

**WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT  
BOARD FINANCE COMMITTEE MINUTES**



<u>BOE Committee:</u> Dana Krug (Chair) Anthony Fleres	<u>Administration:</u> David Aderhold Larry Shanok Lawrence LoCastro	<u>Guest/Public:</u> Laura Bond
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**August 19, 2014**

The meeting was called to order at 6:30 PM at Central Office. Yu “Taylor” Zhong was absent. Topics covered included:

Review Agenda Items. The Committee supports the agenda. Areas that received discussion at some length: changes orders in support of Village addition construction progress, the helpfulness of Beth Chaim to the request to allow district access of their easement in support of a better sewer connection, and the capital project submission to the State for HS North’s MDF Room Emergency Power. It was noted that the agenda includes action by the transportation department to secure an acceptable quote for the Notre Dame/Lawrenceville nonpublic route.

2013-2014 Audit. Larry LoCastro described the audit progress to date and the anticipated timeline that should lead us to a committee discussion with the auditor in mid-October and board review and acceptance of the Comprehensive Financial Report for submission to the state at the last October board meeting.

Village Addition & Summer Construction Update. Village Addition is taking shape as the contractor pours concrete for the second floor. Near completion are the site storm drainage system and the underground plumbing work. Presently, substantial completion is on schedule and is anticipated for August of 2015.

Summer construction is wrapping up; most are either completed or near completion. Flooring projects in five schools have been completed. The pavement work at High School South is completed. Completion issues still remain on Dutch Neck’s boiler replacement and cafeteria HVAC upgrades; these are being addressed.

SREC Auction Results. The district’s sale of 110 Solar Renewable Energy Certificates last month, netted the district \$16,811.30; \$152.83 for each certificate.

Unemployment Compensation. The figures for the NJ Unemployment Compensation Benefit charges to the district and the district’s unemployment trust fund balance were reviewed for the periods 2009 through 2014. The first half claims for 2014 are at the lowest level in recent years.

Round Four ROD Grants. It was noted that the district received executed agreements for two more Round Four ROD projects. In total, seven of the 12 have now been executed and can be acted upon without risk to state funding. Five remain to be secured.

Direct Install Program at HS South. NJ Clean Energy’s Direct Install agency periodically selects a new contractor to run that program. Each time that new contractor approaches the district with the possibility of funding 70% of HVAC and lighting projects. The most recent contractor was given the opportunity to get the timely approval of the upcoming two CMS air handler projects. They came back and said that they could not respond in less than 4-5 months – by which time the district expects to be out for bids so as to meet the completion requirements for Round Four ROD grant projects.

Among the nominee 2015-16 capital outlay projects is a lighting project at South; this was suggested to the contractor. The contractor indicated that this too would not be eligible.

Meritorious Budget Award (MBA) Submission. Last year's budget was awarded the Association of School Business Officials International MBA. It is the intention of the district to submit the recent 2014-15 budget for consideration. It was noted that only one other New Jersey district has received this award to date.

Aramark Process. The Committee was comfortable with the agenda item appointing Edvocate, Inc., for consulting services and preparation of the Request For Bid process for facilities management services.

Transportation. Bussing information will be posted on Infinite Campus between August 20<sup>th</sup> and 25<sup>th</sup>. For the past several years, distribution of the bus passes in this manner has been successfully done. Contractors are doing the required "dry" runs to insure that they have had a chance to experience the route in advance of the school opening.

2015-2016 Budget. The Committee engaged in a discussion on the district budget goals and the proposed capital projects. Topics touched upon included: tax relief, surplus, capital and maintenance reserves, and capital spending. The Committee noted that the current process is producing sound budgets. Should changes be sought, the need is for early specification of the change and the specific tradeoffs recommended.

Omega – DN Boiler Replacement. The last meeting saw the district terminate the contractor. The bonding company seeks to move the project forward and the district seeks a memorandum of agreement that can lead to successful completion of the project. Our attorney recommends that we suspend the termination as we see what the bonding company gets done. Language is on the agenda to allow this action to proceed.

D.A. Nolt – HSS/WI Roof Replacement. A court date is approaching at the end of September. Our attorney has informed the district that before that date the court will try mediation. The contractor's expert report's conclusions were reviewed as were the district's expert. Then, the three year history of the dollars sought/offered was reviewed. The Committee is comfortable that the district's position on payment need not be adjusted.

The meeting adjourned at 7:45P.M.

**NEXT MEETING: Tuesday, September 16, 2014, 6:30 PM @ Central Office**

Topic for Next Meeting  
Review Agenda Items  
Round Four ROD grants

Future Topics:  
Impact of Recent Legislation  
Policies  
Transportation