



**MINUTES  
FINANCE COMMITTEE  
AVON BOARD OF EDUCATION**

**Avon Board of Education  
34 Simsbury, Avon, Connecticut 06001  
Meeting Room One  
Tuesday, October 8, 2019 - 5:30 p.m.**

**Attendance**

**Members Present:** Jay Spivak, Chair; David Cavanaugh; Laura Young

**Member(s) Absent:** Bogdan Oprica

**Administration Present:** Dr. Bridget Heston Carnemolla, Superintendent; Myles Altimus, Director of Operations; Heather Michaud, Director of Fiscal Affairs

**Others Present:** Debra Chute, Board Chair; Shirley Moy, Board Recording Secretary

I. Call to order

*The meeting was called to order by Jay Spivak, Finance Committee Chair, at 5:34 pm.*

II. Approval of September 30, 2019 Minutes

*Jay Spivak moved, Laura Young seconded, to approve the minutes of the September 30, 2019 Finance Committee meeting.*

*The motion passed 3-0-0.*

III. Financial Report September 30, 2019

Ms. Michaud reported that the financial report remained static with an increase in the encumbrances of \$672,000 due to transportation and contracted services. The unencumbered balance was reduced by 1.15% from the month prior. Ms. Michaud also provided details of the Use of Facilities fund, which showed expenditures increased slightly and revenue was received of approximately \$4,400.00. The revenue will continue to increase during the winter months. Ms. Michaud distributed a chart detailing the fees of Use of Facilities in the surrounding towns. A Special Education report was also explained which included information with estimates for the entire year, which showed an increase of just over \$8,000 from the same period last year with an increase of 2 students identified this year with the escrow account accurate through the end of the year. Dr. Carnemolla added that there are potential outplacements for this school year.

IV. Transfers

2020-15 - \$500.00 for science supplies at RBS

2020-16 - \$55.00 for Special Education supplies at PGS

2020-17 - \$410.00 for testing material for new students at PGS

2020-18 - \$315.00 for additional magazines due to increased enrollment at PGS

2020-20 - \$260.00 for music program instructional supplies at PGS

2020-21 - \$1,700.00 for the flexshare stations (racks) for science rooms at AHS

2020-22 - \$2,605.00 for a special wheelchair (DW)

2020-23 - \$1,453.95 for supplies in guidance at AHS

***Laura Young moved, David Cavanaugh seconded, to approve and move to the full Board budget transfers as presented.***

***Motion passed 3-0-0***

V. New Business

a. Capital Budget – FY 2020/2021

Mr. Altimus gave a quick recap of the progress of last year's requested projects and proceeded to provide detail of the projects that were being requested to be done, in order of priority, in the coming school year, which totaled \$1,120,000.00:

- RBS roof replacement (phase II) - \$210,000
- AMS entryway paver replacement - \$130,000
- AHS air handling/RTU replacement (phase I) - \$250,000
- DW security upgrades (phase III) - \$60,000
- RBS intrusion alarm replacement - \$30,000
- DW LED light replacement (phase I) - \$40,000
- RBS roof replacement (phase III) - \$400,000

The Finance Committee members had a discussion on the various projects to determine the necessity of each project. Committee members were especially concerned about the issue of potential of mold at RBS and the cost in waiting to repair the roof in its entirety. Mr. Altimus will have the architect look at the issue. The middle school pavers are no longer available and will have the front entryway in the bus loop concreted. Dr. Carnemolla reminded the Committee that the RTUs (roof top units) were included on last year's list but was not completed. Part of the HVAC cost is that many of the parts at the high school are no longer being manufactured, including the refrigerant. Security upgrades will be offset by some grant money and the replacement of the alarm system at RBS should eliminate the many false alarms. Mr. Altimus stated energy savings was seen at RBS and parking lots and explained the cost of not replacing LED lights. Mr. Altimus will provide a comparison for the Committee on the middle school electric bills. Dr. Carnemolla explained that the capital budget is higher than usual but all the items are essential and has a cost associated with not doing them.

The Committee also discussed the renovation of the high school auditorium requests brought up at a previous Board meeting. Ms. Michaud explained that lighting and rigging needs were identified last year with an estimated cost of \$7,000 and will be added to the encumbrance list to be paid with end of the school year money. Issues with the sound board were also addressed to fix the hissing sound of approximately \$3,800 prior to concert season. The Committee suggested this information be forwarded to FAME. Dr. Carnemolla addressed FAME's hopes of a total reconstruction of the auditorium and said that would be considered at a future time.

The Committee asked if there were any concerns with priority order and to confirm the savings of the roof if the phases were done at the same time. Mr. Altimus will verify the savings.

***David Cavanaugh moved, Laura Young seconded, to approve and move to the full Board the Fiscal Year 2020/2021 Capital Budget as presented.***

***Motion passed 3-0-0***

b. Fees and Tuition

Ms. Michaud reminded the Committee members that each October there would be an annual review of fees and tuition for better planning and to prepare for the budget process. Ms. Michaud was asking for an increase for preschool tuition. It was explained that last year with the change to a multiage program, when the three-year-old half-day program was changed to a full day program the tuition was increased to the same amount charged for the four-year-old full day program. Even with last year's increase, Avon's preschool program tuition is substantially

lower than surrounding town's programs. Ms. Michaud proposed a 3-year incremental increase to bring the tuition cost up to market value. Dr. Carnemolla further explained that the tuition currently does not pay for the cost of the program but merely offsets some of the cost. It is also required by law to provide services for preschool aged students who have been identified with special needs. The Superintendent compared Avon's tuition of \$30.92 per day to surrounding areas of more than \$50.00 a day. The requested increase will bring the tuition to \$38.65 a day, a 25% increase. The Early Beginnings grant provides additional revenue of \$92,000, which is used for both PreK and kindergarten. Currently the program has had a positive response with 54 students with half being non-disabled peer students. It is the peer students who pay tuition. There is financial assistance for tuition should peers meet the free and reduced requirements.

Ms. Michaud asked the Committee to consider increasing lunches by 25 cents, which will affect only hot lunch and not any specialty items. Ms. Michaud explained that Dining Services is a self-sustaining program and the increase is necessitated by a 14% food price jump as well as increase in employee benefits. The increase will keep Avon in line with surrounding district lunch prices. The small increased amount may not be sufficient and may need to be revisited.

***Jay Spivak moved, Laura Young seconded, to approve and move to the full Board the Fiscal Year 2020/2021 Fees & Tuition Schedule as presented.***

***Motion passed 3-0-0***

VI. Comments from the Public

There was no comment from the public.

VII. Adjournment

***Jay Spivak moved, Laura Young seconded, to adjourn at 6:31 pm.***

***The motion passed 3-0-0.***

Minutes prepared by Shirley Moy, Recording Secretary

Minutes respectfully submitted by Jay Spivak, Finance Committee Chair

*Jay Spivak, Oct. 20, 2019*

Minutes respectfully received by Jeffrey S. Fleischman, Board Secretary

*Jeffrey S. Fleischman, Oct. 20, 2019*

***Minutes are approved at the next Finance Committee meeting, and any corrections to the minutes, if needed, will be made at that time.***