

East Lyme Board of Education
Finance, Facilities and Operations Committee

Tuesday, October 12, 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), Mike Susi (HS Principal), Ted Hunt (Facilities Supervisor)

The meeting began at 8:52 PM

1. FY-11 Budget Estimate

The fiscal year 2010-2011 budget to date was reviewed. Don noted a Transportation/Tuition to Salaries account transfer (see item 2 below) which in total will result in an anticipated ~\$271k surplus. This is a reflection of savings realized through keeping students in district for special services. Additional surpluses include the furlough day offered back by the Custodians for \$81k and \$30k savings in heating oil (contracted price now locked in). One deficit line was noted as due to additional district contributions to the town pension fund of \$55k. The estimated net balance for the year currently shows a surplus of \$363k.

2. FY-11 Budget Transfers

An overview of a request for budget transfers was reviewed (note this is an amended list originally presented at the 13th Sept FFO meeting). 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 now \$221,485, to be reviewed and approved by the full board at the next regularly scheduled board of education meeting.

3. BOE Public Hearing Discussion re: HS Athletic Complex Project

The FFO discussed the public hearing of Oct 7th. It was agreed that aside from some specifics regarding the nature of the structures and turf, the reaction has been very positive to the project. Additional concerns were reiterated by board members regarding the safety of the crumb infill and need to assess environmental impact as well as the need to consider other athletic facilities areas of need. Taking into consideration results of the upcoming feasibility study was also discussed. The Athletic Complex committee remains committed to drawing in public comment and addressing questions and concerns raised by the community and board members.

4. Copier Lease Renewal

Don presented the renegotiated copier lease agreement with CBS (Connecticut Business Systems) who currently hold the '06-'11 district contract. CBS will pay off the remaining balance of current lease at ~\$70k with new services starting Aug 2010. A lower monthly cost will result in a monthly savings of \$518.51 or \$6.2k/year, or \$31k over the life of the 5 year contract. Some noted upgrades to machines (multifunction) were discussed such as compressed files and more efficient transmission speeds. While efforts to reduce printed hard copies continue, the advantages of improved multifunction device features were felt as important for district wide printing efficiencies. The lease agreement will be presented at the next regularly scheduled BOE meeting for full approval.

5. Green Cleaning Program in Schools (CT Public Act 09-81)

The recently passed State of CT Public Act No. 09-81 requires that on or before July 1, 2011 schools will adopt a green cleaning program for the cleaning and maintenance of the school buildings and facilities within the district. All cleaning products will need to conform to "environmentally preferable cleaning" certified products. Notification to the district parents will be sent regarding the new policy which restricts bringing into the schools any product not approved. Don presented a plan which the district will use for its green cleaning program, as outlined by MD Stetson, Co., Inc.

The plan focus is on cleaning for health without harming the environment (including indoor air quality). The district will be in the process of switching over to full implementation throughout the year with full adherence to the policy by the July 1st 2011 date.

6. Operational Review of the ELPS School Lunch Program by ELPS Auditor RSM McGladrey, Inc.

The results of an external audit of the ELPS School Lunch Program were presented. The auditing firm, RSM McGladrey, reviewed the case involving the Sept 2009 misappropriation of funds by Chartwells and conducted a review of follow up (corrective actions) as well current practices and policies. In summary, during the course of their audit they observed several practices for which they made some advisory recommendations (i.e. register training, money handling and deposits procedure adjustments). They overall believe the corrective policies/procedures taken in response to the 2009 event are sufficient. They recommended ELPS follow up on the routine Loss Prevention Review conducted by Chartwells in June 2010 to ensure adequate/appropriate action taken in response to their findings (four items were specified in this audit). Don and the administration are working closely with Chartwells to take into consideration the audit recommendations.

7. HS Boiler Update

Two of the five boilers are ready to use. These two are considered “non-condensing” boilers and can be used initially to heat the buildings. The remaining three require additional consideration for draining and disposal of the condensate which has some acidic quality to it. These features of “condensing” style boilers are known and are being addressed.

8. HS Chiller Noise Control Project Update

Padding has been installed to remediate the noise problem. Funds were obtained from the HVAC 2007 project money.

9. HS, FL, CO Phone Installation Update

Flanders and Central Office will be converted over to the new phone system over the holiday break. The HS will be done at the end of the year.

Public Comment:

Karen Rak, 27 Black Point Road, appreciates the comments by Ms. Groeber regarding the potentially negative impacts of tire crumb infill in the turf. She would have preferred more public input on what kind of facility was desired and has concerns for the aquifer and town water supply. She asked the BOE to be deliberate and thorough in its actions and not leave it solely to the town for decision.

Bob Gadbois, 358 Boston Post Road, expressed his concern regarding the effects of artificial turf on the town aquifer. He asked that any knowledge of the environmental risks to our water be taken into considered.

Adjournment: The meeting was adjourned at 10:38 PM.

Respectfully submitted,
Beth Groeber
Beth Groeber, Vice-Chair