

**Finance and Facilities Subcommittee  
Meeting Minutes  
Central Office Conference Room  
November 20, 2025  
4:00 p.m.**

**Present:** Melissa Finnigan, James Mol (Zoom), Maureen Sattan, Greg Sparzo, Sam Toskin, Business Manager Eric Remington, Director of Facilities Larry Plano, and Superintendent Matthew Dunbar

**Absent:** None

Call to Order

Finance and Facilities Subcommittee Chair Sam Toskin called the meeting to order at 4:08 p.m.

FY27 Capital Projects

Discussed capital improvements that will be submitted to ACCE for fiscal year 2026. The Board of Education and District will work with the Town to secure a contingency plan and/or fund for non-emergency Middle School capital improvements.

Facilities Update

The District is working on estimates for the Suffield High School roofing.

Facilities Director Plano left the meeting at 5:00 p.m.

FY26 Financial Update

The District is still compiling financial results for October 2025.

Food Service Update

Food service financials are healthy and the district is working with our vendor to control costs while balancing healthy options.

Transportation Update

Negotiations are ongoing for an extension of the bus contract.

FY27 Budget Process

Discussed ideas on how to streamline and stay communicative throughout the budgeting process.

Adjournment

Motion to adjourn was given by Maureen Sattan, seconded by Greg Sparzo. The meeting was adjourned at 5:37 p.m.