

BRANFORD BOARD OF EDUCATION

SPECIAL PERSONNEL & FINANCE COMMITTEE MEETING MINUTES

DATE: **January 20, 2021**

LOCATION: **Branford High School Lower Media Center
185 East Main Street, Branford, CT**

SUBJECT: **Personnel & Finance Committee Meeting**

ATTENDANCE

HERE	ATTENDEE	AFFILIATION
Y	Dawn Perrotti, Committee Chair	Board of Education
N	Joanne Borrus	Board of Education
Y	Peter Berdon	Board of Education
Y	Cristina Cantu	Board of Education
N	Chad Edgar	Board of Education
N	Meredith Gaffney	Board of Education
Y	Ellen Michaels	Board of Education
Y	John Prins	Board of Education
Y	Dr. Tim Raynor	Board of Education
N	Hamlet M. Hernandez, Superintendent	Central Office
Y	Rachel Sexton, Assistant Superintendent	Central Office
N	Charles Cicarella, Jr., Student Services Director	Central Office
Y	Donald Neel, Chief Operating Officer (COO)	Central Office

Others present: Mike Sahm, ECG Engineering

CALL

01 Meeting was called to order at 6:24 PM by the Committee Chair, Dawn Perrotti.

DISCUSSION/CONSENT ITEMS

02 **2020/2021 Monthly Expenditures**

Don Neel reported that the Pupil Services Budget is 60.5% committed, the General Operating Budget is 79.5% committed for a consolidated commitment of 76%. In circling back to Ms. Perrotti's question from the December 9, 2020 meeting regarding where we were budget wise last year, Mr. Neel stated that last year at this time we were 82% committed.

Mr. Neel also reported that our food service is still going strong, distributing a lot of meals. Since the pandemic we have serviced 91,000 meals, over the holiday break we delivered 4,000 meals. The summer program is still on for July and August.

03 **2020/2021 Special Education Tuition & Transportation Monthly Expenditures**

In Mr. Cicarella's absence this evening, Mr. Neel reported that the total combined Tuition and Transportation budget is 3.7 million dollars, a projected tuition balance of \$85,296, a transportation balance of \$262,703 for a total end of year budget projection of \$347,999.

04 **Personnel Report**

Don Neel reported that Talent Services has received a lot of questions from staff regarding the COVID vaccine and at this time we don't have any information. An employee data base including food services and buses has been created and when it is requested it will be sent to the Department of Health Information Management Systems.

05 **ECG Update**

Mike Sahm, Senior Project Engineer for ECG Engineering discussed the update provided by ECG regarding the Elementary Solar Project. Among the items that Mr. Sahm discussed were Branford PV Assessments for Photovoltaic System, the importance not to over produce energy (compensation at a whole sale rate), three-year baseline (energy use and cost), optimization study (roof space, fire code, building code), optimal sizing, module

Continued...

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DISCUSSION/CONSENT ITEMS

05 **ECG Update** (Continued)

size and output, bottom line/bottom financial (baseline – amount of energy per year, annual production, size photovoltaic systems, sustainability and reliance), carry forward credit (based on current usage - storing credit, utility rate, utility cost savings). Mr. Sahm also discussed the two possible paths, 1. Continue with the Connecticut Greenbank and the construction partner or 2. Proceed with new open RFT to screen a new set of bidders, evaluate, bids, select bidder and proceed with design. Mr. Sahm also stated that he questions two pieces of information that Greenbank has supplied, one is the utility discount (49%) and the other is saving percentage (larger then what is calculated).

MOTION (Michaels/Cantu) to recommend to the Full Board that the Administration seek the necessary waivers to comply with procurement policies for the Greenbank proposal.

APPROVED UNANIMOUSLY

PUBLIC COMMENT

There were no public comments made at this evening's meeting.

ADJOURN

06 MOTION (Michaels/Cantu) to adjourn.

APPROVED UNANIMOUSLY

Ms. Perrotti adjourned the meeting at 7:13 PM.

**The next Personnel & Finance Committee Meeting will be
February 10, 2021 at 6:30 PM at Branford High School, Lower Media Center.**

Respectfully submitted,
Meredith Gaffney
Secretary

Prepared by,
Kerry Eyrich