1. Call to Order
Chairman Nugent called the meeting to order at 5:00 pm.

Sean Nugent (SN)
Ed Gauthier (EG)
Tom Turner (TT)
Melissa Lennon (ML) – BoF Liaison
Superintendent Seitsinger (SS)
John Spang (JS) - excused

Staff: Mike House & Vickie Schwery

2. Public Comment
None

3. Approval of Minutes

- A motion was made by EG and seconded by TT to accept the February 7th Regular Meeting minutes as submitted. All in favor; the motion carries.

4. FY20 Workshop:

- Discuss the Special Education business for increasing the part-time Director from 0.5 to 0.6 FTE.
- Discuss Special Education and Secondary Education Budget Materials:
  - Special Education: The discussion focused on fully understanding the SPED tuition materials.
  - Secondary Education: No additional questions were raised on this material.
- We conducted an initial walk-through of the proposed budgets for Plant Operations, Administrative, Utilities/Supplies, Miscellaneous, and IT. The team was asked to review both in more detail prior to the next FC Workshop.
  - Plant Operations: Additional clarification/supporting materials were requested for Refuse Removal, Fertilization/Weed Control, Repairs, and the Scag Mower. We were informed that work is underway to develop a long-term “Plant Operations Strategy Plan”. The FC requested that this be ready to present to the board by May of this year.
  - Administrative: Additional clarification/supporting materials were requested for Legal Services.
  - Utilities/Supplies: For Utilities, the team requested that the BoE have full alignment with the Town’s assumptions and cost basis. The team requested back-up material indicating the school site supplies needs (analogous to the documentation developed for FY19) and that Staff Development and IT backup also be provided in those respective areas.
  - Miscellaneous: Additional clarification/supporting materials were requested for Professional & Technical Services. Discuss regarding our copier/printer strategy led to a request to ensure that our long-term plan is included in the “Technology Strategy Plan” work.
  - IT: Clarity regarding alignment between our Phoenix report and the budget request summary sheet for IT was requested.
• Review updated materials from previous budget workshop meetings:
  JS and SS provided refreshed materials for the teams review which included the rainbow chart, preliminary budget summary, salary & wages, health, and the paraeducator business case.

It was agreed that following further review of the new materials discussed tonight, that the team would hold their initial discussion at finalizing the FY20 budget to propose to the full BoE.

5. Adjournment

A motion was made by EG and seconded by TT to adjourn the meeting at 7:20pm. All in favor; motion carries.

The next FC Budget workshop will be held on February 28th, 2019 beginning at 6 pm at PPMS.

Respectfully submitted,
Sean Nugent