

**Suffield Board of Education
Budget/Finance/Facilities Subcommittee
Meeting Minutes
January 16, 2018 – 5:00 p.m.
Central Office Conference Room**

Present: Maureen Sattan, Sue Mercik Davis, Lori D'Ostuni, Michael Sepko, Debra Dudack, Kendra Wiesel (joined at 5:05 pm), John Richter (joined at 5:10 pm), Director of Facilities Larry Plano, Superintendent Karen Berasi, Assistant Superintendent Brian Hendrickson, Business Manager Bill Hoff, and Board of Selectmen Liaison Mel Chafetz

I. Call to Order:

The meeting was called to order at 5:01 p.m.

II. Discussion of the Capital Improvement Plan

- Larry Plano and Bill Hoff walked through the capital budget priorities as identified by the district over 5-10 year period. It was noted that it becomes more difficult to project as time goes further out.
- Building automation was inquired about as a way to increase security. Larry Plano gave feedback that automation would not be effective towards increasing security based on security standards (it would only enable better automation).
- Grant funding opportunities will be taken into consideration and researched.
- Unpaid balance to Eversource is still being evaluated.
- Bill Hoff to firm up the numbers on the SMS Program Enhancement renovation.
- Discussions with VOIP partnering with the town is still underway.
- Computers last 4-5 years and are budgeted for accordingly (in reference to classroom computers) - feedback was also given that teachers much prefer PCs to laptops in the classrooms.
- Karen Berasi pointed out that the capital budget needs to be voted on in an upcoming session to seek approval.
- This capital budget needs to be presented upon approval to ACCE, targeted for early February.
- Several members asked questions on the budget. However, no changes in priority, additions or deletions to the proposed capital budget were requested.

III. Adjournment

The meeting adjourned at 5:55 p.m.