



## **Budget & Finance Subcommittee Special Meeting**

Monday, November 15, 2021 5:30 PM

Board Meeting Room  
Administrative Offices  
137 B Glenwood Road  
Clinton, CT 06413

Attendance Taken at 5:33 PM.

Erica Gelven: Present

Jason Adler: Present

Michael Hornyak: Present

### **1. Opening Exercises**

#### **A. Roll call**

Also present were Superintendent O'Donnell, Assistant Superintendent Famiglietti, and Business Manager Carolyn Dickey.

#### **B. Pledge of Allegiance**

All participants stood and recited the Pledge of Allegiance.

### **2. Review of Budget Calendar & Timeline**

Superintendent O'Donnell gave an overview of the agenda for the evening. She also gave a summary of a conversation she had with Town Manager Karl Kilduff regarding preparations for the municipal and Board of Education budget proposals. The subcommittee reviewed the draft Board of Education budget timeline. Superintendent O'Donnell provided additional details on the timeline and meetings with administrators regarding their proposals.

### **3. Review of Budget Assumptions & Drivers**

Superintendent O'Donnell stated that staffing considerations for the 2022-2023 school year would be discussed further in a personnel subcommittee meeting. Business Manager Dickey described the large accounts that impact the budget preparations. She described the property and liability insurance premiums, including cyber security premiums. A 10-15% increase placeholder is being recommended by the district's insurance broker. C. Dickey continued to describe the workers' compensation projections. She also spoke about medical insurance projections. Additional information about health insurance costs will be forthcoming in February and then May. C. Dickey described the Athletic Insurance line in the budget and related coverage. C. Dickey described a change in pension liabilities and an expected decrease of \$100,000 in that line item due to strong investment gains in the pension account. She next discussed anticipated transportation costs for both in-district, out-of-district, special education, and athletics. She also described factors such as fuel costs and changes in the number of buses needed that would affect transportation costs. She discussed utility cost projections that are affected by rate changes, winter weather, and irrigation needs. She stated that there is a projected increase in the electricity costs resulting from an

approved rate increase for the third quarter of the year. M.O'Donnell stated that she would provide more information in January regarding out-of-district special education costs. M. Famiglietti discussed the anticipated need for funding to pilot literacy/reading programs in response to the recent right-to-read legislation and a need to budget for materials related to the state legislation requirements.

#### **4. Discussion re: Town Council Budget Guidance**

Superintendent O'Donnell distributed and reviewed the Clinton Long-Range Financial Forecast presentation created by Town Manager Karl Kilduff. She stated that the town manager is working toward a total combined budget increase of 3.5%.

#### **5. General Discussion**

Superintendent O'Donnell asked the subcommittee to consider any additional questions they would have regarding the upcoming budget process. J. Adler stated his concern regarding the impending cessation of federal grant funding related to the pandemic and any impact on staffing or programming. M. O'Donnell affirmed the concern and stated that the district has allocated funds in a way to address the concern, but would need to monitor the grant and future impacts.

#### **6. Adjournment**

Meeting adjourned at 6:41 pm

Respectfully submitted by M. Famiglietti