

BUDGET / FACILITIES SUBCOMMITTEE MEETING

MINUTES

Monday, December 14, 2015

Oliver Administration Building

Present

Subcommittee: Marjorie McBride, Chair; John Bento and William O'Dell

School Committee, Administration and Staff: Diana Campbell, Karen Lynch, Erin Schofield, Paul Silva, Mario Andrade, Superintendent; Pauline Silva, Director of Administration & Finance; Paul Morris, Director of Technology; and George Simmons, Director of Facilities

Guests: Kyle Connors, Hague, Sahady & Co., CPA's, P.C.

Marj M. called the meeting to order at 6:35 PM.

APPROVAL OF MINUTES

MOTION: Bill O. made a motion to approve the minutes of the November 16, 2015 meeting; seconded by John B. The motion

passed unanimously.

BUDGET FOCUS

FY15 Audit Presentation

Mrs. McBride. stated that the FY15 Audit Presentation would be given during the regular business meeting when all School Committee members are present.

Mrs. McBride asked Mr. Connors if there were any concerning issues found in the FY15 audit. Mr. Connors responded that there were no concerning issues saying it was a “clean audit”.

FY16 Budget

Pauline S. stated that there was nothing new to report.

FACILITIES FOCUS

PARE Engineering – MHHS Field Project

George S. reported that he met with PARE Engineering on the field. The questions that were asked at that time needed to be formally submitted to PARE Engineering by last Friday.

George S. stated that a mandatory pre-bid conference was held with only three representatives present. George S. stated that he is comfortable with the prospective bidders. The bid opening is scheduled for December 22nd.

ACTION ITEMS

Town of Warren Snow & Sand Removal Bid

Marj M. stated that the bid presented by MJ Construction is the same as the last two years. The only difference this year is that the District has locked this bid in for three years.

Marj M. requested a motion to move the Town of Warren Snow & Sand Removal Bid forward to the full School Committee.

MOTION: John B. made a motion to recommend for approval to the full School Committee, MJ Construction's bid for the Town of Warren Snow & Sand Removal; seconded by Bill O.

The motion passed unanimously.

FY15 Audit Report

MOTION: Bill O. made a motion to recommend to the full School Committee acceptance of the FY15 Audit Report; seconded John B.

The motion passed unanimously.

Shared Printer RFP

Paul M. shared details regarding the Shared Printer concept in answer to several questions asked by the Subcommittee.

Privacy issues were discussed.

Cost savings were discussed.

Paul M. stated that he doesn't anticipate any dramatic changes in technology for the future that would preclude moving forward with shared printing.

MOTION: John B. made a motion to recommend to the full school committee approving the Shared Printer RFP; seconded by Bill O.

The motion passed unanimously.

Next meeting – Tuesday, January 19, 2016

Adjournment:

MOTION: At 6:52 p.m. Bill O. made a motion to adjourn the meeting; John B. seconded.

The motion passed unanimously.

After the adjournment, it was determined that the meeting needed to be reconvened.

MOTION: Bill O. made a motion to withdraw his motion to adjourn in order to reconvene; seconded by John B. The motion passed

unanimously.

Marj M. stated that the purpose for reconvening the meeting was for making a decision on which company to award the Shared Printer RFP to.

Paul M. shared his reasons for recommending RICOH.

A short discussion ensued.

MOTION: John B. made a motion to recommend to the full School Committee awarding the Shared Printer RFP to RICOH; seconded by Bill O. The motion passed unanimously.

ADJOURNMENT:

MOTION: At 6:55 p.m. Bill O made a motion to adjourn the meeting; seconded by John B. The motion passed unanimously.

kd