

# POMPERAUG REGIONAL SCHOOL DISTRICT 15

Finance & Facilities Committee

Minutes

Wednesday, September 9, 2015

5:30 PM

**Location:** Central Office Small Conference Room  
Middlebury, Connecticut

Committee Members Present:

Mr. Paul Babarik, Chairperson

Ms. Janet Butkus

Mr. John Cookson

Mr. Richard Spierto

Also Present:

Mr. Keith McLiverty, Director of Finance & Operations

Ms. Regina Botsford, Superintendent of Schools

Ms. Ainslee Schifilliti, Administrative Assistant

1. Call to Order at 5:30 PM.....Mr. Paul Babarik	Call to Order
2. <u>Approval of Minutes:</u> On a motion by, Mr. John Cookson, seconded by, Ms. Janet Butkus IT WAS VOTED “To approve the minutes of June 10, 2015 as presented.  The motion passed unanimously.  On a motion by, Mr. John Cookson, seconded by, Mr. Richard Spierto IT WAS VOTED “To approve the minutes of July 7, 2015 as presented.  The motion passed unanimously.	Approval of Minutes  Motion To Accept Minutes for 6/10/2015    Motion To Accept Minutes for 7/7/2015
3. <u>Financial Report FY15-16:</u> Mr. McLiverty explained the Financial Report to the Committee. The report is in the developmental stage. There is approximately 85 percent encumbered in the report. There are some items that have not been encumbered yet and between now and November 1 <sup>st</sup> the available budget balance will go down and the encumbrances will go up and then it can be managed closer.  Mr. McLiverty stated there is approx. \$300,000.00 of unanticipated special education costs above and beyond the one contingency that was in the budget for 2015-2016. The total estimated shortfall, prior to covering any of it, is approximately \$750,000. A “soft freeze” was effective immediately. If purchases are instruction based, health, safety and it’s essential to delivering programs, those items will be approved. Also, the budget has to cover any potential food service deficit.	Financial Report 15-16

Mr. Babarik stated that Mr. McLiverty has done a great job in managing the budget last year. We are facing unanticipated challenges this year as a result of special education costs, above and beyond the adopted budget.

On a motion by Mr. John Cookson, seconded by Mr. Richard Spierto,  
IT WAS VOTED  
“To accept the Financial Report as of August, as presented.”

The motion passed unanimously.

#### 4. New Business:

##### **Award 2015-2016 Out of District Transportation Contracts:**

Mr. McLiverty handed out the 2015-2016 Out of District Transportation Bid sheet to the Committee members. He explained that the Region bids out the transportation for any Region 15 student that does not attend Region 15 to outside contractors. The spreadsheet showed all of the vendors/bidders listed on the top of the sheet and the vendors/bidders that were awarded an out of district transportation contract were bolded.

On a motion by, Mr. John Cookson seconded by Mr. Richard Spierto,  
IT WAS VOTED  
“To approve the Out of District Transportation Bids for the 2015-2016 school year as presented and forward to the Full Board for approval.”

##### **Discussion on Parking Fees:**

Mr. Babarik stated that there has been a lot of discussion regarding parking fees because a current Board member has misrepresented the purpose for which we charge a student for parking fees.

Mr. McLiverty and Mr. Babarik have discussed why students are charged \$250.00 for parking. Mr. McLiverty explained that for the parking:

2006 – 2008 the parking fees were \$125.00 per spot. It generated about \$37,000.00 in revenue, but the expenses were approx. \$40,000.00 to \$50,000.00. The expenses were for two employees in the guard shed, maintenance of parking lot, painting lines and a portion of the plowing costs.

2008-2009 the parking fees were \$200.00 per spot. This brought revenue in of approx. \$60,000.00. The expenses were approx. \$60,000.00 from 2008-2010.

2010-2011 the parking fees stayed at \$200.00 per spot. The expenses were approx. \$98,000.00, due to additional security being added. Parking fees were \$200.00 per spot from 2008-2013.

2013-2015 the parking fees were \$250.00 per spot.

There are 264 spots available each year. There are 46 additional spots that are held until after winter. At that point parking spots are sold per diem. Currently it costs \$1.38 per day for a student to park their car, when last year it cost \$1.11. Every bus has a seat for students to be transported to school.

There will be more discussion on parking fees at the next BOE meeting.

Motion To Accept  
Financial Report

New Business

Award 2015-2016 Out  
of District  
Transportation  
Contracts

Motion To Accept 15-  
16 Out of District  
Transportation Bid

Discussion on Parking  
Fees

**Update on Summer Projects (Facilities):**

Mr. McLiverty stated that the Turf Field was completed with minimal issues. The track replacement will start at the end of September and be completed mid October. Two sections of the roof at Rochambeau Middle have been completed. Major concrete work was done at Middlebury Elementary, Pomperaug High & Long Meadow Elementary. Tennis courts at Memorial Middle School were re-surfaced. Re-tubing of three boilers and two new hot water heaters at Pomperaug High. Inside lights at Long Meadow are on motion detectors.

Update on Summer Projects (Facilities)

**Update on Summer Projects (Technology):**

Mr. McLiverty stated that there were 1,100 PC's, laptops and chrome books were delivered and deployed. Switches were replaced and new fiber-optic cable was completed. The technology crew worked hard to get all of this done over the summer.

Update on Summer Projects (Technology)

**Update on 2015-2016 Budget:**

A brief overview of the YTD performance of the 2015-2016 budget was presented, and noted that there would be a more reflective Object Report once Sped requisitions were posted and all outplacements and costs were completely captured.

Update on 2015-2016 Budget

5. Public Comments

Public Comments

6. Executive Session (if required)

Executive Session

7. A motion was made by Mr. John Cookson, seconded by, Ms. Janet Butkus to adjourn the meeting at 6:38 PM.

Adjournment

The Committee adjourned in open session at 6:38 AM.

Respectfully submitted,



Keith A. McLiverty

Director of Finance and Operations

APPROVED