

**East Lyme Board of Education - East Lyme, Connecticut
Finance, Facilities, and Operations (FFO) Committee
Meeting Minutes**

FILED IN EAST LYME
CONNECTICUT
Sept 5 2014 AT 8:30 AM/PM
Cerlynn Blain
EAST LYME TOWN CLERK

MEETING DATE: Monday, August 25, 2014
LOCATION: Room B101, East Lyme High School
ATTENDEES: Al Littlefield (Co-Chair), Pam Rowe (Co-Chair), Barbara Senges, Jill Carini, Don Meltabarger (Business/Facilities Director), Nancy Burdick (Business Manager) Laurie Zaneski (East Lyme High School Asst Principal)

Committee meeting was called to order at 6:00^{PM} by Al Littlefield (Co-Chair).

MEETING CONDUCT

1. Discussion: End-of-Year Budget Transfers for FY-2014

Don Meltabarger (Business/Facilities Director) and Nancy Burdick (Business Manager) presented the Committee with the end-of-year Budget Transfers for FY-2014. These transfers totaled \$2,353,040.00. Many of these were anticipated throughout the year and are necessary to balance the end-of-year budget. The entire Board will review/act at on the transfers at the full board meeting.

The Committee requested a detailed breakdown of the Salary (Custodian) – Overtime/Community Use (122, 123, 130) to determine how much is attributed to Overtime and how much is Community Use.

2. Discussion: ELPS Out-of-District Student Tuition Rate for 2014-2015 School Year

Don Meltabarger (Business/Facilities Director) provided the Committee with details regarding the proposed tuition rate for out-of-district students for the 2014-2015 school year. The Committee was receptive to the minor \$390 increase. The entire Board will have an opportunity to review the proposed tuition rate and discuss/act at our September meeting.

3. Discussion: CL&P Energy Opportunities Lighting Proposal for ELHS

Don Meltabarger (Business/Facilities Director) presented a recently received CL&P Energy Opportunities Lighting Proposal. The proposal would encompass removal of existing fixtures and replacement with new light emitting diode (LED) fixtures.

Project Cost:	\$89,405.71
Project Incentive (<i>Immediate Savings</i>)	\$35,762.29 (<i>approximately 40% of the Project Cost</i>)
Net Cost:	\$53,643.42
	<i>(Financed at 0% with a 3.2-year payback)</i>
Monthly Payment:	\$ 1,375.47
Monthly Savings:	\$ 1,410.60
Net Monthly (Positive) Cash Flow:	\$ 35.13

The Committee felt that this might be another cost-savings measure that we should investigate and perhaps pursue. The entire Board will have an opportunity to review this proposal and discuss/act at our September meeting.

4. Discussion: Review of ELPS Summer Projects

Don Meltabarger (Business/Facilities Director) reviewed the Summer projects completed/in-progress:

- Tennis Court Refurbishment – After a couple of delays, the completion is anticipated in October
- Roof and Door on East Lyme Rowing Boathouse
- Computer, Smartboard, and Technology upgrades
- Central Office Roof – Architect selected (Silver/Petrocelli), Request for Qualifications being drafted to be followed by the release of an Request for Proposal. (Anticipated State reimbursement of 44%.)

5. Adjournment - The meeting was adjourned at 6:45^{PM}.

Respectfully Submitted,

Albert L. Littlefield

Albert L. Littlefield, Co-Chair

Pam Rowe

Pam Rowe, Co-Chair