

East Lyme Board of Education
Finance, Facilities and Operations Committee
Monday, August 9, 2010
East Lyme High School – Room B100
7:00 PM

Members Present: Beth Groeber (Vice-Chair), Kevin Seery, Rich Steel

Members excused: Marlene Nickerson (Chair), Tim Hagen

Administrators Present: Jim Lombardo (Superintendent), Don Meltabarger (Business/Facilities Director), Nancy Burdick (Business Manager), Jill Curioso (Director of Technology)

The meeting began at 7:00 PM

1. FY-10 Year End Budget Transfers

All funds remaining at the close of the fiscal year 2009-2010 are required to be returned to the Town. The list of encumbrances for the year was reviewed by Don with notable features included the \$291k for health insurance and prepays for the 2010-2011 year of the Core Network maintenance and musical instrument rentals. Encumbrances as of June 30th total \$899,261 with \$54,065 being returned to the Town.

The transfer will be requested for approval at the next regular BOE meeting.

2. Update on Summer Work

The majority of summer projects across the district are completed. These include (district wide) cleaning and various upkeep projects and appointment a new facility director (Ted Hunt lateral movement into new role),

Other notables:

MS: updates to accommodate the Medically Fragile program (taken over from LEARN this year), new generator (secured with \$58k grant money from the town) and Chartwells cafeteria renovations.

HS: boiler replacement (completion projected in Sept), planetarium seating reupholstering, and kitchen/cafeteria renovations, culinary arts room renovations. For the latter project (culinary arts) construction will start summer of 2011 and an architect and floor plan are chosen. The full plan will be presented to BOE/BOS/BOF in the coming months.

3. Proposed 2010-2011 Out-of-District Tuition Rates

As per the recent policy update to #3240, tuition rates for the 2011 calendar year are set at \$12,800. This compares to the 2009-2010 rate of \$12,679 and is less than the 5% limit cap.

The setting of this tuition rate will be requested for approval at the next regular BOE meeting.

4. Proposed Telephone System Upgrades for High School, Flanders School and Central Office -

Part 2 of an overall upgrade to the telephone and intercom and voicemail systems was presented, this time for Central Office, Flanders, and the High School. The proposal will reduce our line usage from 278 to 38 with an annual anticipated cost savings of \$35,284.92. Funding for these upgrades comes from a town 5 lease at the cost of \$105,252.10, payable in monthly installments. At the end of the 5 years, the town will own the equipment.

The request to approve this purchase/upgrade will be presented at the next regular BOE meeting.

5. Proposed District Network Contract

ELPS has put out a request for proposals for the furnishing and delivering of district wide Information Technology Consulting Services. Bids are due back by August 16th, 2010. Consulting generally consists of up to 64 hours/month time commitment, covers all 5 buildings plus central office, and has been handled by Business Network for the past 3 years. The relationship with Business Network has been very positive with excellent feedback from Jill on the working relationship.

6. Proposed HVAC Full Labor and Service Controls Maintenance Program Contract

ELPS has put out a request for bid for HVAC Full Labor Maintenance Program and Service Contract for Automation and Temperature controls. Bids are due back by August 12, 2010. This proposal covers all 5 district buildings plus central office. Currently the town uses EMCOR New England Mechanical and there has been positive feedback with this working relationship too.

Public Comment: None

Adjournment: The meeting was adjourned at 7:50PM.

Respectfully submitted,
Beth Groeber
Beth Groeber, Vice-Chair