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Board of Finance, Town of Stafford
Veteran's Meeting Room
Regular Meeting
October 1, 2018 7 PM

Board Members Present:

Jane Slater, Chair, Brian Bagley, Gary Fisher, Francis Moriarty, Tony Pellegrino,

Board Members Absent:

David Walsh

Board Alternates Present:

Steven Geryk, Richard Shuck, Conrado Ulloa

Also in attendance were Town CFO Lisa Baxter, Town Treasurer Neil Hoss, and Board of Ed Supervisor of Building Services Devin Cowperthwaite.

1) **CALL MEETING TO ORDER**

Chairman Slater called the meeting to order at 7 PM.

2) **ESTABLISH A QUORUM**

Upon motion of Mr. Moriarty and seconded by Mr. Pellegrino, the Board voted unanimously to seat alternate member Conrado Ulloa for absent member David Walsh. A quorum was established.

3) **APPROVE MINUTES OF AUGUST 13, 2018 SPECIAL MEETING**

Upon motion of Mr. Moriarty and seconded by Mr. Pellegrino, the Board approved the minutes from the August 13, 2018 special meeting. Mr. Bagley and Mr. Fisher abstained from the vote.

4) **NEW BUSINESS**

Mr. Cowperthwaite attended the meeting to bring awareness to the Board that the oil tank at the West Stafford Elementary School needs to be replaced. According to DEEP, oil tanks have to be replaced every thirty years. The records at the school stated the tank was installed in 1989, but upon further research was deemed to be installed in 1987, bringing it past the 30 year cutoff of having a new tank installed. Mr. Cowperthwaite has been and will continue to research costs of installing a new tank. The Board discussed what size tank the school would require, whether it should be above or below ground, and if it would be more cost effective to switch to gas. Mr. Cowperthwaite said the old tank will be removed and a new system installed when school gets out in June 2019, and will report back to the Board when he has solid figures.

For informational purposes, CFO Lisa Baxter distributed the Board of Education's transfers from their September 24, 2018 meeting. *(see attached)*

Mr. Geryk noted the huge saving in their budget by keeping five students in the district.

The Board reviewed a transfer request from the Police budget, asking to transfer funds from Payroll to Constable Training. A vote on this transfer request will take place at the Board's next meeting.

5) **OLD BUSINESS**

Ms. Slater brought up the lights at Kealy Field being on several nights this fall, and questioned who is using the fields. The electric bills for the Kealy Field lights were discussed at the Board's August meeting, and who should be paying the bill.

The Board of Finance will be holding a joint meeting with the WPCA and Selectmen, waiting on a date for that meeting from Rick Hartenstein.

5) **ADJOURNMENT**

Upon motion of Mr. Bagley and seconded by Mr. Moriarty, the meeting adjourned at 7:41 PM.

Respectfully Submitted,



Erin Kirchhoffer

Recording Secretary, Board of Finance

Stafford Public Schools
Business Office
11B Levinthal Run
Stafford Springs, CT 06076

MEMO

Date: September 25, 2018
To: Stafford Board of Finance
From: Diane Peters, Business Manager
Subject: General Fund Transfer

On Monday, September 24, 2018, the Stafford Board of Education voted to approve a transfer from Out of District Tuition and Transportation to the Certified and Non-Affiliated Salary lines.

The Stafford Learning Center project has returned five students to the district saving an average of \$89,474 per student in outplacement and transportation costs. Two Special Education teachers and a Board Certified Behavior Analyst(BCBA) were hired to staff the program at a cost of \$246,696.

The following transfer was approved:

Transfer from:

| | | |
|---------------------|--------------------------------------|------------------|
| 001.04.560.1260.211 | Tuition SpEd Private Out of District | \$212,158.56 |
| 001.04.510.2700.165 | SpEd Bus – Outside Contract | <u>34,537.44</u> |
| | Total | \$246,696.00 |

Transfer to:

| | | |
|---------------------|--|------------------|
| 001.04.111.1280.091 | Special Ed Learning Ctr Teacher Salary | \$ 80,229.00 |
| 001.04.111.1280.091 | Special Ed Learning Ctr Teacher Salary | 86,467.00 |
| 001.04.114.2190.013 | District BCBA Salary | <u>80,000.00</u> |
| | Total | \$246,696.00 |