

HAMPTON BOARD OF EDUCATION  
HAMPTON, CT 06247  
FINANCE AND OPERATIONS COMMITTEE  
MEETING MINUTES  
THURSDAY, DECEMBER 14, 2023  
HAMPTON ELEMENTARY SCHOOL MEDIA ROOM/LIBRARY AND ZOOM  
7:00 PM

1. Call to Order  
The meeting was called to order at 7:04. Those in attendance were Mark Becker, Maryellen Donnelly, David Halbach, John Russell and Dr. Samantha Sarli (via phone).
2. Audience for Staff & Citizens  
Dr. Sarli asked for chair and secretary appointments. The committee members agreed that Mark will continue as chair and Maryellen as secretary.  
There was no citizen audience.
3. Review of the November 28, 2023 Minutes  
There were no recommendations for change.
4. Discussion on Classroom Mini Split Project  
Committee members will review the Department of Administrative Services (DAS) HVAC grant application and Chapter 173. Discussion of how to proceed will continue during the January F & O meeting. The requirements for the current DAS grant application cannot be met by the December 31 deadline. The amount of incentive funds from Eversource would be subtracted from the total cost of the project if a DAS grant is awarded.  
Maryellen will ask Rick Adkins if the on-demand domestic hot water project can be done earlier without changing the amount of Eversource incentive funds.  
RFPs will be prepared for the hot water and VFR projects.  
Additional companies to do tank removal and providing a 300 kW generator will be sought.  
Maryellen will continue to ask whether the anticipated energy usage in Action Air's Plainfield project proposal were accurate given the full year of VFR use after installation.
5. 5-Year Plan Topics Including Library Sunroom Repair and Any Other Pressing Issues  
A bid for vent cleaning by Duct and Vent Cleaning of America was accepted at the special board meeting of December 11 and vents will be cleaned over winter break.  
Dr. Sarli will obtain updated quotes on shatter proof glass covering, both tinted and clear.
6. Discussion of 2023/2024 Budget  
The district continues to operate within the current budget.  
Bus contract renewal will be going out to bid.

7. Discussion of 2024/2025 Budget

Dr. Sarli and Business Coordinator Sally Lehoux are using the information that can be obtained at this time to prepare a preliminary budget to be presented to the board in January. Money that was provided to districts during covid will not be available. The increase in insurance costs are not known at this time.

8. Audience for Staff & Citizens

None

9. Review Next Agenda Planning Including Date and Time

The next meeting will be held on Thursday, January 18 at 7 PM in the Hampton Elementary School Media room/Library.

10. Adjournment

The meeting adjourned at 8:28.

Respectfully submitted,

Maryellen Donnelly