

**New Milford Board of Education  
 Operations Sub-Committee Minutes  
 February 8, 2022  
 Sarah Noble Intermediate School Library Media Center**

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NEW MILFORD, CT

<b>Present:</b>	Mrs. Wendy Faulenbach, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley, Alternate
<b>Absent:</b>	Mr. Tom O'Brien
<b>Also Present:</b>	Ms. Alisha DiCorpo, Superintendent Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Matthew Cunningham, Facilities Director Ms. Holly Hollander, Assistant Superintendent

<b>1.</b>	<b>Call to Order</b>  The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:34 p.m. by Mrs. Faulenbach. Mr. McCauley was seated in the absence of Mr. O'Brien.	<b>Call to Order</b>
<b>2.</b>	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>There was none.</li> </ul>	<b>Public Comment</b>
<b>3.</b>	<b>Discussion and Possible Action</b>  <b>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b>  <ul style="list-style-type: none"> <li>Mr. McCauley asked if there were any coaches outstanding.</li> <li>Ms. DiCorpo said she would check. She had asked Mr. Lipinsky to provide them as a group and winter is all set. She will ask him where he is with the spring list.</li> </ul> <p>Mr. Helmus moved to bring Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>Motion seconded by Mr. Hansell.</p>	<b>Discussion and Possible Action</b>  <b>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b>  <p><b>Motion made and passed unanimously to bring Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of</b></p>

<p>Motion passed unanimously.</p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated January 31, 2022</b></li> <li><b>2. Purchase Resolution D-755</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <ul style="list-style-type: none"> <li>● Mr. Giovannone said he compared this year’s budget position of 94.15% with last year’s which was 93.65% at this time; they are pretty much in line.</li> <li>● Mr. Giovannone referenced the legal line 53010 which is showing overdrawn. He said they will be doing some journal entry based on backup received from legal, and debiting the COVID account \$21,500 for legal related services. A transfer will still be needed eventually but it will be less that amount.</li> <li>● Ms. DiCorpo said they were mindful of this for next year’s budget as well.</li> <li>● Mr. Giovannone noted the asterisk next to the capital reserve totals and said that should be gone next month as the final audit has been approved and will be processed by the Town.</li> <li>● Mr. Helmus asked about the transportation line, the spend rate, and ongoing conversations.</li> <li>● Mr. Giovannone said the \$276,534 listed is projected end of year balance for this line.</li> <li>● Mrs. Faulenbach said they have reached out to All Star and will be coming back in the spring to discuss details on the additional contractual favorability.</li> <li>● Ms. DiCorpo said they will begin to narrow down other lines after the April break to tease out projected balances.</li> </ul> <p>Mr. McCauley moved to bring Monthly Reports: Budget Position dated January 31 2022, Purchase Resolution D-755 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. Hansell.</p>	<p><b>Absence to the full Board for approval.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated January 31, 2022</b></li> <li><b>2. Purchase Resolution D-755</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Motion made and passed unanimously to bring Monthly Reports: Budget Position dated January 31, 2022, Purchase Resolution D-755 and Request for</b></p>
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	<p>Motion passed unanimously.</p> <p><b>C. Woodshop HVAC Update</b></p> <ul style="list-style-type: none"> <li>● Mr. Hansell noted that this topic had already been discussed at Facilities with the same memo. He asked why it is presented here as well.</li> <li>● Mrs. Faulenbach said Operations covers the financial component of the discussion. She said there are still many pieces to be researched and suggested that if it goes to the Board it be presented for discussion only.</li> <li>● Mr. Helmus said he thinks there are still too many open questions right now to move it forward to the full Board.</li> <li>● Mrs. Faulenbach asked if there is urgency to the request.</li> <li>● Mr. Cunningham said no, since realistically any proposed changes won't be complete until next school year at the earliest.</li> <li>● Mr. McCauley asked about the status of classes that use the shop.</li> <li>● Ms. DiCorpo said two classes had been moved to a Personal Finance course briefly while they worked out how to move forward with the class. They are all set now. Projects Unlimited has been a little more difficult in working with the curriculum. Project kits have been ordered and virtual and in person field trips are under discussion to supplement. She said she requested that Ms. Hollander speak to Cathy Awaad of the Northwest Regional Workforce Investment Board to discuss field trips and other possible supports.</li> <li>● Mr. Helmus asked if prospective students are aware that the program will be running a little differently for the short term into next year.</li> <li>● Ms. DiCorpo said she believes student interest will be there regardless.</li> </ul>	<p><b>Budget Transfers to the full Board for approval.</b></p> <p><b>C. Woodshop HVAC Update</b></p>
<p><b>4.</b></p>	<p><b>Item of Information</b></p>	<p><b>Item of Information</b></p>

<p><b>A.</b></p>	<p><b>Town of New Milford Audit Report dated June 30, 2021</b></p> <ul style="list-style-type: none"> <li>● Mrs. Faulenbach said this was a very good audit and she congratulated Mr. Giovannone and his staff and the Town Finance department as well.</li> <li>● Mr. Giovannone said the key points are captured in the provided memo and end of year balance requests were already made and approved in June 2021, pending this final audit.</li> <li>● Mrs. Faulenbach said that it is very helpful to the overall process to have this action already taken care of. She would love to see the same process used in the future. She is very happy to see the funds returning to capital reserve since its balance is historically low right now.</li> <li>● Mr. Giovannone said his only caveat is that this large balance should not be anticipated in the future; it is a function of the COVID environment.</li> <li>● Mrs. Faulenbach noted that the Town has a similar large balance to reinvest into the community.</li> </ul>	<p><b>A. Town of New Milford Audit Report dated June 30, 2021</b></p>
<p><b>5.</b></p>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>● There was none.</li> </ul>	<p><b>Public Comment</b></p>
<p><b>6.</b></p>	<p><b>Adjourn</b></p> <p>Mr. Hansell moved to adjourn the meeting at 7:52 p.m. seconded by Mr. McCauley and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 7:52 p.m.</b></p>

Respectfully submitted:



Wendy Faulenbach, Chairperson  
 Operations Sub-Committee