

***Minutes have not yet been approved***

**BOARD OF FINANCE  
(Essex Board of Education Budget Presentation)  
Town of Essex  
29 West Avenue  
Essex, CT 06426  
Room A – 7:00 p.m.**

**March 26, 2019**

**MEETING MINUTES**

In attendance: Keith Crehan, Chairman, Campbell Hudson, Vice Chair, Edward Tedeschi, Ethan Goller, Vin Pacileo III, Absent: Mary-Louise Polo

Others in attendance: Norman Needleman, First Selectman  
Kelly Sterner, Finance Director  
James Francis, Treasurer  
Yvonne Roziak, Recording Secretary

Essex Board of Education:

Lon Seidman, Chair, Essex Board of Education  
Don G. Fitton (also member of R4 BOE)  
Loretta McCluskey  
Carolyn Rotella  
Jennifer Tousignant, Principal, Essex Elementary School

R4 Board of Education: Dr. Ruth Levy, Superintendent, Region 4  
Kim Allen, Business Manager, Region 4

Meeting called to order at: 7:09 p.m. by Keith Crehan, Chairman

a. Presentation of the 2019 - 2020 Proposed Essex Board of Education Budget

Lon opened the meeting by indicating he will run through the budget first, they then have a new teacher contract this year to talk about, a few maintenance items, and some special items they would like to finance through this fiscal year's anticipated surplus.

Starting on Page 5 of the Essex Elementary School Proposed budget, Lon reviewed the actual and projected number of students. The current number of students in K-6 is 306.

Lon then moved on to Page 9 – Essex Budget Drivers

**Increases:**

- New.5 para IEP (salary & benefits) - \$20,878
- .1 in Art. 1 in Music, 1 in Instrumental and 1. PE. Recommendation from supervision district was to go below 1. (.1 equals 1/10<sup>th</sup>). - \$33,090
- D.G. Fitton discussed the 3 year teacher contract and year 1 – will come in with an increase of 4.04%, and year 2 - 2.75 and year 3 is 2.25. Including benefits as well as salaries, the resulting net increase will be \$149,623
- Teacher Pension contribution costs of \$31,944 will cover the first year
- Plant Maintenance – we added \$13,055 in plant maintenance over last year
- Capital Reserve (will now be called Capital Sinking Fund) - \$60,000
- Rentals (copiers, technology, postage meter) - \$9,800
- Increased Supervision per ADM - \$201,574

**Reductions:**

- 1.0 FTE Media Special (salary and benefits) – (\$89,990)- *position moved to Supervision budget*
- 1.0 FTE Classroom Teacher Reduction – (\$61,968)
- 1.0 PE teacher reduction – (\$97,558) – *position moved to Supervision budget*
- 1.0 Network Technician Reduction (sal. & bene) – (\$70,545) - *position moved to Supervision budget*
- WC Insurance – (\$6,937)
- SPED Services (*no longer an out of district expense*) – (\$5,709)
- ODD Tuition – (\$73,658)
- Textbooks – (\$2,414)
- Equipment – (15,149)
- Misc. Decreases – (\$4,280)

Lon also indicated that Essex Board of Education recently reduced the price of tuition to compete with other schools.

Lon then distributed an updated Essex Elementary 2019-2020 Town Capital Request (chart attached).

There are 4 high priority items highlighted below – requesting for 2019-2020:

1. Replace 2 sets of doors (music & kindergarten knuckles) – Knuckles are glass areas that separate the halls
2. Upgrade Security camera system
3. Replace 4” and 6” backflow sprinklers
4. Cafeteria tables (8)
5. Upgrade Keri Security card system (could be a sinking fund request)\*\*  
(These items to be paid out of this year’s budget would reduce their surplus currently which is tracking at 58k and these items would total approx. \$20k)
6. Grade 3 furniture and teacher desk

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7. Playground walkway-back top area
8. Gym Floor-poured rubber
9. Gym door
10. Front walkway
11. Safety & security window film (all exterior doorways)

D. G. Fitton commented on the two security items on the list one being the camera system and the security card system. He's been involved with the security studies and recommendations for the last month for all the schools. At EES the visitor process of using a clipboard and box of driver's licenses sitting in a file is no longer working. We need to upgrade to new technology. The new visitor manager system is mostly seen in corporate offices. You scan in your id when you go in, when scanned into the system the system looks for certain items which may trigger an alert and you then get a sticker that is tracked while in the school itself. D.G. discussed the new studies that were involved in coming up with the right security measures needed to be taken with regards to the elementary school.

Vin inquired about the increase (under "Increases") in Employee Benefits of approximately \$255k and Lon and Kim Allen responded that this was based on bad claims experience in the past year.

Keith inquired as to why the cost is so high for the Gym Door, Lon responded it is because it is a room separator door and folds like a bi-fold door on a track.

Lon discussed his regionalization presentation to our State legislature. He started by looking in the state statutes for a definition of what a school district is. There is not such statute and getting one established with the right language is what he and the legislature are leaning towards. Lon's proposal would create legislation tailored to help school districts and municipalities cooperate to share services and resources (for local governments) on their own terms. This being in contrast to recent legislation that would mandate school changes. Ruth Levy, Superintendent, reiterated that by changing the language we could create a program that would not be considered an out to district placement. Multiple students from the three schools would benefit and could potentially save costs (including the out of district placement costs and travel). Several small towns are gaining interest in engaging in cooperative agreements.

- a. Consideration of 2019-2020 Selectmen's Budget, Essex Board of Education Budget and possible approval of budgets to be presented at Public Hearing.

***Motion made by Campbell Hudson, to submit for review and discussion at the April 24<sup>th</sup> Public Hearing the 2019-2020 Board of Selectmen's Budget in the amount of \$8,396,635 and the Essex Board of Education 2019-2020 budget in the amount of \$7,463,976, seconded by Vin Pacileo. Passed unanimously. Motion carried.***

**COMMUNICATIONS AND CORRESPONDENCE:** None

**PUBLIC COMMENT:** None

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**ADJOURNMENT:**

***Keith Crehan made a motion to adjourn the meeting at 8:25 p.m., seconded by Ed Tedeschi. Passed unanimously. Motion carried.***

Respectfully submitted,

Yvonne Roziak  
Recording Secretary