

Guilford Board of Education
Finance Subcommittee Meeting
Guilford High School, 605 New England Road, Guilford, CT
Monday, December 13, 2010

BOE Members Present: Keith Bishop, Bill Bloss, Barbara Dudley, Alan Meyers, Chris Moore, and Susan Renner

BOE Staff Present: Andy Potochney, Tom Forcella, and Cliff Gurnham

Mary Beeman and Ted Zuse joined the meeting in progress.

The meeting was called to order at 6:05 p.m. by Dr. Meyers.

1. Report on Food Service Evaluation from Rochelle Group

Jeffrey Ramsey from the Rochelle Group explained their evaluation process noting the 7 areas of review. He told the subcommittee that more branded items were needed to increase sales as well as more frequent menu changes. He stressed the need to address the long line situation at the high school suggesting current registers be moved to the outside of the line area and one additional cash register be brought online. Mr. Ramsey also suggested that the food service director take a more active role with each of the schools regarding menus and evaluating their daily service and monetary goals. He noted that the facilities at the high school were long overdue for replacement.

Mr. Ramsey thought that our menu pricing was on target and that our meals were healthy, noting that Ms. Swartz from Yale suggested even more vegetables be added. Mr. Bloss added that a bill was to be passed in Congress this week where the Federal government meal reimbursement rate will go up to .16/meal from .10/meal. The subcommittee discussed the next steps in implementing these recommendations and a plan will be designed and presented to the Board of Education at a later date.

2. Review of Monthly Reports

Dr. Moore reviewed the monthly reports and noted no unusual expenses. The subcommittee discussed the differences between the Excess Cost Grant and the Education Cost Sharing Grant and how it affects the Town budget. Mr. Bloss suggested that future financial reports show what items may be in jeopardy when these grants are no longer available.

3. Update on Electric Generation Contract

Mr. Potochney reported that bids came in on December 7th. The \$85,000 bid from TransCanada was accepted at almost .02 lower than our current price.

4. Discuss Bid for Septic Field Maintenance

Mr. Gurnham reported on his recent meeting with the DEP and the septic field maintenance bid that was recently received. He told the subcommittee that only 2 of the four vendors bid the project and that A & W was the low bidder. Mr. Bishop made a motion that was seconded by Mrs. Renner to recommend A & W as the vendor.

5. Discuss Budget to Present to TSK Architects

The subcommittee discussed the need to present TSK with a predetermined budget for their work. It was decided to wait until Wednesday's meeting with them to get their input.

6. Discuss Financial Related to Autism Proposal

Dr. Forcella and Mr. Potochney explained that the financials include certain assumptions, including a 75% reimbursement from the State. The tentative breakeven would be about 10 years. Mr. Bloss asked for a more sophisticated financial analysis. The subcommittee should forward any questions to Dr. Forcella or Mr. Potochney as soon as possible for discussion during the budget process

7. Update on Medical Benefits Account

Mr. Potochney told the subcommittee that the medical benefit reports would be emailed tomorrow.

The meeting adjourned at 7:30 p.m. after a motion was made by Mr. Bloss and seconded by Mr. Bishop.

Respectfully submitted,
Jill Del Gobbo

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