

**Finance and Facilities Subcommittee
Special Meeting Minutes
Central Office Conference Room
September 3, 2026
4:00 p.m.**

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

Absent: Debra Dudack

I. Call to Order

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

II. Facilities Project Update

Director of Facilities Larry Plano outlined the status of projects throughout various buildings. Most projects are being completed within acceptable timelines and on budget. Longer term projects such as a potential photovoltaic roof at Suffield High School and exterior work at Spaulding School are still in progress.

Superintendent Matt Dunbar discussed findings related to the Suffield Middle School Building Project new building site selection, as well as options associated with “Renovate as New.” There is a proposed meeting in the future between the Suffield Permanent Building Commission and the Board of Education to discuss these options in greater detail.

III. Financial Update Fiscal Year 2027

Business Manager Eric Remington reported no substantive changes to the 2025-2026 financial statements, which is still awaiting formal auditor sign off.

IV. Transportation Update

Mr. Remington reported no significant issues since the start of school on bus routes. Routes will be frozen for a few weeks to give the drivers time to learn the new routes, with some minor changes anticipated after that time.

V. Food Service Update

Mr. Remington reported the district’s Food Service Director was focused on changes to both food quality and nutrition of our menus for school year 2026-2027. Further updates will be provided as more data becomes available, especially related to students taking advantage of the free breakfast program.

VI. Review District Benefit Plans

Mr. Remington reviewed potential future benefit options and will provide additional details in future meetings.

VII. Adjournment

Motion to adjourn was given by Sam Toskin, seconded by Maureen Sattan. The meeting was adjourned at 5:22 p.m.