

MINUTES
FINANCE SUBCOMMITTEE
GUILFORD BOARD OF EDUCATION
NOVEMBER 9, 2009

IN ATTENDANCE:

BOARD OF EDUCATION MEMBERS: Alan Meyers, Keith Bishop, William Bloss, Barbara Dudley and Susan Renner. Chris Moore and Ted Zuse joined the meeting in progress.

BOARD OF EDUCATION STAFF: Thomas Forcella, Andrew Potochney, Cliff Gurnham, Kevin Mitchill and Linda Trudeau.

Dr. Meyers called the meeting to order at 6:32 pm.

Mr. Bishop reviewed the financial reports for October 2009. Expenditures for Tactical Communications, Poland Springs, Shiffler, Gateway Community College and Mark Deangelis were discussed. Mr. Bishop suggested reviewing electric rates as the current invoices show that the rates vary by building.

Mr. Mitchill stated that the Smart Boards have been received, installed and have been registered with the full warranty. Mr. Mitchill stated that Stewart Staffing was also the low bidder for the laptops and mobile carts. Since the bid for Smart Boards is complete Mr. Mitchill is recommending awarding the bid to Stewart Staffing. Mr. Mitchill added that when the laptops are received they will be registered to verify the warranty.

Mr. Potochney stated that several items to discuss under new business. Mr. Gurnham reported that there are severe cracks on the chimney at Jones and the Town Engineer, Mr. Portley, stated that it should be removed as soon as possible. The cost to remove the chimney is approximately \$33,100. Dr. Meyers asked where these funds would come from. Mr. Potochney stated that site Improvement projects would be shifted or postponed to cover the cost of the chimney removal.

Mr. Gurnham reported that the oil tank at Cox failed the tightness test and cathodic test and that the tank should be removed as soon as possible. The estimated cost to remove the tank, barring any complications, would be \$100,000. Mr. Gurnham stated that he is looking into bringing natural gas to Cox and Leete. Both schools are equipped with boilers that are set to dual-fuel. Dr. Meyers questioned where the funds would come from to cover this cost. Dr. Forcella stated that as of November 6, 2009 a budget freeze was placed on all non-essential items. A discussion of the Excess Cost Grant was held.

Mr. Gurnham also reported that the playgrounds at Cox and Jones both tested for arsenic. The tests were completed after receiving a question from a parent. Dennis Johnson, the

Town Health Director, stated that the playgrounds did not have to be removed. Mr. Gurnham stated that he is looking into encapsulating the playgrounds to prevent possible exposure to arsenic. Mr. Gurnham noted that both CIRMA and an outside company have inspected these playgrounds and have reported that there are entrapment issues that need to be addressed. The playground issues were discussed.

Mr. Gurnham stated that the small Ranger pick-up truck cannot be used to transport the Gator for snow removal because it exceeds the weight limit for towing. Mr. Gurnham noted that a used Ford F-150 truck, which is capable of towing the Gator, is available and with the trade-in for the Ranger would cost \$6,000. Dr. Forcella noted that if the District continues with snowplowing that the current trucks will need to be replaced with larger vehicles.

Mr. Potochney stated that he and Dr. Forcella discussed issuing a RFP for legal services. The fee options for legal services were discussed. Mr. Potochney stated that a template for the RFP was received from CASBO and that a copy will be forwarded to Mr. Bloss to review.

Mr. Potochney noted that the December 21, 2009 joint meeting with the Board of Finance will be changed to the 15th or 16th. The Board will be notified when the date is finalized.

Upon a motion made by Mr. Bishop and seconded by Dr. Meyers the Board unanimously voted to adjourn the meeting at 7:25 p.m.

Respectfully submitted,

Linda Trudeau