

**Finance and Facilities Subcommittee
Meeting Minutes
Central Office Conference Room
October 30, 2025
4:00 p.m.**

Present: Melissa Finnigan, James Mol (Zoom), Sam Toskin, Business Manager Eric Remington, and Superintendent Matthew Dunbar

Absent: Greg Sparzo, Maureen Sattan

Call to Order

Finance and Facilities Subcommittee Chair Sam Toskin called the meeting to order at 4:05 p.m.

Facilities Update

A consulting firm has been engaged by the Permanent Building Commission to evaluate the middle school project. Special Education Annex project evaluation is still underway. Lastly, RFQ process for an architect for the Suffield High School shingle roof replacement is underway.

Financial Update

While very early in the fiscal year, Suffield Public Schools is on track from a budget perspective.

Capital Improvements

A preliminary ACCE list has been prepared and will be presented to the Board of Education on 11/03/2025.

Food Service Update

Capital improvements discussed as well as YTD Food Service results.

Transportation Update

Suffield Public Schools Administration reviewing data on transportation comps from other districts to evaluate a possible extension of the transportation contract.

Adjournment

Motion to adjourn was given by Melissa Finnigan, seconded by Sam Toskin. The meeting was adjourned at 4:47 p.m.