

**EAST HAVEN PUBLIC SCHOOLS
JOINT BUILDINGS & GROUNDS/FINANCE
SUBCOMMITTEE MEETING
MINUTES**

**EAST HAVEN HIGH SCHOOL BOARDROOM
35 WHEELBARROW LANE
EAST HAVEN, CONNECTICUT 06513**

**MONDAY, JANUARY 5, 2009
6:30 P.M.**

PRESENT: Mrs. Vitale, Mr. Finkle, Mr. Hammell, Mr. Hennessey, Mrs. Vineyard, Mrs. Geraci-Anastasio, Mr. DeNuzzo and Mr. Inglese

ABSENT: Mrs. Padua

ALSO PRESENT: Mr. Serio, Superintendent of Schools; Mr. Meoli, Assistant Superintendent of Schools; Mr. Martorella, Administrative Consultant to the Superintendent; Mrs. Acquarulo, Director of Pupil Services; Mr. Rizza, Director of Finance

1. OPEN MEETING

Mrs. Geraci-Anastasio called the meeting to order at 6:42 p.m.

2. Discussion of Boilers at JMMS

There was discussion on the boilers at the Middle School. Mr. Travaglino explained that both boilers had cracked sections, one had been credited and he was not sure on the second one or if the work had been completed at this point. There was discussion on whether there was a maintenance schedule for the boilers and Mr. Travaglino explained that once a year they are cleaned and they are watched on a daily basis. There was discussion on the reasons for the cracks in the boilers. One of the causes was the difference in temperatures

from the water that was returning vs. the water coming out. If it was 40 degrees or colder than the returning water, it would cause the rib to crack. It would cause it to shock. There was some discussion on who was responsible for ensuring the boilers were maintained and working at the schools and also on the cost of the repairs which was approximately \$7,000 for each boiler. The systems in the schools were mostly the same except in Carbone and Momauguin. Mrs. Vitale stated they really needed the NESDEC Report to determine the fate of the schools. Mr. Hammell wanted to know if they had any contracts for the boilers at any of the schools. Mr. Travaglino stated no. Mr. Hammell stated they had Dornfeld and other outfits that come in to fix the boilers. Was this just putting out fires or was it for preventive maintenance? Mr. Travaglino felt this was an isolated case. Were the boilers cleaned every year? Yes, this was usually done in the summertime. Mrs. Vitale stated they did not see that it was done this year. Mr. Travaglino explained that a lot of work did not happen in the year because of circumstances. Mr. DeNuzzo asked about the lifespan of the boilers. These boilers were brand new 14 years ago. Mr. Hennessey stated that the boilers did not crack from cleaning or lack of cleaning. Only a few things would make them crack which was a temperature differential, they were not torked right or the casting was bad from the beginning. Mr. Travaglino stated the manufacturer admitted to the fact they had a problem and that was why they agreed to warranty one of the sections.

The Middle School had a lot of issues because of the age of the building and the way it was designed. Mr. Travaglino stated that an energy study would have helped us to identify a number of these issues. He explained the process of how the study worked and how in the long run you could save "x" amount of dollars over the course of three years. What they tried to do was to extrapolate it out and tie it into a year number. Mrs. Vitale asked what was holding them back from the energy study being done. Who initiated it? Mr. Travaglino stated it would start with us and then end with Town Hall. Mrs. Vitale stated they should do this. Mr. Travaglino stated he would be happy to get that information for them.

Mr. Mauro stated they had the energy study going right now. They met in the Superintendent's office six months ago with Mr. Travaglino

and they were waiting for the final report. Mr. Mauro stated the boilers had nothing to do with the situation here. Energy has to do with efficiency and nothing to do with how it works or breaks down. Mr. Mauro was involved with the first boiler and he stated the reason it cracked was due to the lack of maintenance in one of the water shutoff valves. The boiler was being run with no water; that's why it cracked. Mr. Mauro stated he had spoken to Frank and he thought that they were going to put another safeguard on there. This would ensure if the boiler ran out of water, it shuts down; it was not done. This was only a \$500 item.

Mr. Finkle asked if Mr. Mauro had informed Mr. Travaglino. Mr. Travaglino stated there was some discussion to his knowledge with the company that replaced the parts. Mr. Hammell asked whose responsibility it was to get that done. Mr. Mauro spoke about how the subject came up and stated the Town had the money in Capital Improvement to pay for it. Mr. Hammell wanted to know who was responsible to see that it got installed. Mr. Travaglino stated the contractor was to get back to them and give them some quotes. As far as the \$500, this was the first he was hearing of that number. He didn't know if it was a quote that came through, but it did not come to him. Mr. Serio stated they were supposed to follow-up on that. Mr. Hammell asked how long it was before someone said it was time to follow up on that. Mr. Rizza stated today. The answer to the question, when did it pop up that is didn't get done, it was today. The contractor was George Ellis. Mr. Hammell asked again whose responsibility it was and Mr. DeNuzzo responded that it was a lack of communication. He did not feel holding someone responsible at this point was fair. **Mr. Mauro stated it should have been done when the boiler was fixed, but it could still be done. Mrs. Vitale stated they needed to make sure that it got done. Mr. Travaglino will call George Ellis to get a quote on the safety guard, get approval, and take care of it.**

Mr. Hennessey asked why they would not get every boiler done since they know of this potential problem. Mr. Mauro responded they did not know if they were on the other boilers. Mr. Hennessey stated they should know. Mr. Hammell asked if it would come out on the energy report. Mr. Mauro stated no, it was strictly related on how to save energy. **Mrs. Geraci-Anastasio asked if they could do a**

sweep of the buildings and make sure it happens. Mr. Mauro stated that Frank could look at every one of these boilers and tell you if the controls are maintained properly or not. Mrs. Geraci-Anastasio stated they should have safeguards on them. Mrs. Vitale asked Mr. Travaglino to direct Frank to do that.

3. Discussion on NESDEC Report

Mr. Serio stated they had met with Mr. Kennedy from NESDEC for a couple of hours and asked Mr. Meoli to update the Board. Mr. Meoli spoke with Mr. Kennedy today regarding doing a presentation the week of January 26th. The Power Point presentation would be between 45 minutes and 1 hour. The meeting should be held in the auditorium at the high school and would be open to everyone. There was discussion on whether they could get this information earlier in order to help with the budget process. Mr. Meoli explained that the date of January 26th was a fast turnaround time for them. **The NESDEC meeting would be held January 26th at 7 p.m. in the auditorium at the high school.**

Mr. Serio stated it was up to them and the Board of Education to make recommendations and to work together on this. They needed to look at all of the possible ramifications from these discussions they felt were not only the best educational move for our students, but also what was going to be in the best interest for a long-term plan. The NESDEC report was probably not going to come out any different than some of the reports they received when they surveyed their buildings 20 years ago. Mr. Serio felt they would have to make the best decisions from the recommendations and the last thing they wanted to do was to put false statements out there. This would be the first presentation and town officials, long-range planning people, and the school building committee should be present. It was open to the public. **It was up to them to set up a series of Building and Grounds Subcommittee Workshops to discuss the different scenarios.**

There was some discussion on the financial status of the State and how this could affect them as far as the budget and any changes they were planning to make.

Mr. Hammell asked if this would be a preliminary report from NESDEC. Mr. Meoli stated he would make a point of incorporating that into the next verse of the report.

Mr. DeNuzzo stated the Governor was talking about reducing anywhere between 10-12% to the cities and towns as far as monies from the State of Connecticut. If that happened, where would that impact us in dollars and cents? Mr. Serio talked about the ECS Grant fund and how public education could get cut by 10-12%. He asked Mr. Rizza what that meant for them and it was about \$2.1 million coming to the Town from the State. This would affect the over \$18 million out of the ECS grant. It could be devastating to all districts. Mr. DeNuzzo asked if these monies came directly to the education budget or to the general fund to the Town. Mr. Serio stated they went to the Town. There was further discussion on ECS and the financial situation of the State.

4. Update and Discussion on GPS for Trucks

Mr. DeNuzzo asked what the purpose was to having the GPS. Were they trying to catch someone or watch somebody? Who proposed it in the first place? Mrs. Vitale stated it was for accountability. Mr. Hammell stated they had initially spoken about parking the trucks and not having them take them home. This came up as an alternative. It might be a good idea to park the trucks. It was a cost savings and provided accountability. Trucks had been seen on the weekends being used. Mr. DeNuzzo suggested using discipline methods instead of incurring another expense. There was discussion on the liability issue of the trucks being used on the weekends and the Board/Town being responsible. Mrs. Vitale stated it was the liability issue that wasn't being addressed here. All options including the GPS, parking the trucks, disciplining those caught driving at off times, and keeping track of the odometer readings were discussed in length. Legalities and the possibility of grievances were discussed as well. Mr. Serio explained that he had spoken with two attorney firms and they didn't say you can't have them park the trucks. It was not in their contract, but through past practice they had the trucks and had taken them home and it was something that could be negotiated. Mr. Hammell asked how it could become a negotiated

item if it was not in the contract. Let them file a grievance. He was talking about parking them. There was discussion on being short-manned and the fact they were in the height of the snow season. Mr. DeNuzzo stated if they were using a truck on a weekend because they called them in for it and they have an accident. Mrs. Vitale stated if they were on town time, then it wasn't a problem.

Mr. Inglese stated the only way they were going to stop this was to either put a GPS in or park the trucks. He gave an example of seeing a town truck out at Circuit City and he calls Mr. Travaglini up and talks to his driver. What would he say? He would say, "He got it wrong; I didn't use the truck." There was no way to prove it, unless you have a camera. There's no way of proving it. Mr. DeNuzzo stated if you saw the truck at Home Depot and you took the marker down. Mr. Inglese stated he would say he got the wrong marker. Mr. Serio stated he knew what Mr. Inglese was saying. Mr. Hammell stated they didn't have the resources to purchase the GPS at this time. The reason this was put on here was to put it to bed once and for all. Mr. Hammell stated he has a camera in his vehicle and on the weekends, he could have taken pictures in the last six months of our vehicles being used at Home Depot on a Sunday morning. Mr. DeNuzzo said, "Why didn't you?" mileage for the weekend Mr. Hammell stated it wasn't his job. Mr. DeNuzzo stated he was here complaining about it. Mrs. Geraci-Anastasio stated why couldn't it fall under excess mileage and it would get turned in. There should be no mileage activity on a Saturday or Sunday unless they were called in.

Mr. Mauro stated the administration thinks the trucks should be parked. They should have to punch in and pick the trucks up. They were paying for people to commute. Public Works would provide a place for them to park the trucks and they would fill them with sand. There was discussion on people "punching in". Mr. Hammell stated our guys don't punch in. Mr. Mauro stated if something happened to them when they were going home, then we are responsible. He could not believe they allow this. Mr. Inglese stated it would cost them approximately \$3,600 for GPS in the trucks for the first year. Once you own the equipment, you could stop the monitoring after testing it out for the first year. Mr. Hammell felt they would not have to go through any of this if they just parked the trucks. Mr. Travaglini

explained how in emergency situations the guys needed the trucks when they were called in at all hours and during bad weather. He explained that last night Mr. Mauro's men were not in and they were putting sand at the schools. How would they get their trucks if Public Works was not there? Mr. Mauro stated there was no gate and they could pull in and get their trucks. Mr. Hennessey asked how many of the guys were on call. Mr. Travaglino stated all of them. Mrs. Vitale asked what they were all on call for. They were on call for whatever the police called for.

Mr. Travaglino asked if they had a resolution so he could have some sense of where he was going on this. Mr. Inglese stated their options were a procedure for mileage, put a GPS in or park the trucks. Mr. DeNuzzo asked how long they had been using the trucks. Mr. Travaglino stated for 30 years. There was discussion on past practice and how this would probably become a legal issue. Mr. Serio stated it would be best to negotiate with or approach the bargaining union leadership and tell them what their issues were and see what they would have to do to negotiate that out so they could park the trucks. Mrs. Vitale asked if the Town had to bargain it out of the contract. Mr. Rizza stated they were part of the supervisory union in Town Hall. Mr. Serio asked if there was any resistance. Mr. Rizza stated no.

Mr. Mauro stated it was a change in working conditions; it was something that could be negotiated. The assessor used to take a car home and he was in a bargaining unit. They negotiated it out with a lump sum payment. Mr. Inglese asked who took cars home. Mr. Mauro stated the fire chief, fire marshal, Mark Camponera, Frank and Nick. Mr. Hammell stated they didn't have to negotiate when it was a change in working conditions. Mrs. Geraci-Anastasio felt they should figure out a way to find room for the trucks and if there was an issue with legal they could iron it out before they jump through that hoop. Perhaps they should start with tracking mileage. Mr. Inglese felt they would be "spinning their wheels" with tracking the mileage.

Mr. Finkle asked what the number one issue was that they were concerned about with the trucks going home. How do you remedy liability? Eliminate the liability. With GPS you don't relinquish the

burden of liability. If liability was the concern, he did not feel there were too many options on how you could solve this problem. One option was for Mr. Travaglino to go to the union and talk to them and it was amicable and they work it out and Mr. Travaglino comes back at the next meeting. Or you take the trucks away and deal with the fallout which costs "x" number of dollars and they sign off and it's not a problem. The Board had to make a decision. Mr. Travaglino explained that right now they were in the heat of the snow season. This would probably slow them down by another hour or so in order to get the job done. It was something they were trying to take away after 30 years. They needed to be cognizant of the fact that there would be trouble getting the schools open.

Mr. Hammell felt that by allowing the trucks to be brought home, it was being abused. Mr. Travaglino felt the abuse should stop. Mr. Hammell felt there were two ways to stop it. Mr. Travaglino stated that one of the two ways they would be hurting themselves.

Mr. Mauro asked what the difference was if they drive to public works or drive to the school. Most of them had to go past Public Works. Mr. Travaglino stated that this school needed to be done first. Mr. Mauro said they needed to get sand and had to go there anyway. Mr. Travaglino stated they had their own supply of sand which they got from Public Works and our system was different than theirs. Mr. DeNuzzo stated right now you get an expeditious response and you wouldn't get that expeditious response. When was the new contract being negotiated? This was something that needed to be talked about. Mr. Serio stated they needed a realistic window of time to park the trucks like March 15th of this year. They needed to get by the snow season and a reasonable amount of time to secure a vehicle for themselves. He did not know what they personally had or didn't have. Mr. Hammell stated that was fine. They have to get served notice; a legal letter. Mr. Serio stated if they were served notice, he would probably be able to tell them by the next Board meeting what the response had been. Mr. Hammell stated he would probably know by tomorrow. Mr. Serio would let them know.

5. Discussion on Buildings & Grounds Secretarial Position

Mr. Hammell asked if they found any money for this position. Mr. Rizza stated there were funds available. It was not built into the document they would be looking at later. The cost was approximately \$350 a week for 19 hours a week with no benefits to start. It was a position that would be in the secretaries' contract. Mr. DeNuzzo asked why they needed this position. There was discussion on why this was needed and it was initially needed because of processing purchase orders that had to be written up and then someone else had to process them. Mr. Hammell stated this position came into play because they were looking to implement some accountability issues, some forms and work orders and Mr. Travaglino said he was only one person. Mr. DeNuzzo stated Mr. Travaglino left the decision up to the Board. He asked Mr. Travaglino if he could go without having a secretary. Mr. Travaglino stated he had been without for 15 years. Could he function? It depended upon how or who looked at it. Mr. DeNuzzo stated they had parents coming to them complaining about a lack of paper and books and they were talking about a secretary that he had managed without for 15 years. They should go without and take the \$20,000 and put it to better use.

Mrs. Vitale stated she was the instigator of this because some PO's got by Mr. Rizza and Mrs. Vaughn at that time. At that time, the finance office did not have enough people to look over these things and Joe said he needed a secretary. She asked Mr. Rizza if he now had the people in place to take care of this since this was not a good time to create a position. Mr. Rizza stated there were other safeguards built into the system that had been going on. Their electronic system was up and operational for over a year and a half. He felt timing was an issue because of the upcoming budget. He did not think they wanted to hire someone and then have to let them go. There was further discussion on why this position was first requested. Mr. Mauro stated they had hired a purchasing director whose purpose was to do some purchasing for the Town and Board of Education. They could extend services to Mr. Travaglino if he needed it. Mr. Rizza stated he and Mr. Mauro had discussed this already and one of the things he would be involved with was the Board of Education's PO processing. They could get him involved when necessary. Mr. Finkle asked what they were getting him involved

with. Mr. Rizza responded if Mr. Travaglino needs a hand. He did a lot of development of specifications. If Mr. Travaglino didn't have the time to do a certain bid spec, they could get him involved.

Mrs. Geraci-Anastasio left the meeting at this time. (8:15 p.m.)

6. Discussion on Overbrook Asbestos Invoice

Mr. Rizza stated the Town had paid one-half of the invoices. He was going to try to free up some additional monies in some old bond issues. Half of the amounts owed were paid to each vendor. Mr. DeNuzzo asked out of whose budget. Mr. Rizza stated the general fund. Mrs. Vitale asked if they were off the hook and Mr. Rizza responded unless the Board wants to jump in on the other half. Mr. Mauro stated that he thought that they had gone through all the old bond issues and he thought there was no more money. Mr. Rizza stated he thought there was one place they could find a little bit more, but he had to verify what was paid out of that one because it was a couple of years old. Mr. Mauro stated he had looked through every one of them and he didn't see any. He felt Mr. Rizza would be back here. If he didn't want to do it tonight, they would do it another night.

Mr. DeNuzzo stated he was ready to talk about it. If Mr. Maruo wanted to talk about it, they could dialogue it. Mr. Hennessey asked what they meant by a bond issue. What did it have to do with paying a bill? Mr. Rizza stated capital items usually came out of our funds that were eventually bonded. Mr. Hennessey stated that it couldn't be a capital item. Mr. Rizza explained they had done a lot of maintenance items, HVAC, flooring, all out of capital. Mr. Hennessey stated this couldn't be under GAP; he didn't think under GAP this could be a capital item. Mr. Rizza stated there was no problem under GAP; the Town had been doing it for over 30 years. Mr. Hennessey stated here was no asset with that bill; how could it be capital? Mr. Rizza stated there was no asset? Mr. Hennessey stated no, that was just labor.

Mr. Mauro stated that in the past there were things that were capital. Mr. Hennessey stated it was not capital because it was not an asset. Mr. Rizza stated it was a capital asset to the building by maintaining the value of our building. Mr. Hennessey felt they were stretching the

truth. Mr. DeNuzzo stated there was no maintenance involved in this issue. Mr. Rizza stated then it could come back to the Board and they would pay it out of the general fund. Mr. Hennessey stated a service was performed so somebody better pay. Mr. Rizza said this had been done for the last 25 years that he could verify the Town has bonded repairs and maintenance to its buildings to maintain its assets. It had been reviewed by auditors for the last 25 years with no citing, no mention of it or questions. It was done in every municipality within the State of Connecticut.

Mr. Mauro stated that this administration does not take capital improvements in that particular manner. A capital improvement was something that would last you 20 years; a building, roofs, something like that. However, in the past, Mr. Rizza was correct, it had been done that way. Mr. Finkle stated the argument was still again however you slice, dice or serve this thing, the taxpayers are paying a \$14,000 bill. It came out of our pocket. Mr. Rizza stated it made no difference because it was one pocket when it comes down to the taxpayer. They could come back with this in a week or so and talk about it again.

There was discussion on the remaining payment and how the Town and Board could probably be sued by both vendors. Mr. DeNuzzo stated the Superintendent didn't elicit and hire a contractor -- Mr. Rizza stated the work was performed in a school building; if you were a vendor, who do you sue? Mr. Finkle said everyone. Mr. DeNuzzo stated anybody can sue anybody. The point was neither the Superintendent nor this Board brought that company in. Mr. Rizza said he really didn't know if they wanted to discuss this with Ralph, they should direct it to him and discuss it with the Board. He didn't know who called who. There was further discussion on being sued.

7. Discussion on Maintenance Issues in School System

Mrs. Vitale asked Mr. Serio if they were still getting monthly reports from the schools. Mr. Serio responded that the principals have to fill out maintenance reports. Would they continue to get them? Yes.

Mr. Finkle just wanted to make sure he was clear on the last item. Before a bill was going to be paid, it would come back to this Board, correct? Mr. Rizza stated correct.

Mrs. Vitale asked if there were any other maintenance questions. There were none.

8. Budget Workshop

Mrs. Vitale stated they needed to set up meeting dates regarding the budget. They needed at least one meeting a week for a few hours just to discuss the budget. There was some discussion on when the budget was due at Town Hall. Mrs. Vitale asked what percentage of their budget was left for this year. Mr. Rizza stated that did not make it into this report tonight. At the moment, we have 60% of our money still available to us. Mr. Finkle stated a lot of stuff was loaded expenses at the end of the year. **He asked if they could add a line so they could see what was encumbered.** Mr. Rizza asked what was really encumbered. Mr. Finkle said yes, they could extrapolate the rest out of it. There was further discussion on what columns would be set up on the next packet. Mr. Finkle asked if they could put it next to the column that would say whatever date you run that; the same date as last year. Mrs. Lewis stated they could do that. Mr. Rizza stated they could drop the 2003-04 off and they could give them four years of history data and what was expended to December and what was requested.

Mr. Hammell asked if they had the capability of seeing what their future contractual agreement percentage increases were. Mr. Rizza stated that was a separate sheet on future increases over the next two or three years. There was discussion on how the contract increases were negotiated and how they were obligated to those percentage increases. The only contract they were dealing with currently was the cafeteria. A pie chart which was part of this budget would show their contractual obligations.

Mrs. Vitale stated she would like to set up some dates. Mr. Rizza stated all the budgets were due to the Town Hall on February 2nd. Mr. Rizza explained the whole budget process and the dates they went to the different councils and how it culminated on the 23rd of

April. Mr. DeNuzzo asked on the drop dead date they still wouldn't know if the State cuts them. Mr. Rizza stated they would know a little more than they know today, but no final numbers. It could go into May or June. Everything had to be done by June 30th. There was an option in their Charter to reopen our budget. Mr. DeNuzzo asked what that would mean. It would mean that it was worse than they dreamed.

Mr. Finkle asked if they had a final number of where they ended last fiscal year 2007-08. Mr. Rizza asked if he meant what they spent. Mr. Finkle asked if this was a "goose egg". Mr. Rizza stated yes, it was gone. Mr. Finkle asked, "So no money was given back to the Town?" Mr. Rizza responded right.

Mrs. Vitale stated they would plan to have their budget meetings on Thursdays.

Mr. Finkle said being the budget was a lot of work, did they had any direction from Town Hall. Mr. Rizza stated not at the moment. Mr. Finkle stated there was a lot of work to do, so if there was a number they needed to back into instead of spending three weeks of their time on the budget. Mr. Rizza stated he spends four months plus three weeks with you guys of his time on the budget. Mr. Finkle said that's why he got paid, to do it. The problem was there was no grand list and with the uncertainty of what the State is going to do. Whatever monies came down from the State, the balance comes from the taxpayers here. It would not surprise him if they had to open their budget at a later date.

Mr. Loffredo stated he knows what happened last year. The Mayor was asking them to take a much greater role in the budget process this year. He had experience with high stress budgets and contingency plans. He stated that Stacy was contacting them to set up a visionary sharing meeting with the Mayor. Both Mr. Serio and Mrs. Vitale were invited to come to discuss some fundamental ideas they might want to consider. This would be the meeting where the Mayor will share what the Town's thoughts are when working with this budget, so you will have some idea of what you need to do. They could come to terms where they thought a budgeting process might

make a lot more sense this year than last year of where you need to go.

If the ECS fund drops, you need to have a contingency plan. Mrs. Vitale asked Mr. Loffredo with regards to the visionary sharing meeting, if any of the members of the Board of Finance and Town Council were involved. Mr. Loffredo stated just you guys put the budget together; the Mayor has her ideas and he shared his ideas with her.

Mr. Hennessey said when you start getting recommendations to get rid of this principal or that, then that was crazy. If they were going to start saying they needed to get rid of this position or that, they needed to discuss that now. Mr. Hennessey stated when they recommend it, they think they need it. Mr. DeNuzzo stated he appreciated where Mr. Loffredo was coming from but, there were 80-100 years of experience, that do have a degree in this, and they were the ones that fill the education system and make the proper recommendations to this Board. Mr. DeNuzzo stated they would make any needed cuts if there were to be any cuts made which they didn't know at this time. Mrs. Vitale stated they all share a vision though.

Mr. Loffredo stated it wasn't whether this principal had to go or that one had to go, that would be micro-managing and it was up to them to figure how to get there. Mr. DeNuzzo stated they had 3,600 kids in this district to educate; that's even more important than dollars and cents. He would leave it at that. Mr. Loffredo stated he was not suggesting otherwise; he was just suggesting applying the math to the best interest of the children.

The meeting dates for the budget workshops would be held on Thursday, January 15th; Tuesday, January 20th, and Thursday, January 29th. If they waited until the 29th, they would need to have a Special Board meeting in order to approve the budget.

Mr. Finkle asked Mr. Loffredo if there would be a problem with this education vision meeting being shared and incorporated into one of our meetings so the Board could understand what Town Hall's vision was for their education system. Mrs. Vitale stated that Mr. Serio and

she would bring it back to them. Mr. Finkle stated he did not want a budget coming out of Town Hall.

9. Any other business that might rightfully come before this subcommittee.

Mr. Serio informed the Board that he had made an administrative decision along with Central Office people and the high school administration to reduce U.S. Securities' hours. Our people would monitor the high school during the day and U.S. Securities would come in at 2:30 p.m., nights, weekends, and for bookings. Any additional shows would be paid out of the rentals. They had not been getting the effectiveness they were looking for. The head of U.S. Securities was very understanding and cooperative with the adjustment to their contract. Instead of paying U.S. Securities 205 hours a week we would be paying them for 100 hours a week. They would report directly to the high school principal and administration and would rotate through the different stations.

Mr. Serio also wanted to share that at the end of January, they would be putting together RFP's for some of their major contracts. The bus contract was up and they would be rebidding the management company for the high school and cleaning services. Also Whitson's Food Service has to go out to bid as well. Mr. Hammell asked if they had an evaluation as to our satisfaction on those that were one-year contracts based on performance. Mr. Serio stated they could have something put together. Mr. Rizza stated they were gathering information as they go specifically the operation of this building and the other cleaning contract. The food serve and the bus company were just due and the others are one-year contracts. Mr. DeNuzzo asked if Mrs. Vineyard had any comments. Mrs. Vineyard responded no, no comment.

Mr. Serio explained they had to change the Athletic Director's job description because someone in Town had written to the State Certification Bureau questioning the certification of our athletic director. Our website had never been adjusted from the last athletic director that was certified and thus they needed to adjust his responsibilities to meet the criteria that the State will accept. The athletic director's title would now be athletic coordinator and he would

not be doing district-wide initiatives. He would do high school and the middle school would supervise their middle school programs for now. Mr. DeNuzzo stated that was being done anyhow. They explained this to the State and when they receive word back they would share it with the Board.

Mr. Serio spoke about the letter that was handed out tonight regarding the roofing projects. There was discussion on what areas qualified and what did not. It was stated that the information would not come to us but to the School Building Committee. Mr. DeNuzzo asked if it could affect the 67%. Mr. Rizza stated it could depending on the problem. Any reports would go directly to the School Building Committee. Mr. DeNuzzo asked if they had gotten a report. **Mr. Rizza stated they have monthly meetings, you could get their minutes. Minutes come to Central Office. They will be put in the Board packets when received.**

10. ADJOURNMENT OF MEETING

The meeting adjourned at 8:55 p.m.

**RESPECTFULLY SUBMITTED,
SUBMITTED,**

RESPECTFULLY

**LISA GERACI-ANASTASIO, CHAIR
HENNESSEY, CHAIR
BUILDINGS & GROUNDS SUBCOMMITTEE
SUBCOMMITTEE**

**THOMAS
FINANCE**