: Peter Sonski (Chair), Jennifer Favalora, Shawna Goldfarb, Suzanne Sack, Hamish MacPhail (remote), Prem Aithal

Subcommittee Members Absent:

Also Present: John Mercier, David Solin, Rob Albert, and Jeffrey Wyszynski from Tecton

1. Call to Order/Opening of the Meeting: The meeting was called to order at 5:30 p.m. by Peter Sonski (Chair)

2. Approval of previous minutes

3. Tecton Proposal Update

Jeffrey Wyszynski from Tecton provided a report on facilities planning, including a financial scope of potential updates to RSD17 buildings. The report included insights into the capacity of schools and efficiency needs. Mr. Wyszynski provided guidance on the next steps from Tecton which included demographics, capacity, equity, utilization analysis, and a facilities master plan.

Board Chair Sack asked about clarification on what the total cost estimate of a project entails. Mr. Wyszynski of Tecton explained that Tecton is guided by community ability to invest, the needs of the district, and labor and construction costs.

Mr. MacPhail asked about the recommended process to develop a list of master plan options. Mr. Wyszynski explained a potential timeline for moving forward with stage 2 and stage 3 of the work. Mr. Wyszynski also discussed considerations as RSD17 moves forward in the planning process.

Mr. Aithal MOVED to approve the Tecton facilities plan stage 2 and 3 to present to the full Board of Education. The MOTION was carried unanimously.

4. Transportation Update

Mr. Sonski discussed the upcoming transportation contract planning and the labor difficulties of finding and retaining bus drivers. Estimates for future increases in cost may be in the double-digit percentage range based on the conversations with STA. Mr. Sonski recommended that we have an open and transparent open bid process, as RSD17 typically does at the end of service contracts.

5. HKHS Temporary HVAC update

Mr. Albert presented a proposal to upgrade the electrical systems to provide adequate power for rental air conditioning units.

6. BES & KES LED lighting project update

Director Mercier updated the subcommittee on the BES and KES LED lighting project. The projects are beginning within the month with permitting complete in Killingworth and underway in Haddam. All work will be done during non-school hours.

7. Financial review with forecast through end of December

Director Solin provided an update on the projected balance for the RSD17 operating budget. There are modest projected increases to the tuition payment line item for special education services. The finance department will continue to monitor the budget closely to ensure that the district remains in the black financially.

8. Health Insurance/ECMCH cooperative update

Director Solin provided an update on health insurance providers, the estimates from the state insurance plan, and other trends and options in providing health insurance moving forward.

9. Budget transfer procedures/process review

Director Solin requested a document providing guidance on how to properly bring a budget transfer motion to the board. Mr. Sonski provided guidance and background information from a historical and technical perspective.

10. Adjournment: Meeting adjourned at 8:03 p.m.