

**Finance and Facilities Subcommittee
Meeting Minutes
Central Office Conference Room
December 18, 2025
5:30 p.m.**

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

Absent:

Call to Order

Finance and Facilities Subcommittee Chair Sam Toskin called the meeting to order at 5:36 p.m.

Facilities

Reviewed updates to the McAlister Intermediate School remediation project. Work continues with the architecture firm to file the Suffield High School roof replacement grant application in January 2026.

Food Services

Lunch service continues to be altered due to the McAlister school remediation project.

Transportation

District Administration continues to work on a new bus contract. Entertaining proposals as well as working with legal counsel to evaluate pricing options. Will be presenting those options to the Board of Education with a recommendation in late January - early February.

November Financial Report

Reviewed financial results, district financials are improving versus October results.

FY25 Financial Statements

Auditors are reviewing the financials for final close out, looking for the district results to be certified by 12/31/2025.

FY27 Budget

Concerns going forward regarding potential increased health insurance and transportation costs. Looking to present a preliminary budget to the Board of Education in January.

Adjournment

Motion to adjourn was given by Melissa Finnigan, seconded by James Mol. The meeting was adjourned at 6:29p.m.