



# FINANCE COMMITTEE MEETING MINUTES

Thursday, September 9, 2021

[8:30 a.m.](#)

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Committee Members: Dr. Camille Cerciello, Chair  
Carol Hample, Laura Simon, Thomas Wallace

Administrative Staff: Dr. Jonathan Hart, Superintendent  
Jason Bohm, SBA/Board Secretary  
Donald Race, Facilities Manager  
Jim Belske, IT Coordinator

## 1. 2021-2022 Capital Projects

- HBS roofing project - waiting for supplies, hopefully can continue next week. work will resume after school hours. Project should be completed by the end of Sept. Change order involving leak repair will also be completed.
- RMS bleachers replacement - bleachers are installed, everything is complete. Planning a training day for our staff to learn how to open and close properly.
- Other maintenance/IT projects - stair tread ( ramp near cafeteria) replacement at RMS, Kindergarten walkway at TBS, still looking at options, window repairs, assessed windows in all 4 schools, oldest windows at WHS and TBS, all windows open and close but will repair some windows to open more easily. if not able to repair, will replace window(s). All 5 servers are operational. Hold up on the back-up server to review to allow for best practices regarding district disaster recovery continuity plan - this will also count toward Sustainable Jersey/Digital Star. Plan to have that server in place in Oct./Nov. Painting projects completed this summer including TBS music room, RMS guidance office area. Still need to paint the main hallway at the board office and WHS first grade hallway.

## 2. 2022-2023 Proposed Capital Projects

- Reserve balances - Capital Reserve \$3.3M, Maintenance Reserve \$530,000, Emergency Reserve \$125,000.
- Proposed projects - Discussion regarding the following: Capital Reserve Proposed Projects include Roof replacement for 5th grade hallway, art/music rooms and board office at HBS, curriculum office renovation at HBS, cupola at TBS, totaling \$1,400,000. Maintenance Reserve Proposed Projects include Rooftop HVAC units replacement at WHS and HBS, district-wide outdoor classroom refresh, district-wide concrete repairs, Hallway tile enhancement at RMS, server/network switches, one card swipe scanner at HBS, stage sound system replacement at HBS and board conference room audio/video enhancement at HBS, totaling \$220,000. Emergency Reserves can only be used for security purposes.
- Supply chain / impact on timing of bidding

## 3. Bus Driver Shortage - Branchburg / Recruitment / Retainage - Discussion regarding how to address bus driver shortage. Possible solutions include, planning ahead and contract out if needed, asking staff and parents if interested in obtaining a CDL, possible partnership with Hunterdon Central or Tewksbury jointure.

4. **American Rescue Plan Committee Invitation by Township** - Discussion regarding this invitation from township committee. Jason Bohm will be on committee Dr. Hart has offered to assist and we have suggested possibly a board member as well.
5. **Finance Agenda Items** - Tewksbury Shared Services Amendment No. 1, Student Activities
6. **Bills List**
7. **Next meeting is planned for Tuesday, October 5, 2021 @ 8:30 A.M.**