A meeting of the Amity Regional Board of Education Finance Committee was held on Monday, June 11, 2018 at 5:30 p.m. at 25 Newton Road in Woodbridge.

COMMITTEE MEMBERS PRESENT: Chairperson John Belfonti, Mr. Matthew Giglietti, Mr. John Grabowski, and Dr. Jennifer Turner

COMMITTEE MEMBERS ABSENT: Ms. Patricia Cardozo and Mr. Joseph Nuzzo

BOARD OF EDUCATION MEMBERS PRESENT: Mr. Christopher Browe, Ms. Sheila McCreven, and Ms. Diane Urbano

STAFF MEMBERS PRESENT: Dr. Charles Dumais, Ms. Theresa Lumas, Mr. Scott Cleary, and Mr. James Saisa

1. Call to Order

Chairman Belfonti called the meeting to order at 5:34 p.m.

2. Discussion and Possible Action on Minutes

a. Finance Committee Meeting – May 14, 2018

Motion by Mr. Grabowski, Second by Mr. Giglietti, to approve minutes as submitted

Votes in favor, 3 (unanimous)
MOTION CARRIED

3. Public Comment

Mr. Christopher Browe, Orange, informed the Committee that he would be presenting a motion to the Amity Board of Education at this evening's Regular Meeting to approve a superintendent search consultant, Joe Erardi, at a cost of $10,000. He also explained that he would offer his recommendation for the interim consultant for Amity Board of Education approval at this evening's Regular Meeting.

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4. Discussion and Possible Action on the Lunch Prices for 2018-2019

Motion by Mr. Giglietti, Second by Dr. Turner to recommend the Amity Board of Education authorize the food service provider to raise lunch prices at Amity Middle School Bethany, Amity Middle School Orange, and for pizza meals at the Amity Regional High School by 20 cents to $3.00 for 2018-2019, and the Director of Finance and Administration is authorized to approve increases in a la carte items.

Votes in favor, 3 (unanimous)
MOTION CARRIED

5. Discussion and Possible Action on Contracts of $35,000 or More

a. <u>Food Service Contract</u>

Motion by Mr. Giglietti, Second by Dr. Turner to recommend to the Amity Board of Education year three of the five-year contract for food services to Chartwells, a division of Compass Group, Inc. for the 2018-2019 fiscal year at a price of $21,390 for Management fees and $78,330 for Administrative fees.

Votes in favor, 3 (unanimous)
MOTION CARRIED

b. <u>Vinyl Flooring Replacement (2018-2019 project)</u>

Motion by Mr. Giglietti, Second by Dr. Turner, to recommend to the Amity Board of Education the vinyl floor replacement project for the 2018-2019 school year to Red Thread of East Hartford, Connecticut for the quoted price of $38,070.98.

Votes in favor, 3 (unanimous)
MOTION CARRIED

c. <u>Cybersecurity Assessment (Enclosure)</u>

Ms. Lumas distributed June 11, 2018 memo regarding the Award of Contracts of $35,000 or More; no action required on Cybersecurity

DRAFT

d. <u>Laptops (1:1 devices) (Enclosure)</u>

Motion by Mr. Giglietti, Second by Mr. Grabowski to recommend to the Board of Education the lease purchase of laptop devices to Whalley Computer, Inc. of Southwick, MA at a price of $182,320 and have the Director of Finance enter a lease agreement not to exceed $67,952 each year of a three-year period.

Votes in favor, 3 (unanimous)
MOTION CARRIED

6. Discussion and Possible Action on End-of-Year Purchases

a. Auto Purchase

Motion by Dr. Turner, Second by Mr. Giglietti, to recommend the Amity Board of Education to waive the bid process for the purchase of a used vehicle for district maintenance staff.

Votes in favor, 3 (unanimous)
MOTION CARRIED

b. Security Assessment discussed, no action taken

c. Guard Stations discussed, no action taken

d. Amity Transition Academy discussed, no action taken

e. New Superintendent Search discussed, no action taken

7. Discussion of Monthly Financial Statements

8. Director of Finance and Administration Approved Transfers Under $3,000

DRAFT

9. Discussion and Possible Action on Transfers of $3,000 or More

Facilities

Motion by Dr. Turner, Second by Mr. Grabowski, to recommend the Amity Board of Education approve the following budget transfer to cover storm-related damage at Amity Middle School Bethany:

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-14-2600-5715	Building Improvements/Contingency	$ 1,477	
05-15-5000-5850	District Contingency	$28,230	
01-14-2600-5420	Repair & Maintenance		$29,707

Votes in favor, 3 (unanimous)
MOTION CARRIED

Schools

Motion by Mr. Giglietti, Second by Mr. Grabowski, to recommend the Amity Board of Education approve the following budget transfer to cover furniture purchases at the schools.

ACCOUNT NUMBER	ACCOUNT NAME	FROM	TO
05-15-5000-5850	District Contingency	$ 10,000	
XX-13-2400-5731	Furniture - replacement		$10,000

Votes in favor, 3 (unanimous)
MOTION CARRIED

10. Other

a. Information on Jack B. Levine Efficiency Awards

b. Capital Reserve Appropriation Review

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c. Other

Mr. Giglietti thanked Dr. Dumais on behalf of the Town of Woodbridge and explained that the Town is very happy with the work on the Amity finances under the direction of Dr. Dumais. Mr. Giglietti added that he has really enjoyed working with Dr. Dumais.

Mr. Grabowski agreed with Mr. Giglietti's comments and also thanked Dr. Dumais.

11. Adjourn

Motion by Mr. Giglietti, Second by Mr. Grabowski, to adjourn the meeting.

Votes in favor, 3 (unanimous)
MOTION CARRIED

Meeting adjourned at 6:14 p.m.

Respectfully submitted,

Pamela Pero
Recording Secretary

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AMITY REGIONAL SCHOOL DISTRICT NO. 5

Bethany Orange Woodbridge

25 Newton Road, Woodbridge Connecticut 06525

Theresa Lumas ***Phone (203) 397-4813***
Director of Finance and Administration ***Fax (203) 397-4864***
terry.lumas@reg5.k12.ct.us

To: Dr. Charles S. Dumais, Superintendent of Schools

From: Theresa Lumas, Director of Finance and Administration

Re: Award of Contracts of $35,000 of More

Date: June 11, 2018

I recommend the following contracts over $35,000 be awarded by the Amity Board of Education in accordance with the Board's Policy on purchasing procedures:

1. **Cybersecurity Assessment:**

The District went out to bid for an assessment of the security of cyber systems, a digital audit. 21 bids were received. The prices ranged from $2,950 to $ 194,450. 14 of the 21 bids received were under $35,000. The bids are still under review but I am confident we will be entering a contract under the $35,000 threshold requiring Board approval. Once a detailed review is complete and references checked a purchase order will be issued to the selected vendor.

2. **Laptop Devices for 1:1 initiative:**

The District went out to bid for 430 laptops with touch and non-touch screen options. 3 bids were received. The prices ranged from $182,320 to $207,745. After a review of the products, pricing, references and other specifications, Shaun DeRosa, the Director of Technology, has recommended Whalley Computer Associates, Inc. of Southwick, MA at a price of $182,320 over a 3-year lease. Whalley Computer, Inc. is the low bidder. There is $150,000 in 2018-19 budget for 1:1 implementation.

Amity Finance Committee

Move to recommend to the Amity Board of Education…

Amity Board of Education

Move to award…

The lease purchase of laptop devices to Whalley Computer, Inc. of Southwick, MA at a price of $182,320 and have the Director of Finance enter a lease agreement not to exceed $67,952 each year of a three-year period.