

To: Patrick O'Sullivan - Town Clerk  
Date: January 26, 2021  
From: Mary Shaw - OBOE



**Finance Sub-Committee Meeting  
Tuesday, January 19, 2021  
Minutes**

Present: Jeff Cap, Bill Kraut, Sue Riccio, Ken Vitelli, Vince Scarpetti, Mr. Gray, Ms. Koch

**AGENDA**

**1. Call to Order**

6:32 PM by Susan Riccio

**2. Public Participation**

None

**3. Review of Monthly Expenditures**

Municipal energy is showing high and will be resolved in next month's report. Discussion about Peck Place School electricity monthly bills running low. Question about line-item purchases for security guard clothing was discussed. Curriculum software financials should be covered by covid relief funding. Discussion regarding Substitute Teacher was discussed. Special Ed Substitute Teachers also discussed.

**4. Review December Profit & Loss**

None

**5. Cafeteria Update**

Cafeteria is running at a deficit. They are looking for ways to encourage students to take the free lunches provided.

**6. Audit Update**

The audit is still pending.

**7. Munis Update**

The second payroll is coming out this week. The first payroll on munis went well.

**8. 21st Century Update**

There are additional spaces in 21<sup>st</sup> century. Parents should contact the school for additional information.

**9. Adjourn**

6:48 PM by Susan Riccio