



HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
FINANCE AND OPERATIONS COMMITTEE
SPECIAL MEETING MINUTES
THURSDAY, JANUARY 18, 2024
HAMPTON ELEMENTARY SCHOOL MEDIA ROOM/LIBRARY AND ZOOM
7:00 PM

1. Call to Order

The meeting was called to order at 7:01. Those in attendance were Mark Becker, Maryellen Donnelly, David Halbach, John Russell and Business Coordinator Sally Lehoux.

2. Audience for Staff & Citizens

Eric Protulis, Executive Director of EASTCONN, attended the meeting.

3. Review of December 14, 2023 Minutes

There were no recommendations for change.

1. Review of Finance and Operation Committee Charge

Chair Becker shared a charge provided by Dr. Sarli and a list of tasks F & O routinely completes. He will merge items for presentation to the board.

2. Discussion on Classroom Mini Split Project

Engineers at Eversource who are determining incentives have asked for oil receipts. Hitachi models may be revised for inclusion in incentives. These requests are being completed by Sally Lehoux and Rick Adkins of Action Air. A new superintendent will need to prepare the RFPs for the hot water and VFR projects, oil tank removal, propane tank installation and a 300 kW generator. Maryellen will contact Plainfield for yearly cost of its VFR system and Sterling for the cost of its generator.

6. 5-Year Plan Topics Including Library Sunroom Repair and Any Other Pressing Issues

Vent cleaning was completed. Maryellen will seek the cost of fence installation outside of the sunroom. It is unknown if the cost of shatter proof tinted and clear glass covering has been sought. Sally Lehoux will forward CASBO information on a new statutory requirement for securing a certified industrial hygienist or mechanical engineer to test and report on ventilation in each school building.

7. Discussion of 2023/2024 Budget

The district continues to operate within the current budget.



8. Discussion of 2024/2025 Budget

Sally Lehoux explained changes in accounts in the *2024-2025 Superintendent's Proposed Budget January 18, 2024*. No change in the FTE of staff was made. No change to the paraprofessional step scale was made. One step advancement for paraprofessionals is recommended. Costs of some rates have not yet been received. The bus contract expires this year and will go out to bid.

9. Audience for Staff & Citizens

Eric Protulis remarked air quality inspections, oil tank replacement and members' inquiry about rides being longer than one hour on buses contracted with EASTCONN.

10. Review Next Agenda Planning Including Date and Time

The next meeting will be held on Thursday, February 22 at 7 PM in the Hampton Elementary School Media room/Library.

11. Adjournment

The meeting adjourned at 8:42.

Respectfully submitted,

Maryellen Donnelly