

GROTON BOARD OF EDUCATION
FINANCE/FACILITIES COMMITTEE MEETING MINUTES
MARCH 3, 2026 @ 6:00 P.M.
REMOTE MEETING

Members Present: Jennifer White, Adrian Johnson, Jay Weitlauf (left at 7:00 p.m.)

Also Present: Susan Austin, Rita Parciak, Sam Kilpatrick, Beverly Washington, Shannon Weigle, Carl Franklin

Chairperson White called the meeting to order at 6:01 p.m.

1. Review February 3, 2026 Meeting Minutes – The committee reviewed the minutes; no corrections were submitted.
2. Referral
 - a. Property Adjacent to Fitch High School – Adrian Johnson stated the 3.5 acre property begins right before you get to the gymnasium area. He'd like to hear from FHS and the town's Fields Task Force to see if they feel there is a use for the property. Jay Weitlauf agreed with Mr. Johnson. Jennifer White thought that perhaps the property could be used as a JV baseball field. Carl Franklin, the owner of the property, stated that the property is about 4 acres and the driveway is a right of way, which was purchased from private owners of that area, and is big enough for one car at a time. There are stone walls around the entire property and the property is mostly flat; a staircase may need to be built to get down to the property from the school. Three of the acres are open and the other acre has a house on it. The property is not subdividable. Mr. Franklin stated that if the school district is interested in the property, he suggested that it could be used as a solar farm to power the school or used as additional parking. It could also be used as a baseball field if the house is demolished. Superintendent Austin will speak to the principals and Marc Romano regarding their thoughts of potential uses of the property. Mrs. White will reach out to John Burt regarding having the Fields Task Force review uses of the property.
3. Establish Finance & Facilities Baseline Goals and Expectations – Mrs. White will create a PowerPoint presentation of the committee's goals and expectations, which was discussed at its last meeting. Superintendent Austin shared that we already keep a tracker regarding maintenance of the facilities and safety items.
4. Director of Finance Report
 - a. Update Audit – Rita Parciak stated that the audit is ongoing and has been extended to March 31.
 - b. Non-Lapsing Funds – Mrs. Parciak stated that we have a final amount for the non-lapsing fund in the amount of \$663,517. Mr. Johnson asked if the \$663,517 is the amount that will be needed for the current budget to fill in the gaps. Mrs. Parciak responded that she felt most of it will be needed, but is hopeful that there will be a balance.

The committee will hold a special meeting on Wednesday, March 18, at 6:00 p.m. to review the proposed FY25 true-up transfer and the non-lapsing funds prior to Mrs. Parciak presenting the information to the full Board.

5. Director of Facilities Report

- a. CB Roof Replacement Grant – Sam Kilpatrick stated that it appears that the process has changed at the state. We received authorization to move forward with the project, but we've not been told, nor have we received a letter from the state allowing us to go out to bid. He has a call into the state for guidance. Due to the compressed timeline, Mr. Kilpatrick is concerned that we may not get as many bids as roofing contractors have already lined up their work for the summer.
 - b. HVAC Grant – Mr. Kilpatrick stated that the town manager suggested we apply for this grant as it goes through the education department and not through the town. The grant is for the HVAC system at Catherine Kolnaski and Northeast Academy. Mr. Kilpatrick stated that Fuss & O'Neill have already given us estimates on the project, but he will be reviewing the estimates with them as there may be pricing updates. Shannon Weigle stated that this grant needs to go through the Department of Administrative Services (DAS) as a school construction grant. The grant is considered a non-priority grant; we submit the application and it's reviewed on a case-by-case basis. The reimbursement amount is 57%. Mr. Kilpatrick stated that in the past, the town had to vote to finance 100% of the cost and then they get the reimbursement rate that the state sets for the project.
 - c. Snow Removal
 - i. Insights from recent storms – Mr. Kilpatrick shared that his department just finished cleaning up yesterday from the blizzard. He said that between the cold temperatures and the wear and tear on the equipment, there were a lot of equipment breakdowns. Superintendent Austin stated that the city and town were facing the same situation. She commended the collaboration between the city, town, and Groton Public Schools in cleaning up our facilities to open the schools.
6. Future Items – Mrs. White reviewed the attached future items document with the committee. She stated that the dates notated on the document are not finalized and that the items may be moved to a different month. Mr. Johnson would like to talk about the operational review at a future meeting. Superintendent Austin will speak with Mrs. Parciak as to when to put this item on a future agenda. Bev Washington stated that anything having to do with the operational review should be discussed at a COW with the full Board.

The meeting adjourned at 7:25 p.m.

FINANCE/FACILITIES COMMITTEE

FUTURE ITEMS

DATE	TOPIC
April 2026	Vehicle Replacement Tracker - Facilities
April 2026	School Maintenance Tracker - Facilities
April 2026	DREAM - Dates & Deliverables, Mary Morrison - Superintendent
May 2026	Purchasing Policy & Procedures - Both
May 2026	List of Major Contracts to renew in 2026/2027 both for labor and material/services - Finance
June 2026	Review of Student Meal Balances
July 2026	Budget Administration Needs/Request - Finance
July 2026	Lessons learned 2026 budget process
July 2026	COW versus Special Meeting during budget process - Referral