

**Finance and Facilities Subcommittee
Special Meeting Minutes
Central Office Conference Room
October 1, 2026
4:00 p.m.**

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

Absent: Melissa Finnigan

I. Call to Order

Finance and Facilities Subcommittee Chair Sam Toskin called the meeting to order at 4:07 p.m.

II. Facilities Update

Director of Facilities Larry Plano provided updates to our current facilities capital improvement projects.

III. FY28 Capital Projects

Reviewed plans for FY28 projects, and discussed the OSHA program that allows safety consultants to inspect our facilities, identify hazards, and help build safety programs without fear of citations or fines. The district is crafting a list of capital projects the district would submit to the Town of Suffield for the 2028 ACCE improvement request list.

IV. Suffield Middle School Building Project Update

Discussed the Suffield Middle School Building Project. Most updates were provided during the joint PBC/BOE meeting held September 17, 2026. A Tri-Board (PBC/BOF/BOS) will be held to discuss the viability of the SMS Building Project, slated for mid-October.

V. Financial Update

Business Manager Eric Remington reported that FY26 financials are closed but awaiting auditor review. Overall, FY27 budget results are neutral so far. Outplacements and substitute budgets are being closely monitored.

VI. FY27 Budget Update

Mr. Remington discussed the FY28 budget development process. District Department Heads are submitting requests, with District Administration urging restraint and fiscal responsibility.

VII. Adjournment

Motion to adjourn was given by Maureen Sattan, seconded by Sam Toskin. The meeting was adjourned at 4:46 p.m.