



FINANCE & FACILITIES MEETING MINUTES

Tuesday, October 10, 2017 at 8:30 a.m.

Committee Members: Ray Egbert, Chair
Laura Simon, Anna Shinn, Chris Allen

Administrative Staff: Dr. William DeFabiis, Interim Superintendent
Jason Bohm, SBA/Board Secretary
Don Race, Facilities Manager

1. Bathroom project

The overall bathroom project at TBS and WHS is approximately 95% completed. The architect visited the schools on October 9, 2017 to develop a punch list for the contractor. Mr. Race is expecting to receive this list by the end of the week. As previously noted in the Finance and Facilities minutes, there is a requested change order related to this project. The bathroom door at the TBS nurse's office needs to swing in the opposite direction for safety concerns. The Committee recommends approval of the change order.

2. Solar Project

Mr. Race stated the project is progressing quite well. The RMS roof panels are approximately 75% installed. The TBS panels should be installed this week. At the HBS ground array, the contractor is having some difficulty installing the posts due to the amount of shale. The RMS ground array installation will be last. The plan is still to begin the HBS trenching during the week of November 6th. The electrical shutdown for the schools is planned for the Thursday of that week. The plantings will occur in the Fall with the agreed upon distance of 10' away from the fence. This will allow for subsequent plantings as needed. Per Amersco, the plantings will have to have a maximum height of seven feet. Additional information will be presented to the Green Committee.

An issue has arisen at TBS concerning the roof warranty with Garland. They are concerned with potential damage of the solar panel installation on the flat roof. Garland is to specify changes to the current warranty if the current installation plan progresses. Amersco may decide to pick up where warranty drops off. The Committee expressed concern to Mr. Bohm and Mr. Race that this issue should have been resolved long ago in the beginning stages of the project. Mr. Bohm is hoping to have this issue resolved by end of the week.

3. Branchburg Shares Services

The Branchburg School District has agreed to the new Shared Services agreement related to their intention to build a three bay bus garage which allows Readington School District use of one bay. This Agreement will cost Readington School District \$30,000 per year for the first three years. The Agreement contains the option of two one year extensions with the cost to increase based on the Consumer Price Index (CPI) at that time. The Committee recommends approval of this agenda item.

4. Bus Safety

Mr. Bohm and Dr. DeFabiis had a meeting with Chief Grecco of Readington Township's Police Department. He expressed willingness to be in more frequent communication with the District's bus dispatcher regarding safety issues with bus stops. The police department will focus on high problem areas related to traffic passing a stopped school bus. The committee discussed having signage installed by the Township alerting traffic of bus stops. There is no Committee recommendation at this time.

5. IDEA/ESEA Grants

Mr. Bohm has completed a review of the IDEA/ESEA grant expenditures. Currently there are unspent grant funds related to the IDEA grant (approximately \$30,000), Title II grant (approximately \$7,000) and Title III grant (approximately \$2,000). Mr. Bohm is reviewing plans to modify the applications for these grants and changes to regulations on how the District may spend these funds. Additional information will be shared with the Committee at a later date and there is no recommendation at this time.

6. Finance agenda items

Most items are standard approvals with the exception of items previously mentioned in these Minutes. Mr. Bohm also plans to reissue various outstanding checks. The Committee recommends approval of all these items.

7. Next meeting planned for November 2, 2017 at 8:30 a.m.