



## Torrington Public Schools

JERRY DOMANICO  
DIRECTOR OF BUSINESS SERVICES

DENISE L. CLEMONS  
SUPERINTENDENT

### **Budget Committee Regular Meeting Wednesday, April 17, 2017, 6:30PM 355 Migeon Avenue *Minutes***

**1. Call to Order-6:38PM**

**2. Roll Call:** Mr. Traub, (Chair)Mr. Vegaro

Also present: Ms. Hoehne, Mr. Lafreniere, Mr. Maniccia

Absent: Dr. Brogis and Mr. Thibault

Administration: Ms. Clemons, Mr. Bascetta, Mr. Domanico, Ms Lawrence,  
Ms. Lubomski

**3. Approval of Agenda:** Motion to amend agenda-include items 5f, discussion of capital funding; 5g-Discussion of Torrington Solar Project-Update; 6e-capital funding; Motion to amend Mr. Vegaro; seconded by Mr. Traub

**4. Public Participation:** none

**5. Discussion Items:**

a. Monthly Financials:

OT still a concern: Ms. Clemons stated that there is a freeze. She needs to approve the OT expenditures.

Overage accounts will be balanced by the items where the funds have not been spent, such as in Unemployment. Ms. Clemons said we will be budgeting less next year.

Lunch coverage is a duty. It should not have been used for the middle school. \$925. Total \$2,575, account number: 5111.06.56.

b. Student Activities Report-

Mr. Traub provided a history of student activities and sports funding.

c. Budget Transfers-

THS-cover salaries for Guidance and gave more detail of the need. \$5,182 (x each counselor x 3 days). Mr. Traub cited that the former superintendent and current principal

of THS is still asking for more funding. Ms. Clemons asked if an MOU was ever done. Mr. Domanico stated it was never done.

Second transfer request: THS-Music, non-instructional moving funds, not enough instruments for brass instruments, more students participating. Mr. Traub asked if they could use their student activity account. The funds are raised through the rental of instruments.

d. RFP Bid Reviews:

i. Medical Advisor RFP-over \$10,000-Mr. Domanico established the RFP, including a 2 year term. Mr. Traub asked about potential providers, just needs to be a medical professional. Our costs are \$15,000. Mr. Traub suggested 3 year contract with a 2 year extension.

ii. Athletic Trainer RFP-Mr. Domanico presented the RFP. The contract is expiring at the end of this year. Currently, we pay fall, winter, and spring. However, this doesn't take into account the actual number of hours used. New Proposal: changed the language, instead bill monthly for actual hours worked. This is a two year contract. Currently, the Athletic Director signs off on the timesheets. A timesheet for weekly hours and sign-off needs to be established. There need to be two signatures: Coach and Athletic Director. Clarify who signs off on the extra hours.

iii. Fuel Tank Bid: \$141,205. Funded \$150,000. Balance-\$134,126. Without 61.50 from ?. Still \$55 short. Reimbursed at 72% rate. We didn't expend all funds in capital. These are state reimbursable. Moving away from oil. Less of fence reimbursable. Replace 2/3 of fence, mostly reimbursable. Recommendation: 8,000-10,000 gal tank. Instead focus on the rest of the building. Old tank-15,000 tank. Less oil, more gas, 8,000 adequate.

ETT-not much of a difference (has done other work) Vs Rivco is the lowest bid

Short \$14,000-smaller tank and replace fence:

5f-capital funding: THS ADA-1.292Million; \$580,000-sub-total-\$623,200, took out rubber mats, etc.

\$659,000 from capital for that project. Reimbursable. NEASC-2019

Rubber matting on stairways (duck-tape on stairs-safety issue); bathrooms-need improvements-Mr. Bascetta suggesting the funds be used at THS. Non-reimbursable.

Use within capital; still used within THS. Won't get the reimbursement.

Replace ADA height toilets. Some reimbursable. When redone?

Mr. Bascetta-\$150,000 for upgrade stair treads and bathrooms. Mr. Traub said there is \$184,000 left for bathrooms and oil tank.

Oil Tank ordered soon for summer project.

Repairs for THS \$7,000 in bathrooms

Last year: more: 4-5 sinks moving pieces around

Parents do pay for damages.

Lav monitors. Might help.

Ms. Clemons wants to build new culture.

iv. Solar Project-TF: BOE to City Council. Grant application and form a committee. \$92,000. \$359,864? Roof upgrades. 30 year warranty. TF only 10 years old. Adding to the BOE agenda for Wednesdays mtg

**6. Action Items:**

- a. Monthly Financials - motion Mr. Vegaro, second by Mr. Traub. All in Favor.
- b. Budget Transfers- motion Mr. Vegaro, second by Mr. Traub. All in Favor.
- c. Bid Approvals-Medical and Athletic- motion Mr. Vegaro, second by Mr. Traub. All in Favor.
- d. THS Fuel Tank Replacement Bids-Rivco-overbudget-bring forward to full board: motion Mr. Vegaro, second by Mr. Traub. All in Favor.
- g. Motion to move Capital Funding to full board, list first. motion Mr. Vegaro, second by Mr. Traub. All in Favor.

**7. Approval of Minutes**

- a. *February 8, 2017*- Move to full board-motion Mr. Vegaro, second by Mr. Traub. All in Favor.
- b. *March 8, 2017*- Move to full board-motion Mr. Vegaro, second by Mr. Traub. All in Favor.
- c. *Special Meeting, March 21, 2017*- Move to full board-motion Mr. Vegaro, second by Mr. Traub. All in Favor.
- d. *Special Meeting, March 23, 2017*- Move to full board-motion Mr. Vegaro, second by Mr. Traub. All in Favor.
- e. *Special Meeting, March 30, 2017*- 7:45PM adjournment-minutes as amended. Move to full board-motion Mr. Vegaro, second by Mr. Traub. All in Favor.

**8. Comments for the Good of the Order**-Mr. Vegaro asked, “What are we unfreezing?” Ms. Clemons said she is approving items as requests come in. The projection that Ms. Clemons has received only shows a year end balance of \$50,000.

Mr. Traub suggested that Ms. Clemons discussed the ramifications of the total budget.

Mr. Traub-Where are we with Health Insurance? How much have we spent? 100%? 105%? Or 110%? Mr. Domanico said he will prepare this information.

**9. Upcoming Agenda Items-**

- a. Monthly Financials
- b. Student Activity Report
- c. Budget Transfers
- d. Bid Approvals
- e. Capital Projects
- f. RFPs
- g. Naming Rights

**10. Adjournment**-8:01PM- motion Mr. Vegaro, second by Mr. Traub. All in Favor.

Next Meeting, May 10<sup>th</sup> at 6:30PM