

SHARON BOARD OF FINANCE  
Draft until approved at the next regular meeting

A regular meeting of the Sharon BOF was held on January 17, 2023 at 6PM at the Sharon Center School. Present were regular members Robertson, Bartram, Flaton and Fowler (6:23); alternates Whelan and Ensign. Also in attendance were invited BOE members Visconti, Cahill, Rathbun and Vance; Superintendent Carter, John Hecht and the secretary.

Chairman Bartram called the meeting to order at 6:01. In his absence, Mr. Duncan designated Mr. Ensign to vote in his place and Mr. Whelan was made a voting member in Mr. O’Kelly’s place.

Mr. Whelan made a motion to adopt the agenda as presented, seconded by Mr. Ensign, with all in favor.

There were no public comments on the agenda items.

Ms. Flaton requested that an amendment be made to the 12.13.2022 minutes: page 2, 2<sup>nd</sup> paragraph, add the word “analysis” after proforma. Ms. Flaton made a motion to adopt the minutes as amended, seconded by Mrs. Robertson, with all in favor.

The Recording Secretary explained that the elevator at Town Hall is out of service, hence meeting tonight at the school due to lack of access. Stan MacMillan, Building Office/Fire Marshal was able to get two proposals from Otis Elevator Company for the repair: one for replacing the pump and hydraulic oil removal = \$43,502; and the other for replacing the whole power unit and hydraulic oil removal = \$57,514.44. Mr. MacMillan recommended the whole new power unit replacement and hydraulic oil removal, which the BOS have approved. It seemed crazy to only replace the pump unit as the motor would probably need replacing in the near future. The estimated time table for the repair was discussed: once the repair is approved, it would take 2-3 weeks for the repair to get started and after completion the State has to do an inspection before the elevator can be used = so best guestimate for completion is the 2<sup>nd</sup> or 3<sup>rd</sup> week in February. In order to get the repair in process, the Treasurer has suggested that rather than having to go to a Town Meeting and as the BOS can increase any line item in the BOS budget by \$20,000 to: increase Line Item 14 e Town Hall Repairs by \$20,000; Line Item 14 h Town Hall Equipment by \$20,000; and Line Item 14 j Town Hall Equipment Contract/Service by \$17,514.44. Mr. Whelan made a motion to approve the proposal for the complete power unit replacement and hydraulic oil removal at a total price of \$57,514.44, seconded by Ms. Flaton, with all in favor. As this is a pressing issue, the Board discussed the quickest way to get the funding available. Mrs. Robertson made a motion that the BOF increase Line Items 14 e, 14 h, and 14 j as suggested by the Treasurer, seconded by Mr. Whelan. In the discussion it was stipulated that in the next budget, the reason for these increases be noted. Vote taken on motion – carried unanimously.

BOE members and Superintendent Carter were present to discuss their 6-Year Capital Building Project Plan and their budget strategy. Enrollment projections will be discussed at the budget meeting.

Budget strategy – Both Mr. Cahill and Ms. Carter emphasized that in order to comply with the MBR (Minimum Budget Requirement) in the 23/24 budget, there probably won’t be any reduction in the total budget at all. Sam Herrick is trying to get more information. Everyone is looking at enrollment and staffing. They are also looking to take the MBR, minus the education portion of the budget and put the balance in the Capital Line Item. With teacher negotiations and insurance increases, the “balance” amount is totally unknown.

6-Year Capital Building Plan – Mr. Cahill reviewed definitions of Capital Expense, Operation Expense and Capital Expense Minimum Threshold. He asked that the BOF look at these and offer any other suggestions they feel necessary. Where to put the Capital Expense amount is yet to be determined: in the BOE or the BOS budget and at what amount. In reviewing the Plan, replacing the flat roof is critical. The estimate is \$723,600. There are leaks into the building and this should be done this coming summer. Mr. Cahill stated that the engineering work for this project will be done within the current budget and then the actual work done in the next budget year – how this will be funded is yet to be determined. The Plan was further reviewed and various topics discussed including the Region utilizing shared costs/services and coordinating projects for all the schools. There was slight discussion on having the BOE commission another complete facility engineering study like the one done in 2016 by Jacunski Humes Architects, LLC. If BOF members have any recommended changes to the Plan or the definitions, let Mr. Bartram know and he will pass them along to Mr. Cahill. Mr. Bartram will talk to George Sinnamon on the possibility of adding a line item in the BOS budget for all town owned building projects. The BOF thanked Ms. Carter and the BOE members for attending this meeting.

With nothing further, Ms. Fowler made a motion to adjourn, seconded by Mrs. Robertson, with all in favor. The meeting was adjourned at 8:05.

Respectfully submitted,

Tina Pitcher, Recording Secretary

NEXT MEETING: FEBRUARY 21 6:30PM – location to be determined