



TOWN OF COLUMBIA
Fiscal Policy Board
May 8, 2013
Horace W. Porter School Conference Room
8:45 a.m.

Members Present: Bev Ciurylo-Finance Director, Francine Coss-Superintendent, Jonathan Luiz-Town Administrator, Kerry Hoffman-Board of Education Member, Earnest Sharpe-FiPAC Chairman, Carmen Vance-First Selectman

Others Present: Judy Ortiz-FiPAC Member

1. Call to Order

Mrs. Ciurylo called the May 8, 2013 Fiscal Policy Board meeting to order at 8:45 a.m.

2. Approve Regular Meeting Minutes of February 13, 2013

C. Vance **MOVED** and E. Sharpe **SECONDED** to approve the February 13, 2013 meeting minutes as presented.

MOTION CARRIES: 5-0-1

B. Ciurylo, F. Coss, J. Luiz, K. Hoffman, E. Sharp VOTED FOR THE MOTION
C. Vance ABSTAINED

3. Correspondence – None

4. Old Business

- A. MBR Waiver Update & the BOE's Request for the Town to Share All Planning Information** – The State Board of Education is reviewing Columbia's information. The next meeting scheduled will be an Audit Subcommittee meeting. Mr. Luiz will request the date of the subcommittee meeting and report back to the respective Boards. When the Board of Education documentation is sent to Mr. Brian Mahoney at the State, copies will also be sent to Mr. Sharpe, Ms. Vance and Mr. Luiz. The MBR Waiver is a new process.

Board of Education Chairperson Lauren Perrotti-Verboven has requested updates pertaining to any MBR movement. Mr. Luiz explained the Town has shared all information with the Board of Education except the PowerPoint presentation documentation that was presented at the State Board of Education meeting. Copies of the presentation were handed out at that meeting. Mr. Sharpe understood Mrs. Perrotti-Verboven's request to mean weekly/bi-weekly updates or any documentation that was handed out at meetings. In return, Mr. Luiz assumes if the Board of Education speaks of this topic, the Town should be made aware of it. Mr. Sharpe does not see evidence that the Fiscal Policy system (where each representative informs its designated board/committee of meeting discussions/updates) is broken. Mrs. Coss explained that the State Board of Education meeting date was changed and the Board of Education was not informed of this change. Mr. Luiz said the Town Charter calls for this Board to communicate to their respective Boards what transpires at each Fiscal Policy Meeting. He also stated it is appropriate for certain employees/members of Town Boards to meet to discuss strategies. There are times when separate Boards need to meet. At the State meeting, First Selectman Vance heard some conversation about tuition and the gentleman agreement between the Town and Board of Education where unused BOE tuition dollars are returned to the Town. She and Mr. Sharpe asked why this was brought up. Mrs. Coss explained she wanted the State Board to understand that these funds are returned to the Town. Mr. Sharpe said the gentlemen's agreement should not be a topic of

discussion for the MBR discussion. Ms. Ortiz said there seems to be a lack of trust and that everyone has the same goal.

- B. **School Roof Update** – Mr. Luiz reported that the School Roof Committee will be meeting this evening to approve the construction documents. Grant paperwork will be submitted to the State and a meeting set up as soon as possible so the bid process can begin. The Town will be receiving 100% of the possible funding. It is possible that this project may get pushed back to next summer. The Town will do their best to get the project moving. Mrs. Coss explained the project will be a flat roof with a slight pitch. Drains may need to be shifted or added. It will take the State one to two weeks once the project is submitted. Noises, odor and air quality will be issues during the project. Summer employees will need to be relocated. The school library, cafetorium, and gym can be held off but not Porter classrooms. Weather may also be an issue. The Board of Education passed the 2013/14 Horace Porter School calendar on May 6, 2013. When the calendar is shared with families, a notice will state that it is possible the start of school date may change due to the start/finish of the job. The BOE may request use of the Senior Center or Firehouse for the start of school staff development.
- C. **Implementing Revised Formats for Board of Education Reports** – FiPAC has given specific examples combining functions/descriptions for distinct reports. Mr. Sharpe asked if the revised format could be used for the rest of this fiscal year. Mrs. Coss said the May 6, 2013 Budget Memo will be in the old format but the new format will be used beginning in June and continuing next year.

5. New Business

- A. **Benefits Broker RFP** – Mr. Luiz reported that bids have gone out for this service and should be returned in a week. Anthem rates are locked in. The only thing that might change is the cost sharing portion. Co-pay amounts remain the same. Mrs. Coss explained the Teachers Contract specifically states that coverage will be through Anthem through 2013/14. Teacher contract negotiations will begin this spring. It is hoped that wording to eliminate a specific vendor will be negotiated.
- B. **School Security Improvements** – Mrs. Coss informed the Board that on Monday evening, the Board of Education discussed hiring an outside independent professional to conduct a Security Audit for Porter School. Exterior doors need to be replaced. Credit must be given to Trooper Aiken for his help in this matter. During April vacation he took everyone from his troop who might respond to Porter on a tour of the school so they would be familiar with the school layout. Mr. Luiz said money for security is in the budget.
- C. **Annual Town Meeting Protocol** – This meeting will be held on May 14th at 7:00 p.m. at the Horace W. Porter School Cafeteria. The Board of Selectmen, FiPAC and Board of Education will be seated together in front of the audience. First Selectman Vance will call the meeting to order and read the motion, someone else will second the motion. The FiPAC Chairman and Board of Education Chair will each be invited to say a few words. There will be no presentations. The audience will be allowed to ask questions. Babysitting services will be available.

6. **Fiscal Department** – Mrs. Ciurylo reported that the auditors will be in the finance office on June 4th or 5th. Last year an extension was requested because of the MBR waiver. She is expecting a very clean audit this year.

7. Audience

- Mrs. Coss said it is possible that in a few years the State may mandate using standard finance software for all Board of Educations/Towns. Eastconn is piloting an offer and providing financial services for the Town of Union. They use Munic software (an industry standard) and are willing to meet with any municipality to discuss the services they provide.

8. Adjournment

B. Ciurylo **MOVED** and J. Luiz **SECONDED** to adjourn the meeting at 10:10 a.m.
MOTION CARRIES: 6-0

The next meeting will be June 12, 2013 @ 8:45 a.m. in the Horace W. Porter School Conference Room.