

Tolland Board of Education
Finance and Facilities Committee

Minutes – April 22, 2014

Members Present: Patrick Doyle, Sam Adlerstein

Administrators and Staff Present: William D. Guzman, Superintendent, Jane A. Neel, Business Manager

The meeting was called to order at 7:30 p.m.

Mrs Neel reviewed the current year budget, which shows a year-end projected balance of 370,154 as of April 9, 2014. Committee members asked a series of questions relative to the projected balances in various accounts. A report was made to include an additional column in future reports showing forecast adjustments.

Mrs. Neel provided the members with an overview of the bus contract bid and the process for soliciting bids. She indicated that under different alternative bid scenarios that First Student was the lower bidder. Mr. Adlerstein asked if the alternative to combine middle and high school runs would yield savings in the overall contact and in diesel fuel. Mrs. Neel responded that the answer was yes to both questions. Mr. Doyle expressed that this would be an item for future consideration.

Mr. Guzman informed the members that currently of the 156 kindergarten registration packets distributed, there are 136 registrants. He also informed members that to date 5 of those families have expressed interest in a half day kindergarten option. Mr. Guzman also informed the members that the DRA facility analysis would be presented to the committee in May prior to presentation to the full Board.

On Thursday, April 10, 2014, Town and Board staff members met the Resident State Trooper to outline the process for employing a School Resource Officer. Mr. Adlerstein shared the action steps necessary to develop a memorandum of understanding for consideration by the Board and the Town Council.

Mr. Guzman reviewed the process undertaken by the District to contract dugouts on the high school field indicating that the bids requested came in significantly higher than the budget. The Town Building Inspector modified the plans to see if quotes for the modified plans would be within budget.

Mr. Guzman stated that the Honeywell geothermal project started at the Middle School during April vacation, and that the continued work would occur after school hours at the middle and intermediate schools. Mr. Guzman related the concerns to Mr. Dineen, principal of the Intermediate School, regarding parking for staff during the day and for parents during evening events. The District is looking into the possibility of morning evening events to either the High School or Birch Grove.

Mr. Doyle provided information regarding the painting project at the middle school. Currently, the scheduled dates for community participation are June 14 and June 21. The scheduled dates for Honeywell volunteers to participate in the project is June 26. The issue of liability coverage for Town participants was discussed and Mr. Doyle will check with Honeywell to see if they could provide coverage.

Mr. Guzman distributed a draft of the site plan for Parker/Senior Housing Project. Mr. Adlerstein asked when the application would be submitted for approval of the project. Mr. Guzman indicated that all are working toward a December submittal date.

Mr. Guzman distributed a copy of the proposed Field Maintenance Agreement between the Town and the Board, which would become effective on July 1, 2014. The school principals, the Athletic Director and the Board Maintenance Director are currently reviewing proposed revisions. The revised Agreement would be presented to the Board and the Town Council in late May or early June for consideration.

The meeting adjourned at 10:10 p.m.