

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
FINANCE AND OPERATIONS COMMITTEE
SPECIAL MEETING MINUTES
TUESDAY NOVEMBER 28, 2023
HAMPTON ELEMENTARY SCHOOL MEDIA ROOM/LIBRARY AND ZOOM
7:00 PM

1. Call to Order
The meeting was called to order at 7:03. Those in attendance were Mark Becker, Maryellen Donnelly, David Halbach, John Russell and Dr. Samantha Sarli (via phone).
2. Audience for Staff & Citizens
None.
3. Review of October 19th and 25th Minutes
There were no recommendations for change.
4. Discussion on Classroom Mini Split Project
Dr. Sarli will contact the Department of Administrative Services (DAS) to discuss the HVAC grant application process and how it can be integrated with the Eversource incentive process. John will work with the town officials to set up an account in order to get rental costs for a 300 kW generator. The cost and bid process for removal of the HES oil tank removal will be investigated by committee members and Dr. Sarli. There was general discussion of the DAS HVAC grant application requirements and the timeline for application. Maryellen will request that Rick Adkins help us answer whether the anticipated energy usage in Action Air's Plainfield project proposal were accurate given the full year of VFR use after installation.
5. 5-Year Plan Topics Including Library Sunroom Repair and Any Other Pressing Issues
Dr. Sarli has sent out request for bids for vent cleaning and security projects. The bids for vent cleaning are due December 5 and the bids for the security projects are due the following week. Maryellen will research if greenhouse glass replacement can be done at this time of year.
6. Discussion of 2023/2024 Budget
The district continues to operate within the current budget.
7. Discussion of 2024/2025 Budget
Dr. Sarli and Business Coordinator Sally Lehoux are beginning budget preparation.
8. Audience for Staff & Citizens
None
9. Review Next Agenda Planning Including Date and Time
The next meeting will be held on Thursday, December 14 at 7 PM.
10. Adjournment
The meeting adjourned at 8:25.

Respectfully submitted,

Maryellen Donnelly