



## FINANCE COMMITTEE MEETING MINUTES

Thursday, November 2, 2023

9:00 a.m.

Committee Members: Dr. Camille Cerciello, Chair  
Carol Hample, Michele Mencer, Justina Ryan

Administrative Staff: Dr. Jonathan Hart, Superintendent  
Jason Bohm, SBA/Board Secretary, Don Race, Facilities Manager

1. **TBS Boiler** - Unitemp / SSP Architects - All the boilers are running. Project is complete.
2. **Solar Expansion Project** - Green Committee Approved - Finance committee agreed to move forward with the bidding process. The agreed upon provisions will be provided to all bidders.
3. **2024-25 Capital Project** - RMS Main Office and Nurse Suite - Final plans of RMS main office and nurses' suite were discussed. Project likely to begin in summer, 2024.
4. **Security**
  - a. The Committee discussed matters of improving communications for safety and security purposes.
5. **Refuse/Recycling & Township of Readington** - We decided to not coordinate with Readington Twp. for refuse and recycling collection. We agreed to continue month to month until July when the new fiscal year contract will begin. We will start the bidding process.
6. **Preschool Education Aid Update**
  - a. Private Provider Contracts - Currently working on preparing classrooms at Berry Patch and Stanton Learning Center. Whitehouse Prep is ready for new students. State-mandated contract for each location is being finalized.
  - b. Alternative Use Bathroom Waiver - A temporary solution from Jan.-June to allow a bathroom at WHS to be shared for a self-contained special education classroom with kindergarten students. Bathroom is in the hallway adjacent to the classroom and students will be supervised by staff.
7. **Architect Fee Proposal** - \$225,000 revised down to \$197,500 - Mr. Bohm will continue to negotiate and hope to get a fee in the range of \$187,000 - \$190,000.
8. **Parental Transportation Contract** - \$22,400 maximum/year prorated - a state-determined rate for parent to transport their own child with special needs, who would otherwise require a nurse on the bus, to an out-of-district placement. There is no available nurse at this time.
9. **Legal Services Proposals Update** - Interviews have been completed. We will approve a new legal services firm at the next board meeting..

**10. Finance Agenda Items / Bill List** - legal services appointment, preschool education aid 2024-25, preschool private provider contracts, alternative use bathroom waiver, architect fee, legal settlement, MOA with law enforcement, parental transportation contract and refuse/recycling bid, Branchburg MOU security

**11. Next meetings are planned for:** December 7 at 9:00 a.m. and January 11, 2024 at 9:00 a.m.

*Tentative Topics: audit results, architect fee proposal, solar, capital projects, cell tower, green coordinator, QSAC*