

Finance Subcommittee (of the School Committee)
10/15/21
Minutes

Jeanne Downs, chair
Ellen Grieco
Omar Easy, Superintendent
Ellen Whittemore, Director of Finance and Operations
Michael Hoyle, Finance Committee

Jeanne called the meeting to order at 10:17 am and noted it was being recorded by Waycam. The following items were discussed:

Public Comment

None.

Capital Project Update

Ellen W. reported that the bid has been released for the PA system with the bid award estimated at the end of November. The school department will manage the contract. The Claypit Hill playground is progressing with completion scheduled for November 12th except the PIP (Pour In Place) which will be installed in June. Ellen W. also gave an update on the Happy Hollow ADA compliance work.

Support Organization Budget Review and Approval

Jeanne noted the process and related policies for support organization budget acceptance/approval. A discussion ensued about a timeline for this school year.

Community Preservation Fund Application

The subcommittee discussed whether any of the FY23 capital projects qualify for CPA funds. Jeanne will follow up with Gretchen Schuler as to whether the resurfacing of the high school indoor track qualifies.

FY23 Operating Budget Guideline

The subcommittee discussed the town operating budget guidelines and how to present the budget. A discussion ensued about the facilities line item.

4th Quarter Financials *(taken out of order)*

Ellen W. noted that the town has not yet closed the FY21 budget. She is waiting for the final numbers to finalize the school department 4th quarter financials.

Information for Finance Committee

The subcommittee reviewed a mock up of the chart of information intended to accompany the FY23 Operating Budget for the Finance Committee. A discussion ensued about why the peer towns for the schools and towns are different. Michael Hoyle will discuss this further with the Finance Committee.

Review and Approval of Minutes

This item was passed over.

Matters Not Anticipated

None.

Adjournment

Upon a motion made by Jeanne Downs and seconded by Ellen Grieco, the subcommittee voted unanimously (2-0) to adjourn at 11:07 am.

Respectfully Submitted,

Jeanne Downs

Corresponding Documents

- Community Preservation Fund Notice
- Support Organization Application
- FY23 Operating Budget Guideline
- Guidelines for Support Organizations
- Sample Fiscal Sponsor Agreement