



TOWN OF COLUMBIA  
**Fiscal Policy Board**  
**November 12, 2014**  
Horace W. Porter School Conference Room  
**8:45 a.m.**

**Members Present:** Bev Ciurylo-Finance Director, Jonathan Luiz-Town Administrator, Earnest Sharpe-FiPAC Chairman, Lol Fearon-Superintendent, Carmen Vance-First Selectman, Kerry Hoffman-Board of Education Chairperson

**Others Present:** Judy Ortiz

**I. Call to Order**

Mrs. Ciurylo called the November 12, 2014 Fiscal Policy Board meeting to order at 8:45 a.m.

**II. Approve Regular Meeting Minutes of September 10, 2014**

C. Vance **MOVED** and J. Luiz **SECONDED** to approve the September 10, 2014 meeting minutes as presented.

**MOTION CARRIES: 6-0**

**III. Approve 2015 Fiscal Policy Board Meeting Dates**

J. Luiz **MOVED** and L. Fearon **SECONDED** to approve the 2015 Fiscal Policy Board Meeting Dates as presented.

**MOTION CARRIES: 6-0**

**IV. Correspondence – none**

**V. Old Business**

**a. School Roof Replacement Project Update**

Mr. Fearon is waiting for an update once all the balancing is completed. There are a couple of outstanding minor issues in addition to repairing the kitchen unit. The gutter issue is resolved.

**b. Security Grant Update**

Mr. Fearon met with Mr. Sylvester this week. Mrs. Ciurylo is preparing invoices for submittal to the State. The security grant approval will be an action item on the December 1<sup>st</sup> Board of Education meeting agenda.

**VI. New Business**

**a. October 1 District High School and Magnet School Enrollment** – in the high school category, Bolton numbers are down and E.O. Smith numbers are up. Based on October 1 numbers, there are 218 Columbia high school students; 3 more than were budgeted for. In the magnet school category, there are 41 students attending magnet schools; 33 students were budgeted for.

**b. Existing Horace W. Porter School Capital Project Funds** – Mr. Fearon reported that the BOE Facilities Subcommittee met last month and discussed 5-year capital plan items. This is a very rough draft and prices are being researched:

- Purchase and installation of 2 x 2 ceiling tiles
- Coating of potable water tank

- Window replacement and repair
- Annual flooring replacement/repair (ongoing, 3 rooms at a time)
- Septic pump replacement (2)
- VFD water pumps
- Water heater upgrade/replacement
- Parking lot repaving
- Sidewalk repair and upgrades
- Track and playing fields repair/refurbish
- Maintenance truck and plow purchase

Mr. Luiz asked if the Board of Education could project 5 additional years.

- c. **Audit Update** – Mrs. Ciurylo reported the town audit is wrapping up and will be filed on time. The ED001 audit will begin tomorrow and the WINCOG audit will start next week; making 4 audits in 2 months. FiPAC has recommended that the Town go out to bid for a future auditing company.
- d. **Upcoming Budget Season** – Mr. Luiz thanked Mr. Fearon for the Board of Education Budget Schedule. Mr. Fearon has started the internal request for budget input. He will be meeting with administrators next Tuesday to consider requests and staffing. Mr. Luiz will schedule a Tri-Board meeting for December.
- e. **Library Expansion** – Ms. Vance reported that because the library expansion vote failed, she and Mr. Luiz will be looking at the repairs that are needed for the Saxton B. Library. They will look at available library grant money and funding to see what repairs can be made.

#### VII. Finance Department

Mr. Luiz reviewed the current finance department staffing. There is a full time Finance Director, the accountant position was full time but was changed to a part time position when that person left. In addition to payroll, the payroll person has assumed the part-time accounting position making her full time. The accounts payable position is full time. The current structure will be evaluated.

#### VIII. Audience

#### IX. Adjournment

C. Vance **MOVED** and K. Hoffman **SECONDED** to adjourn the meeting at 9:29 a.m.  
**MOTION CARRIES: 6-0**

*The next meeting will be December 10, 2014 @ 8:45 a.m. in the H. W. Porter School Conference Room.*