



## Torrington Board of Education

JERRY DOMANICO  
DIRECTOR OF BUSINESS SERVICES

LYNDA T. REITMAN  
INTERIM SUPERINTENDENT

### **Budget Committee Regular Meeting Tuesday, June 14, 2016 355 Migeon Avenue**

#### *MINUTES*

**Members Present:** Kenneth P. Traub, Committee Chair (late); Peter Vergaro, Daniel Thibault (alternate)

**Members Absent:** None

**Also Attending:** Board of Education: Ellen Hoehne

Administration: David Bascetta, Director of Facilities; Jerry Domanico, Director of Business Services; Le'Tanya Lawrence, Director of Student Services; Susan M. Lubomski, Assistant Superintendent

1. Mr. Thibault called the meeting to order at 7:02 p.m.
2. Roll Call was taken.
3. Mr. Thibault made a motion to amend the agenda to move the Copier RFC and HVAC RFC and Contract Awards to be addressed first as item (3) and item (4). Mr. Vergaro seconded. All in favor.
4. **Copier RFP and Contract Award**

Mr. Domanico did a survey to gather feedback on the new copiers. Janco invoices based on what was used.

- a. All copiers scan, scan in color, convert PDF docs into word docs, all fax capable.
- b. New copiers: THS-3, TMS-1, and SW-1, TMS Nurse a copier
- c. Each school would get a color copier that designated staff would only have access to.
- d. Each person will have an ID number to monitor the number of copies each person does.
- e. Mr. Vergaro asked if we could move to google docs to limit the cost of student copying. Also, a goal.
- f. Future Goal: cut \$2-3million in copier costs

Mr. Thibault reported that Janco and Toshiba both had good reputations. Mr. Vergaro made a motion to accept the Janco contract for 4 years and move it to the Full Board. Mr. Thibault seconded the motion. All in favor.

**5. HVAC RFP and Contract Award**

- a. 3 Bidders: one dropped out: Modern Mechanics and Sarracco. Sarracco is the current vendor. They know our buildings.
- b. Modern was offered an opportunity to tour the buildings and declined.
- c. Ms. Hoehne was concerned about the buildings getting older and needing more maintenance. The maintenance contract was better with Sarracco.
- d. Mr. Domanico said whatever contract we use we will have the attorney and the insurance company review it before it is final.
- e. Stipulate within the contract that if there is a school closure, then the district would have the right to renegotiate the contract.
- f. Mr. Vergaro made a motion to move Sarracco forward as the HVAC company to the Full Board. Mr. Thibault seconded the motion. All in favor.

**6. Monthly Financials**

Mr. Domanico said that there were no major surprises. They were finalizing the year and will bring the rental expenditures to the next meeting.

Mr. Vergaro made a motion to move the monthly financials to the Full Board. Mr. Thibault seconded the motion. All in favor.

**7. 2015-2016 Mitigation Plan Review**

Changed the date to 6/13/16. Mr. Domanico stated that these were his best projections for these costs. By the end of the month, he could have more exact numbers.

Any balance would be used from Medicaid in that amount. This would help to pay for (ESY) Extended School Year costs already incurred.

Mr. Traub made a motion to move the Mitigation Plan to the Full Board. Mr. Vergaro seconded the motion. All in favor.

**8. Food Service Management Contract**

Mr. Domanico proposed to have EDCONN for one more year-2016-2017. EDCONN can charge a lower rate, because they are a non-profit.

Mr. Traub raised the question of providing food services in house.

If the district has a new contract, add the stipulation of a reduced rate if the number of schools decreases.

Mr. Domanico to provide the increase cost, Healthy Choice agreement review, a new contract agreement with EDCONN with the proper personnel at the next board meeting.

Mr. Thibault made a motion to move the amended Food Service Management Contract to the Full Board. Mr. Vergaro seconded the motion. All in favor.

**9. Capital Projects Update**

Mr. Bascetta presented on:

- a. Softball field: Encumber money for: Dugout, Fence in outfield, backstop, and regrading
- b. Exterior of THS: Paint, windows
- c. TMS driveway and parking lot
- d. SW emergency lights
- e. Balance of \$92,834 TF Project for next year-2017-2018, solar project discussed

Mr. Bascetta will bring the amounts to present at the full board meeting.

Mr. Bascetta researched and verified that the oil tank at THS was never removed. Otherwise, the state would have had to accept liability. The state agreed to a “con vault” or above ground. This may be dealt with in the spring of 2016-2017.

Mr. Thibault made a motion to move Capital Projects Update to the Full Board. Mr. Vergaro seconded the motion. All in favor.

**10. Future Items**

- a. Breakdown the costs of the Tech Capital and the contingency plan if something does break.
- b. Staffing Report for 2016-2017 and 2017-2018 as soon as possible.
- c. Mr. Traub requested that the budget start to be built in August. The BOE retreat is in August.
  - i. Include in this discussion: TEA and Admin increases based on contract.
  - ii. 2016-2017: Secretaries, Custodians and Para contracts.

**11. Comments for the Good of the Order**

No comment.

12. Mr. Thibault made a motion to adjourn at 7:59 p.m. Mr. Vergaro seconded the motion. All in favor.