

HAMPTON BOARD OF EDUCATION  
HAMPTON, CT 06247  
FINANCE AND OPERATIONS COMMITTEE  
SPECIAL MEETING MINUTES  
WEDNESDAY, May 22, 2019  
6:00 PM

HAMPTON ELEMENTARY SCHOOL OFFICE CONFERENCE ROOM

1. Call to Order  
The meeting was called to order at 6:04. Those in attendance were Board of Education members Mark Becker, Rose Bisson, and Maryellen Donnelly. Also in attendance were Superintendent Frank Olah and Principal Sam Roberson.
2. Audience for Staff and Citizens  
First Selectman Allan Cahill asked about lawn maintenance. Board of Finance member Kathy Donahue asked about the cost of paving and a generator.
3. Review of April 24, 2019 Minutes  
There were no recommendations for change.
4. 5-Year Plan including Tractor Repair/Replacement, Fire Alarm Panel, Parking Lot, Kitchen Appliance Replacements, Play Ground and Any Other Pressing Issues  
Superintendent Olah presented a draft of a new 5-Year Plan. He will get estimates for repair of the tractor. If replacement is needed, something more versatile than a lawn mower will be sought. A used tractor will be considered. Option one for lawn care while the custodian is on leave for six weeks is to hire an evening custodian who will do lawn care as well as cleaning. Option two is to hire a lawn service. Superintendent Olah is getting estimates for mini splits for the superintendent/business coordinator office and PreK-K. All quotes will be received by the superintendent who will present them to the chair or committee. Chair Mark Becker will return to the Board of Finance to present the cost of paving the playground (section 2 on the paving plan) and a generator. Work on the front of the school (Section 1) and the side parking lot with the basketball hoops (section 3) will be done during another summer. Drainage work needs to be done in section 1. The oil tank does not need replacing until it is 40 years old based on use of one type of fuel on site. The committee discussed the need for a record such as a spreadsheet detailing when various things have been replaced or serviced and a schedule of upcoming work.
5. Review Next Agenda Planning Including Date and Time  
The next meeting will be at 6 PM prior to the regular June Board of Education meeting.
6. Adjournment  
The meeting adjourned at 6:58.

Respectfully submitted,

Maryellen Donnelly