

# **BUDGET / FACILITIES SUBCOMMITTEE MEETING**

## **MINUTES**

**Monday, May 14, 2012**

**Kickemuit Middle School**

### **Present**

**Subcommittee: William O'Dell, Chair, John Bento (7:00) and Diana Campbell**

**School Committee, Administration and Staff: Melinda Thies, Pauline Silva and George Simmons**

**Guests: Tara Thibaudeau**

**Chairman O'Dell called the meeting to order at 6:50 PM.**

### **Kickemuit Middle School Sign**

**Tara Thibaudeau explained the sign will be mounted inside below the cock; it is a frameless, solid plate with no removable letters, measuring 10 feet by 16 inches. It is being made by JayEl Trophies, easy to maintain, and the hope is to have it by June, but the timing is not important. Tara has been working with George through this process; George reminded Tara to assure matching screws are included.**

**Tara updated the Committee on the Hugh Cole Playground Project; Phases I and II are complete; the ordering for Phase III is in process. George added that the COZ Program has offered to assist in installing**

**the basketball courts.**

**Tara left the meeting at 6:58 PM.**

### **Summer Projects**

**The list of summer work projects at each of the schools was distributed. George said the asbestos floor tile work at Hugh Cole is first priority and time sensitive; the funding for this work is from the State; all preliminary work is complete. All other projects are mostly routine and of no significant expense. Pauline is expecting an update from SMMA on the high school project.**

**MOTION: Diana Campbell motioned to approve the summer work projects list and authorize maintenance to move forward with the asbestos removal at the Mary V Quirk Pavilion at Hugh Cole and other projects. Bill O'Dell seconded; the motion passed by a vote of 2 to 0.**

### **Actuarial Services Bid**

**Two bids were received; Pauline recommend Nyhart , the lower bidder; they did our previous study three years ago and do quality work; she is very satisfied with their price.**

**MOTION: Diana Campbell motioned to forward the recommendation of Nyhart for actuarial services at a cost of \$6000 to the full Committee. Bill O'Dell seconded; the motion passed unanimously.**

### **Audit Services**

The lower of the two bidders is Braver; this would be our fourth contract with Braver and they provide a quality product. Bill raised the notion that it is good practice to change auditors from time to time; Pauline said that is written into the RFP, we increase sample size to get good replies.

John Bento joined the meeting at 7:00 PM.

Bill suggested switching auditors in a few years; Diana knows LGC&D's work to be very thorough; she accepts Pauline's recommendation of Braver.

**MOTION:** Diana Campbell motioned to award the bid to Braver for the amount of \$18,000 per year for FY 12, FY 13 and FY 14, plus \$3500 AUP per year, and ask the Superintendent to make that recommendation to the full Committee. Bill O'Dell seconded and asked that prices be included in the recommendation. The motion passed by a vote of 3 to 0.

### **Policy BCE-R**

Bill has concerns about the non-compliance of an item under the Budget Subcommittee—"The subcommittee will periodically review the inspection reports of school facilities and report to the Board at least annually." George updates the Committee regularly and the necessity for this item does not exist any longer. Bill feels the Committee can ignore the issue, abide by it, or ask the Policy Subcommittee to adjust it.

**MOTION: Diana Campbell motioned to refer Policy BCE-R to the Policy Subcommittee for a review of the fourth bullet under Budget/Facilities Subcommittee and make an adjustment. John Bento seconded. The motion passed by a vote of 3 to 0.**

### **Adjournment**

**MOTION: Diana Campbell motioned to adjourn the meeting at 7:09 PM. John Bento seconded. The motion passed unanimously.**

**/ca**