

To: Patrick O’Sullivan – Town Clerk
From: Mary Shaw – OBOE
Date: September 28, 2020



Finance Subcommittee Meeting Monday, September 21, 2020 Minutes

Meeting called to order at 6:32pm by Ms. Riccio

In Attendance: Bill Kraut, Susan Riccio, Jeff Cap, Mary Welander, Vince Scarpetti, Christine Koch, Mike Gray

Absent: Ken Vitelli

2. Public Participation: none

3. Expenditures

As of meeting, monthly expenditures going as expected. Business Manager Christine Koch reviewed expenditures items of note:

- PPE funds spent on masks (child and adult sized), gloves, gowns, face shields, hand sanitizer
- Costs submitted to FEMA for potential reimbursement
- State COVID funds for transportation costs used for additional bike racks at Race Brook School (2), Turkey Hill School (1), and Peck Place School (3)
- Mr. Kraut and Mr. Gray both noted that many more additional students are riding their bikes to school, but cited a safety concerns as many had also been seen riding without their helmets
- ESSER funds being used for outdoor learning tents, distance learning cameras, internet hotspots (65 of which have been delivered to students), and 400 chrome books (still on order)

4. Financials

- Transfer to new MUNIS system included some changes in how costs are tracked/encumbered. Ms. Riccio noted that this would allow the Board to better track accumulated costs
- Audit just beginning; process slower than expected due to COVID challenges. Still expected to be completed by end of year.
- Waiting for end of year costs to be fully rectified with excess costs reimbursement from state and higher than anticipated losses from cafeteria. Still expected to meet total budget expectations for end of fiscal year without going over.

5. Food Service Update

- Lunch counts currently very low

- Hot lunch Friday option being considered for October; lunches will still be packaged individually.
- “Seamless Summer Option” beginning 9/22/20 in district. State providing funds for all students to have access to free lunches; program extended through December 2020. Distance learners may also use program; please call the school to reserve lunch for pickup by 9am each day.

6. 21st Century Update

- As expected for August, no revenue recorded. Insurance and beginning of year costs incurred.

8. Adjourn 6:56pm