



FINANCE & FACILITIES MEETING MINUTES

Thursday, July 11, 2019

Committee Members: Ray Egbert, Chair
Laura Simon, Carol Hample (absent), Tom Wallace
Anna Shinn (substitute)

Administrative Staff: Dr. Jonathan Hart, Superintendent
Jason Bohm, SBA/Board Secretary
Don Race, Facilities Manager (Items 2– 4)

1. Food Service

Three representatives from Maschio's Food Services presented various changes for menu items along with changes in packaging options. The Committee agreed with the recommendation to replace canned fruits and vegetables with fresh or frozen. This was considered a healthier option for students but would be an annual cost increase of approximately \$5,400. Packaging options will be discussed in the Green Committee meeting.

2. 2019-20 Capital Projects –

- a. Vestibules - Construction is moving along as planned.
 - i. The Committee previously discussed the lead time for the custom-made security pass-through windows, but this does not appear to be a problem currently.
 - ii. The TBS furniture has been received.
 - iii. The Committee reviewed and recommends approval of four change orders.
 1. Change order No. 1 – Install new masonry wall and relocate switches at TBS. The additional cost is \$3,224.24
 2. Change order No. 2 (previously discussed as change order #1) - Install hardware on doors for access control systems District wide. The additional cost is \$31,104.20.
 3. Change order No. 3 – Additional electrical work at TBS related the fire alarm remote annunciator and display case. The additional cost is \$4,444.65
 4. Change order No. 4 – New angle iron lintel related to relocating the display case at TBS. The additional cost is \$336.30
 5. There is another potential change order needed at TBS to build a box under the cabinetry to house the phone wiring.
- b. Maintenance Projects
Various maintenance projects are being completed at each school including painting, carpet/tile replacement, and light fixture replacement.

3. 2018-2019 Capital Projects

As previously discussed, the project related to the RMS stairs and the HBS walkway/lighting project has not been officially closed out with the contractor. The work was substantially complete in October 2018 with minor punch list items completed in April 2019. Mr. Bohm has made multiple attempts to obtain the necessary paperwork from the contractor in order to issue the remaining check of approximately \$56,000. The Board attorney sent a letter to the contractor requesting the final closing documentation. The contractor's survey has

now been sent to the architect. The remaining “as built” documents need to be received to officially close the project.

4. RMS Solar Array Landscaping

The Committee discussed options for landscaping in front of the RMS solar array along Readington Road. The deer have destroyed a substantial amount of the original plantings. Plantings are restricted to a height of six feet which limit the types of plantings. The plan is to plant tall grasses along the solar array fence to provide immediate coverage. Then plant taller trees/bushes closer to the road as to not shade out the solar array.

5. Insurance – Mold Coverage

As previously discussed, the District’s current insurance company has announced it is canceling mold coverage from its upcoming policy term. This is a statewide issue and not directly related to the District. The School Alliance Insurance Fund has found a new carrier (Crum & Forster) to continue the mold coverage at essentially the same level of coverage and premium.

6. Fund 30 Balances

There are five completed Capital projects with remaining balances that need adjusted to zero by returning the funds to the original funding source. The funds from the Security Surveillance (\$148,412.05) and Roof Replacement (\$95,072.78) projects will be returned to the capital reserve account. The funds from the HBS Paving (\$69,524), RMS Paving and Stairs (\$47,255), and TBS stairs (\$17,354) projects will be returned to the debt service fund for the 2019-20 budget.

7. Finance Agenda Items

There were a few correspondences received regarding the small print of the post card. The committee will revisit next year during the budget process.

8. Bills List

The List contains standard items.

9. Next meeting is planned for August 14th, 2019 at 9:00 a.m.