

**BOARD OF EDUCATION FINANCE COMMITTEE  
FAIRFIELD PUBLIC SCHOOLS, FAIRFIELD, CT  
December 2, 2020  
501 Kings Highway East  
BOE Conference Room**

**Minutes**

**Call to Order:** The meeting was called to order at 3:06pm by Jennifer Leeper

**Present:** Members: Jennifer Leeper, Christine Vitale, Nick Aysseh  
District Staff: Superintendent Cummings, Doreen Munsell, Angelus Papageorge,  
Dr. Zakia Parrish, Dr. James Zavodjancik

**Approval of Minutes:**

- Approval of October minutes was postponed to next meeting

**Business Items:**

A) Discussion: Covid-related expenses:

Dividers cost added to expenses. To date, \$2.2 million committed to Covid related expenses. Supplemental custodial services is out to bid, all elementary buildings will have 2 additional staff. Mr. Papageorge stated the quote for dividers for the secondary level came in at \$312,752. Mrs. Leeper inquired as to transportation increased costs with new schedule. Ms. Munsell stated the costs should be neutral due to the transportation office's work to keep costs neutral with current hybrid schedule by using tiers.

B) Discussion on Capital Budget:

Capital planning workshop moved to 12/9 due to holiday. Mr. Aysseh asked where we stand on Giant Steps and impact to waterfall. Mr. Papageorge explained all meetings scheduled with town bodies to approve Giant Steps and some final inspections were being done. He continued that the plan is to present the waterfall as it is written now at workshop, but he still plans to work on updating numbers and adding items that he believes should be on there like boilers. Mrs. Vitale noted that contractors, due to Covid, have not been able to get in to the buildings as we had hoped to get us quotes to update numbers.

C) Discussion: Athletic Waterfall Schedule

Mr. Cummings explained that Athletic costs will be included in 21-22 budget when presented to board. He hopes to allocate funds for larger purchases.

D) Update: Non-lapsing Account

Ms. Munsell explained that there are some revisions to the RLA costs related to special ed that will be updated.

E) Update on RFPs for Air Conditioning in schools

Mr. Papageorge stated that RFP's are back and there was a wide range of dollar amounts for the scope of work which ranged from \$60,000 to \$800,000 noting that some proposals included more than others. The idea is for the chosen firm to evaluate all buildings, come up with a plan and then provide pricing estimates. Mrs. Leeper asked some clarifying questions which Mr. Papageorge answered most notably that this is not to perform the work of actually installing AC. It is the work to come up with the plan and pricing which is the first step in the process.

**Superintendent Report:**

Mr. Cummings stated the budget process is moving along. They have already started making cuts. He noted that there are a lot of requests from staff coming in. Some of the drivers are new contracts, book licenses and more. The goal is for the budget to be in place for presentation in coming weeks. Mr. Aysseh asked Mr. Cummings to think about how to best use the committee and not to hesitate. Mr. Aysseh asked Mrs. Vitale if the replacement for Mrs. Leeper would be named soon and she replied yes in the coming weeks. She stated committee requests are out to BOE members and she will begin working on committee assignments.

**Open Committee Comment:** Mr. Aysseh thanked Mrs. Leeper for her service to the board and committee to which Mrs. Vitale echoed.

**Public Comment:** None

**Future Discussion:**

Focus will be on the budget and long range facilities plan

**Adjournment:** Mr. Aysseh made the motion to adjourn, seconded by Mrs. Vitale. The motion passed 3-0 and the meeting ended at 3:50pm.

Respectfully submitted by  
Nick Aysseh  
Committee Member