

Berlin Board of Education
Finance and Operations Committee Meeting
June 3, 2020
MINUTES

In Attendance: Matt Tencza, Chair
Timothy Oakes
Adam Salina

Also in attendance: Richard Aroian, BOE President
Brian Benigni, Superintendent of Schools
Jeffrey Cugno, Director of Business Operations
John Richards, BOF

I. Call To Order

The meeting was called to order by Mr. Tencza at 6:00 p.m. The meeting was held via virtual media conferencing (Zoom).

II. Amendment to Transportation Budget

Mr. Cugno reported to the Committee that the negotiations with the New Britain Transportation Co. (NBT) were complete and that the Amendment to the Contract with NBT will be presented to the BOE for action at its June 8th meeting.

III. Food Service Program

Mr. Cugno reported to the Committee regarding the estimated costs of operations, the expected reimbursements from USDA, and the projected financial condition of the Food Service Account through of June 30, 2020.

IV. Budget Status

The Committee reviewed the status of the General Fund budget categories, as well as projected end-of-fiscal-year surplus, including anticipated costs and savings related to school closings. There was a discussion on preliminary allocation of funds to requested expenditures, to the Town's Non-Lapsing Acct. and/or to the Town's Fund Balance. The Committee stated that further discussion would be held and decisions would be finalized later in the month.

V. Choice Grant

The Committee reviewed the year-to-date spending and the current encumbrances of the Choice Grant. There was a discussion regarding the allocation of the remaining funds to various requested expenditures, as well as to be held for anticipated and unbudgeted expenditures relating to school re-openings and student instruction in the face of the coronavirus crisis.

VI. Miscellaneous

The Committee received an update on the status of various projects being undertaken by the District, including the BHS Ductwork Inspection and the Updated Facilities Study.

VII. Executive Session

A motion was made and seconded to move into Executive Session for the purpose of discussion regarding unaffiliated staff salaries. No votes were taken while in Executive Session.

Adjournment

The meeting adjourned at approximately 8:15 p.m.

Respectfully submitted,

Jeffrey Cugno, Director of Business Operations