

**Finance & Facilities Subcommittee  
Meeting Minutes  
Central Office Conference Room (Also available via Zoom)  
April 20, 2023**

**Present: Melissa Finnigan, James Mol (via Zoom), Glenn Gazdik, Director of Facilities Larry Plano, Business Manager Bill Hoff (via Zoom), Superintendent Tim Van Tasel**

**Finance and Facilities Subcommittee Chair Melissa Finnigan called the meeting to order at 5:31 p.m.**

**A. March Financial Report**

There is currently a \$180,000 surplus for the year for our current fiscal year budget. The increase is due to the decrease in some of our encumbered funds as well as an increase in the Excess Cost Reimbursement from the state. We have also received more money in our Open Choice account due to a new calculation by the state for a per pupil reimbursement.

**B. Facilities Update**

Large Animal Facility Project - Costs have been finalized and are within the projected amounts. Still waiting on all permits and are hoping to break ground in early May.

Bricks on columns at Suffield High School - Should be completed on April 28.

Brick Fundraiser at the fields - Mr. Plano and Mr. Zenzack are searching for an engraver to run a fundraiser for engraved bricks at the location around the Snack Shack. More information to come.

HVAC Grant - We did not receive the grant from the state so the priority for HVAC repair is for Spaulding to be completed and we will wait on McAlister. Mr. Hoff and Superintendent Van Tasel will be speaking to the state in regards to the grant process for future applications.

Suffield Carnival - Set up will occur during the day on June 16, 2023 causing some traffic issues, will be discussed at the next BOE meeting.

**C. Transportation**

FFN Chair Finnigan asked for an update on the bussing issues. Seems that we caught up on drivers but are still seeing a lot of absences. Mr. Hoff stated that routes were adjusted back to be more realistic once we filled our staff but that took away the substitutes so he is working with M& J Bus Company on a plan for when a bus driver is absent to go back to combining routes.

**Public Hearing for the Town Budget will be April 26, 2023 at 7:00 p.m.**

**Adjournment** - Meeting was adjourned at 6:00 p.m.