

in to help close the books, but will not be doing the ED001. Mr. Blackstone will be doing the ED001.

M. Kortmann asked if the ED001 was used to figure out what percentage we would receive as excess cost. Mr. Blackstone stated he would look into it.

III. Budget Items

a. Oil Projection

Dr. Bernard recognized Mr. Paul Noel. Mr. Noel spoke about his review of the meeting tapes from the last fiscal meeting and his calculations on oil usage and capacity vs. monthly allocation. Mr. Noel handed out a document detailing the amount of oil used by each school and the projections for use throughout the year. He stated that his projections were accurate. Mr. Noel also stated that the oil contract with Dime Oil Company included a restriction on the amount of oil that can be purchased monthly.

Dr. Bernard stated that Mr. Noel would like to go on record that his projections were accurate.

M. Kortmann stated that the current contract does not have this information. She said that perhaps she didn't have the full contract.

Dr. Bernard asked Mr. Noel if he knew about the monthly oil restriction. Mr. Noel answered he spoke with Dime Oil in April and brought it to the attention of the Business Office.

Dr. Bernard asked G. Blackstone to pull the Dime Oil contract for review and check if the limitations are enforceable.

Mr. Noel also stated that we were supposed to be on automatic delivery, but no deliveries were made in September of 2009. Mr. Noel takes weekly readings of the tanks. He stated that we should pursue this with Dime Oil as the tanks could have received the monthly allotment then.

The committee discussed the validity of the restriction on filling the tanks and whether it really was enforceable by Dime Oil. The committee agreed to look into the contract. Mr. Blackstone will review the contract and pursue the question of monthly allocations and non delivery during the fall with Dime Oil.

M. Malcolm said he was frustrated during the last meeting because the committee was erroneously led to believe Mr. Noel's monthly projections were incorrect. He offered an apology to Mr. Noel for believing the information that the committee was supplied and noted that he can only make decisions based on the information that he and the committee are given. In this case, the information that Ms. Holmes provided to the Superintendent in advance of the meeting was incorrect and unfortunately Mr. Noel was told not to attend the meeting, making it impossible for him to correct the error made by Ms. Holmes in the Business Office.

M. Kortmann stated in previous years, we were already over the contracted amount by the end of the year, and so would not have run into this issue before.

Dr. Bernard thanked Mr. Noel for his detailed analysis and his time this evening to clarify and explain his calculations.

b. Unemployment

M. Kortmann discussed the unemployment bills. She asked if anyone knew if the extension for unemployment benefits was signed yet. No one knew for sure if it was signed. Dr. Bernard asked G. Blackstone to check with Ms. Baumgartner on the number of weeks allowed in the State of CT for unemployment.

Dr. Bernard stated between resignations and staff changes she was able to find a half dozen positions for people who were laid off.

c. Grants

M. Kortmann stated that 7108 should be zero and it has \$181.00. The 7115 grant should also not have any money left and it is reading \$3432.00. G. Blackstone agreed that the money should have been spent. He said he was not sure if he could do anything about it.

M. Kortmann asked if the money could be journeled. G. Blackstone stated he would look into it.

d. Food Service Profit/Loss Statement for May 2010

The committee discussed the food service spreadsheet and noticed that June is not on the spreadsheet.

Dr. Bernard noted that a compressor was not purchased. She stated Ms. Pratt gave her a wish list and the compressor was third on the list. The first item on the list was a walk in freezer. M. Kortmann stated that funds for the walk in freezer would not come from the regular education budget.

M. Kortmann stated there was some confusion on the spreadsheet. She asked if Mr. Blackstone could review and possibly revamp the spreadsheet; what she really wants is a true picture of what the cash is and a true “profit and loss” statement. Dr. Bernard told Mr. Blackstone that there were three leads to speak with on food service, Ms. Holmes, Ms. Pratt and Ms. Bauer with the town. Mr. Blackstone stated he would pull out the information from the report. M. Malcolm stated that Ms. Pratt inherited the spreadsheet and she did her best to work with it. M. Malcolm stated there is confusion on how and where the unearned revenue sits on the report. He wonders when the pre-paid should show as a liability. At what point in time is it recognized as revenue?

Mr. Blackstone stated he will review the spreadsheet and figure it out.

e. Items for next meeting

M. Kortmann stated the committee will discuss close out issues at the next meeting on 8/12/2010. She would also like to add a review of the policy for usage fees.

M. Kortmann wondered which number the town used for excess cost reimbursement for special education transportation for their 2010-11 budget. She wondered if they used 70% or 100%. She could not tell from the CT website what rate the state was going to reimburse. Mr. Blackstone stated he would find out.

IV. Adjournment

MOTION: To adjourn the meeting

By: M. Malcolm

Seconded: M. Kortmann

Result: Motion to adjourn at 7:32 p.m.

Respectfully submitted,

Terri Lessard, Subcommittee Clerk

Approved: August 12, 2010