



## FINANCE COMMITTEE MEETING MINUTES

Tuesday, May 3, 2022

[8:30 a.m.](#)

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Committee Members: Dr. Camille Cerciello, Chair  
Randall Peach, Carol Hample, Thomas Wallace

Administrative Staff: Dr. Jonathan Hart, Superintendent  
Jason Bohm, SBA/Board Secretary  
Don Race, Facilities Manager

Guests: Jim Finn and Mary Muscarella, Brown & Brown Benefit Advisors

1. **Health & Dental Insurance Renewals** - Presenters from Brown & Brown reviewed the health care proposal. AmeriHealth quoted a 4% increase in medical benefits for the 2022-2023 school year. Aetna, Horizon, and SHIF (School Health Insurance Fund) declined to provide a quote. There will be a 0% increase in dental benefits for the upcoming year.
2. **Facilities Department Software Migration** - Don Race proposed purchasing software upgrade, OperationsHero, for the facilities department. It involves training but will cost less than the current software, which is outdated. It was agreed to purchase the new software.
3. **2022-2023 Capital Projects**
  - a. HBS Roofing Project
    - i. Insulation received by vendor per architect
    - ii. Project kickoff meeting this month
    - iii. Relocation of business office staff, summer enrichment/ESY
  - b. TBS Cupola
    - i. Replacement vs. repair - The estimate for a new cupola at TBS is approximately \$32,000. This price is much less than was anticipated. It was decided to move forward with purchasing a new cupola. Price includes installation using a crane.
  - c. Curriculum Office
    - i. Waiting on quote, adjustments to occur if over budget
    - ii. Lead time on doors, windows is extensive
4. **Maschio's Food Services, Inc. Renewal** - We currently enjoy a good working relationship with Maschio's Food Service. They are flexible, reasonable and provide healthy food. We agreed to renew our contract with Maschio's for the 2022-2023 school year.
5. **Bus Driver Incentives** - Discussion whether or not we should continue the incentives for bus drivers, including hiring bonus, training, and finder's fee. It was agreed to keep all incentives at this time.
6. **Federal EPA Clean Bus Program - \$5 Billion Grants (2022-2026)** - Discussion regarding us continuing to apply for electric bus grants. If approved, the grant will pay for the bus but likely not the charging stations. We will move forward with these grant applications.

**7. Finance Agenda Items** - Sustainable Jersey TBS Detention Basin \$10K Donation, Rutgers University Consulting Agreement, ESSER III/ARP Amendment, State Contract Construction Vendor, Amerihealth Health/Vision Insurance Renewal, Horizon Dental Insurance Renewal, Maschio's Food Services, Inc. Renewal, Bus Driver Incentive Stipends

**8. Bills List**

**9. Next meeting is planned for Wednesday, June 1, 2022 @ 8:30**

Anticipated Topics:

- a. TBS Boiler Report
- b. SAIF General Insurance Renewal