



FINANCE & FACILITIES MEETING MINUTES

Tuesday, April 4, 2017 at 8:30 a.m.

Committee Members: Ray Egbert, Chair
Laura Simon, Anna Shinn, Chris Allen

Administrative Staff: Barbara Sargent, Superintendent
Tom Venanzi, SBA/Board Secretary

1. Brown and Brown Benefit Advisors

- Jim Finn provided a brief overview of the insurance market.
- The Committee discussed elevated member service issues with Mr. Finn. There have been three elevated issues in 2017 and those have been closed. The Committee also discussed the issue that was brought to the Board's attention concerning staff's out-of-state college students. The issue being that the students were told by doctors their insurance was not accepted after being referred by AmeriHealth. Mr. Finn is to provide another educational letter to the staff explaining the procedure for using the out-of-state network.

2. Solar Project update

- Brian Bizjak (Gabel Associates) and Ryan Scerbo (Attorney) provided an update on the solar project. The handout is attached. The goal is for the solar panels to be online by November 2017. The Green Committee is meeting to discuss the landscaping options which are needed to have the plans finalized.

3. Finance Agenda items on the Board meeting Agenda

- Dr. Sargent will present the Final Budget at the April 24th Board meeting. The amounts have not changed since the Tentative Budget Adoption 2017-18 which are as follows:

	Total 2017-2018
Total Expenditures	\$ 32,306,299
Less: Anticipated Revenues	\$ 3,289,750
Taxes to be Raised	\$ 29,016,549

The Committee recommends approval of the resolution adopting the 2017-18 Budget.

- The Committee reviewed the Shared Services Agreement with Tewksbury School District for Readington Township School District to provide Technology Support Services. The recommended cost to be paid by Tewksbury is \$127,625 which is an increase from \$120,276. Additional language has also been added to allow a \$55 billable rate for services provided by Readington that are beyond the standard services agreement. Mr. Venanzi has discussed this

Agreement with Tewksbury's Business Administrator and is expecting Tewksbury Board approval.

- The Committee discussed the Shared Services Agreement with Branchburg related to bus transportation. There had been previous discussions concerning the desire by Branchburg to build a bus garage with our District to potentially share in the cost. Branchburg is not currently pursuing this issue for the upcoming budget year. Therefore, there are no language changes to this agreement. The new cost is \$94,896 to be paid to Branchburg which is an increase from \$86,801. The cost is calculated by adding Branchburg's payroll costs (supervisor, two mechanics, clerical position) and the District's payroll costs (dispatcher, one mechanic). This amount is then split by 50 %. Then the District's cost is compared to the 50% split and the difference is paid to Branchburg. The Committee recommends approval of this Agreement.
- The Committee reviewed the Shared Services Agreement for the YMCA School Age Child Care Program. There have been no changes to the Agreement. The YMCA pays the District approximately \$27,000 in rental income for the use of the facilities. The Committee recommends approval of this Agreement.
- There will be a motion to approve a second addendum to the contract with the Uncommon Thread to provide a BCBA 1 full day per week from March 2017 through June 2017 and one functional behavior assessment for a total adjustment of \$11,400. This addendum is needed due to a new student moving into the District. The Committee recommends approval of this Motion.
- The Business Office is expecting to receive bids on April 18th for the Bathroom Renovation project. The bids will be discussed at the April 24th Board meeting.

4. The next Finance/Facilities Committee meeting date is set for May 9, 2017 at 8:30 a.m.

Readington Township Board of Education Solar Project Update



April 4, 2017



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