



## **Torrington Board of Education**

KENNETH TRAUB  
COMMITTEE CHAIR

DENISE L. CLEMONS  
SUPERINTENDENT

### **Budget Committee Meeting Monday, August 22, 2017, 6:30 p.m. 355 Migeon Avenue**

1. Call to Order – 6:35PM
2. Roll Call – Mr. Traub (chair), Dr. Brogis, Ms. Cappabianca, Mr. Maniccia  
Absent – Mr. Vegaro, Mr. Thibault  
Teacher Representative – Mr. LaFreniere  
Administration – Ms. Clemons, Mr. Bascetta, Ms. Lawrence, Ms. Lubomski
3. Approval of Agenda – Dr. Brogis made the motion, seconded by Mr. Traub. All in favor.
4. Public Comment – None
5. Mr. Traub requested the summary page from Mr. Duva, accountant.
6. Discussion Items:
  - a. Monthly Financials – Froze the budget.
  - b. Student Activities Report – Mr. Duva reported that there wasn't much activity.  
Mr. Traub reported that by Policy, sites need to request a carryover of the balance for a specific usage of their student activities funds. Mr. Duva said he will look through Mr. Domanico's files to see if any administrators submitted any requests on carryover usage. Mr. Traub would like to move this report to a quarterly report format. Ms. Clemons asked Mr. Duva to work with Ms. Brown to document these issues. Ms. Clemons will ask the administrators at the Administrative Retreat to provide the information to Mr. Duva by Friday. Ms. Cappabianca expressed her concern about the balances student activity funds creeping up again.
  - c. Budget Transfer – Social Studies funding.
  - d. RFP Updates: None now. Sped contracted with Score. \$160,000 a year for 3 staff. The district will be going to bid on these services. Starting a contract for a limited time with EdAdvance, while the district is looking for Physical Therapy services. Mr. Traub requested a timeline on the RFP. Ms. Lawrence said it is in progress.
  - e. Year End Updates: Surplus 321,465 request to keep for projects. \$450,000 went back to the City.
  - f. Discussion of Capital Projects – Mr. Bascetta shared this information: Needed: doors and frames: \$7,500 each, \$225,000 total; THS Slip Resistant Steps: \$165,000; exterior

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doors not changed since the building has been built (1964); THS improvements can be done in portions, not all at once. SW school: LED Lighting upgrade: \$100,705.44  
Mr. Bascetta is concerned about our district energy costs overall. Cost would be added on to the monthly bill. Mr. Traub requested Mr. Bascetta track capital projects on a monthly basis for next month. Mr. Bascetta said he will have it for next month.

- g. Food Service Contract – Approved by the State.
  - h. Medical Advisor Contract: Dr. Curi, low bidder-\$9,950; Dr. Milanese-\$15,000, more expensive and had fewer hours in the contract; awarded to Dr. Curi.
  - i. Athletic Trainer Contract – \$20,625 2017-2018, hourly \$21.00; Trainer from Charlotte Hungerford, pay by the hour; protocol established who can order the trainer. Last year, \$22,307.
  - j. Special Ed Transportation Contract – Ms. Clemons reported that Mr. Poole withdrew the original bid. He asked the vendors to rebid based on mileage. EdAdvance was the low bidder. \$165.00 per day Highlander and Reg 7. This will be in compliance with the City Charter.
  - k. Propane Gas Contract – Bids received at the end of February, Suburban Propane \$8,000
  - l. Food Service Equipment: – TMS: warmer; POS machines-districtwide; \$200,000 available in equipment. There would still be a balance in this account of about \$100,000. Move to the full board under the Budget Discussion. Ms. Clemons will bring a list of what needs to be replaced.
  - m. Torrington Solar Project – rejected by the state, because TF doesn't have a new roof
  - n. Discussion to Acknowledge the Governor's Revised Executive Order 58 Resource Allocation Plan – Ms. Clemons stated Torrington would be cut \$20 million. The City cannot fund below what they funded the district last year, so the City would have to absorb the cost.
7. Action Items:
- a. Monthly Financials – Dr. Brogis made the motion, seconded by Mr. Traub. All in favor.
  - b. Budget Transfers – Dr. Brogis made the motion, seconded by Mr. Traub. All in favor.
  - c. RFP – none
  - d. Capital Projects – Dr. Brogis made the motion, seconded by Mr. Traub. All in favor.
  - e. Food Service Contract – Dr. Brogis made the motion, seconded by Mr. Traub. All in favor.
  - f. Medical Advisor Contract – Dr. Brogis made the motion, seconded by Mr. Traub. All in favor.
  - g. Athletic Trainer Contract – Dr. Brogis made the motion, seconded by Mr. Traub. All in favor.
  - h. Special Ed Transportation Contract – Dr. Brogis made the motion, seconded by Mr. Traub. All in favor.
  - i. Propane Gas Contract – Dr. Brogis made the motion, seconded by Mr. Traub. All in favor.
8. Approval of Minutes
- a. May 10, 2017
  - b. June 14, 2017

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- c. July 12, 2017
- 9. Comments for the Good of the Order – Mr. LaFreniere – excited about the state of the school year.
- 10. Upcoming Agenda Items
  - a. Monthly Financials
  - b. Budget Transfers
  - c. RFPs
  - d. Capital Projects
- 11. Adjournment – Dr. Brogis made the motion, seconded by Mr. Traub. All in favor. Meeting adjourned at 7:49PM.