

East Lyme Board of Education
Finance, Facilities and Operations Committee
Monday September 13, 2010
East Lyme High School – Room B100

Members Present: Marlene Nickerson (Chair), Beth Groeber (Vice-Chair), Tim Hagen, Kevin Seery, Rich Steel

Members excused: None

Administrators Present: Jim Lombardo (Superintendent), Don Meltabarger (Business/Facilities Director)

The meeting began at 8:45 PM

1. FY-11 Budget Transfers

An overview of a request for budget transfers was reviewed. The request is in response to moving previously external placement services to in house ABA and Medically Fragile programs. Also included is converting a 0.5 Certified Administrative Salary position in order to cover the 1.0 SPED Coordinator position. Total amount of the request is for \$186,962, to be reviewed and approved by the full board at the next regularly scheduled board of education meeting.

2. Recommendation Regarding District Facilities Feasibility Study

Returns on the open bidding process for the District Wide Feasibility study yielded eight potential firms. The top three firms were interviewed and the company with the lowest bid, submitted by Kaestle Boos at \$28,500, is recommended. Kaestle Boos has worked with numerous surrounding districts and Don reported that all claimed satisfaction with the work provided. Other firm's quotations were either out of scope with the intent of the study and/or out of the reasonable price range of what is expected to complete the work. The purpose of this study is to assess the district wide facilities for current building conditions (integrity of structures, electrical, security, etc.) and to assist in developing a long range plan for optimizing our facility usage. The Board reviewed the Kaestle proposal and requested the next in line (Silver/Petrucci & Assoc.) for comparison. All agreed that drawing in Town representatives and expertise in this process would be beneficial. The recommendation will be presented at the next regularly scheduled board of education meeting.

3. Preparation for 9/27/10 Discussion Regarding HS Athletic Complex

The FFO made suggestions for scope of the upcoming presentation, both for the 9/27/2010 Board meeting and for an anticipated Public Hearing. Tough questions were anticipated and board members provided suggestions for what those might be as well as how to prepare. Strategies for publicizing the project, including drawing town participation in a Public Hearing were discussed.

4. High School Culinary Arts Update

Discussions with TLB Architecture (Michael Fortuna, Architect) are underway to design the HS culinary space (cost of \$29.5k) and potentially oversee the construction. Current plans are over the \$280,000 approved capital budget and this firm has particular ideas regarding savings that may be realized, such as on kitchen equipment. The hope is to obtain the equipment at wholesale prices via Gold Globe Equipment Co. A more detailed plan will be presented at a future FFO meeting.

Public Comment: None

Adjournment: The meeting was adjourned at 10:25 PM.

Respectfully submitted,
Beth Groeber
Beth Groeber, Vice-Chair