

**Regional School District No. 17**  
**Board of Education**  
**Finance/Facilities Subcommittee**  
**Meeting Agenda**  
**Chair: Peter Sonski**

A meeting of the Regional School District No. 17 Finance/Facilities Subcommittee was held on Tuesday, September 26, 2023, at 4:30 PM in the Central Office Board Room.

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

**Other Attendees:** Superintendent Jeffrey Wihbey, Rob Albert, Dennis Recchia

**1. Call to Order/Opening of the Meeting**

The meeting was called to order at 4:30 PM by Peter Sonski (Chair).

**2. Approval of Prior Meeting Minutes**

The committee accepted the Minutes with no revisions.

**3. Finance Director's Report**

The committee reviewed the telephone expenses, which are approximately \$30,000 more than expected as carriers move from copper but are expected to be offset by savings in other technology areas.

The committee received an update that HK Cubs has been loaded into the Infinite Visions account software to start generating monthly reporting.

**4. Discussion of Final Audit of HS Roof Project**

Mr. Albert reported that the High School roof project audit has returned a report that the District will receive a \$54K reimbursement from the state for the project.

**5. Budget Transfers**

The committee discussed that in order to help better manage the substitute expenses, it was recommended that the previous single expense lines of one for teachers and one for paraprofessionals be allocated across schools to more immediately and accurately identify any overages. The committee will bring this as a fund transfer to the next Board meeting.

## **6. Owner's Rep RFQ**

The RFQ has been posted with responses requested by October 2, 2023. The committee will meet on October 10, 2023, to interview potential owner representatives and bring a recommendation to the Board.

## **7. Operations Reports**

Mr. Albert recommended to the committee for Solar/Security shades to be installed at BES to replace broken or faulty shades in the offices and the two kindergarten classrooms. These shades were on the capital repair list at the end of last year but were removed due to the uncertainty of the capital fund balance. The committee agreed to recommend to the Board to approve the shade installation at BES.

Mr. Recchia reported that some of the delayed Chromebooks have been received and distributed. HKIS has received their installment and HKHS and the elementary schools will come next.

## **8. Vape Detectors Update**

The committee discussed that in one of the restrooms at HKHS, four vapes were found to have been flushed down the toilet and had stopped the lines from working correctly. The lines had to be snaked out, and an additional flush would be needed to get the line running again. The estimated cost is approximately \$800. A discussion took place about the need for more vape detectors in the restrooms and how Haddam-Killingworth Youth and Family Services may be able to assist.

## **9. Adjournment**

The meeting adjourned at 5:30 pm.