

Bonny Eagle School District

FINANCE-FACILITIES COMMITTEE MEETING MINUTES

Wednesday, June 14, 2023/4:00 p.m.

Central Office Conference Room
94 Main Street, Buxton, ME 04093

Present Lindsay Atkinson
 Erika Creutz
 John Sargent, Finance-Facilities Chair
 Christina Silvestri
 Riley McKinley, Student Representative

Excused: Don Marean

Other: Bill Brockman, Business Manager
 Clay Gleason, Superintendent
 Dawn Pooler, Finance Manager
 Adam Thibodeau, Facilities Director

Meeting Packet link: [Finance-Facilities Meeting Packet 6/14/23](#)

1. Mr. Sargent called the meeting to order at 4:06 p.m.

2. **Public Comments**
 No public comments.

3. **Approval of the previous Finance-Facilities Committee Meeting Minutes**

Moved by Ms. Creutz seconded by Ms. Atkinson:

To approve the minutes of the May 10, 2023 Finance-Facilities Committee meeting minutes as presented.

VOTED: Yes - unanimous

4. **Review of A/P and Payroll Warrants and Financial Reports:**

a. Review of the A/P and Payroll Warrants
 May 2023 warrants [Warrant Summary May 2023](#)

b. The Top 25 Expenditures were reviewed
 May 2023 Top 25 Expenditures: [Top 25 Expenditures May 2023](#)

- Mr. Sargent inquired about the additional security cameras and where would they be going? Ms. Pooler and Mr. Gleason felt that they were replacement cameras for those that may be failing and/or aging out. Mr. Gleason added that Technology was working on obtaining grant funding through COPS Grant to provide for additional security measures. The district has not heard yet if it was awarded any funding through this grant.

c. Financial Report:

Ms. Pooler reviewed the Financial Reports for May 2023: [Financial Report May 2023](#)

- Mr. Brockman noted that the Transportation lines would need some year-end adjustments.

d. Mr. Brockman shared with the committee the Dashboard for the month of May 2023. These can be found within the meeting packet on pages 11 through 15. [Finance-Facilities meeting packet 6/14/23](#)

- There was an issue with the charging of field trips to the transportation lines and adjustments were made to correct this.

e. COVID Funding Update: [Covid Funding Update May 2023](#) Ms. Pooler reviewed the funding update.

5. **Other Finance Discussion Items**

a. Property and Casualty Insurance bid

Ms. Pooler informed the committee that the current provider, Maine School Management Association had been notified last year the district would be going out to bid for Property and Casualty Coverage. The district engaged the services of a broker, Fred C. Church, to obtain bids on behalf of the district.

The broker provided the district a comparison of the current provider's bid (Maine School Management Assoc.) with the best outside bid received which is submitted by Liberty Mutual.

In overall coverage and cost Liberty Mutual came in as the best option for the district. Liberty Mutual projected 2023-2023 cost was \$336,056 and Maine School Management was at \$444,643. Changing providers for the 2023-2024 would provide the district with an overall cost savings of \$108,587.

Moved by Ms. Creutz seconded by Ms. Atkinson:

To recommend to the School Board changing Property and Casualty Insurance provider from MSMA to Liberty Mutual based on recent bid results provided at the 6/14/23 Finance-Facilities Committee meeting.

VOTED: Yes - unanimous

b. Notification of New Workers Comp Experience Mod rate for FY'2024 was shared with the committee and can be viewed on page 22 fir the 6/14/23 meeting packet.

c. Propane School Bus Information:

Mr. Brockman shared an article with the committee and can be viewed on pages 24-26 of the 6/14/23 meeting packet.

6. **Facilities Update**

a. [Facilities Update/Photos](#) - Mr. Thibodeau reviewed the items within the Facilities update: [Facilities Update May 2023](#)

7. **Other Facilities Discussion/Action Items**

a. [Hollis SRRF Project Closeout Update](#):

Final Project amount was \$781,882.80. Actual funds taken from Capital Reserve \$363,810.07 and the amount forgiven from the SRRF Loan is \$418,072.73

b. [Request to Move Propane Refueling Station Costs from General Fund to Capital Reserve Fund \(Subject to Board Approval\)](#):

Mr. Brockman shared with the committee the amounts that will be taken to the Board for their consideration to approve using Capital Reserve funds.as expensed for the Propane Refueling Station.

Paid to date: \$385,343.02

Encumbered expenses: \$190,560.18

Total project cost: \$575,903.20

c. Summary of Year To Date Capital Reserve Adjustments/Expenditures

Mr. Brockman provided the committee an estimate of the fiscal year end for the Capital Reserve on page 32 of the 6/14/23 meeting packet. The estimated balance before Art 9 Transfer is \$1,414,046.82.

8. Adjournment:

Moved by Ms. Creutz; seconded by Ms. Atkinson

To adjourn the meeting at 5:20 p.m.

VOTED: Yes - unanimous