

**Finance and Facilities Subcommittee
Meeting Minutes
Central Office Conference Room
January 2, 2025**

Present: Melissa Finnigan, James Mol (via Zoom), Maureen Sattan, Sam Toskin, Business Manager Eric Remington, Director of Facilities Larry Plano, Board of Finance Liaison to the BOE Brian Kost (via Zoom), and Superintendent Matthew Dunbar

Absent: Greg Sparzo

Call to Order

Finance and Facilities Subcommittee Chair Sam Toskin called the meeting to order at 4:02 p.m.

ACCE Projects 2025 - 2026

Mr. Plano and Mr. Remington reviewed the district's proposed list. Suffield's Advisory Commission on Capital Expenditures (ACCE) has indicated that they will also be getting information from the PBC which they will use as they move through the ACCE approval process.

ACCE Project Priorities 2025 - 2026

Reviewed items for capital improvement plan 2025 - 2026. Subcommittee members agreed with the list and confirmed the prioritization, and it will now go to the full BOE for approval.

HVAC Grant Update

Updates given on the Spaulding, McAlister, SHS grant funded projects.

November Financial Update

Reviewed the district financial results from November 2024. Excess cost reimbursement from the State of CT 2025 came in 62% vs. the 75% expected, leading to challenges managing the budget.

Food Services Updates

No new updates.

FY26 Budget Update

Discussed plans for upcoming budget preparation.

Adjournment

Motion to adjourn was given by Maureen Sattan, seconded by Melissa Finnigan. The meeting was adjourned at 5:06PM.