

**Finance & Facilities Subcommittee
Meeting Minutes
Central Office
November 30, 2023**

Present: Melissa Finnigan, Glenn Gazdik (on phone), Maureen Sattan, Director of Facilities Larry Plano, Business Manager Eric Remington and Superintendent Timothy Van Tasel

Finance and Facilities Subcommittee Chair Melissa Finnigan called the meeting to order at 5:32 p.m.

October Financial Report

Mr. Remington updated the committee on our current and projected financial status. We currently have a surplus of \$443,839.

This number includes a surplus in the Teacher Compensation line due to our \$200,000 turnover factor as well as a couple of positions that are still currently open.

Health insurance is also at a surplus due to our current enrollment in the amount of \$295,000. This number can change quickly if a single moves to a plus one or family plan so will be closely monitored.

We are still showing a surplus in Transportation since we are running less buses but will be looking to do a retention bonus at the end of the year.

Some of the other notable items are a deficit of \$69,000 in our Professional Services due to Contracted Medical needs for some of our Special Education population.

Food Service is still showing a surplus in our balance sheet and will be used towards Food Service projects. The Business office has also reached out to the families of students that have negative food service balances (totaling \$5400), we will review again after this last mailing to get payment.

Mr. Remington is working with administration at the middle school and high school to promote our current breakfast program for some revenue.

Facilities Update

A. Suffield Middle School Facilities Planning

Members of the Finance & Facilities committee along with Mr. Remington and Dr. Van Tasel attended the Board of Selectmen Meeting on December 6th. First Selectman Moll gave a presentation to the Board in regards to the decision by the Joint Facilities Committee to go forward with requesting the building of a new middle school. More meetings will follow.

ACCE Capital Projects 2024-25

Mr. Plano reviewed the current plan for Capital Expenditures that will be reviewed with the entire board as well as with the ACCE committee. He discussed that they are moving some maintenance items from operations to the Capital budget as they are needed

throughout the year. He also will go over it in more detail with the Board to determine the priority of each item.

B. HVAC Grant Submission Update

All paperwork is being submitted to the state for round two of the grant applications. This includes updates to the Suffield High School and to Spaulding School.

C. Digital Signage

The digital signage proposal which was submitted by several groups in Suffield and was denied by the Planning and Zoning Committee.

November 13, 2023 BOF Meeting Update

Mr. Remington and Dr. Van Tassel attended the BOF meeting to get them up to date on our current budget status as well as any surpluses/deficits that we are seeing for this fiscal year.

FY25 Budget Preparation Update

Budget meetings are underway and will be presented after the new year to the Board for further review.

Adjournment

Meeting adjourned at 7:30pm