

Holmdel Township Board of Education
Budget & Finance Committee Notes
Monday, April 27, 2011

Attending: Board Members Collins, Garrity and Sockol; Administrators Duncan, Mikos and Petrizzo.
Absent: Pascucci.

1. District Projects:
 - a. VS Roof – based on preliminary projections, funds are available to complete this project this summer. The work to be done is consistent with possible future use of solar panels.
 - b. IH Chiller Modification – assuming the budget passes, preliminary projections are that we may have funds to complete this project this summer.
 - c. Roggy Press Box – although funding availability is not certain, we will get quotes to replace the old structure.
2. Solar Energy Shared Service Opportunity: After review, the administration recommends a power purchase agreement as the best vehicle for pursuing solar power. This will result in reduced energy rates as well as making the provider responsible for all capital outlay (i.e. infrastructure), maintenance costs, and liability insurance. The Township is interested in entering into a shared service with the district. A further meeting with the Township is planned in the near future.
3. Food Service RFP: Since Chartwells is nearing the end of their five year contract, the district was legally obligated, under state purchasing laws, to solicit Request for Proposals (RFP). Mr. Gerichter, our food service consultant, developed the RFP and the district formally advertised requesting proposals. Chartwells was the only vendor to submit a proposal, while Aramark and Metz submitted ‘no bid’ responses. Chartwells proposal commits to a surplus of \$125K in the 2011-12 year. The committee recommends awarding the contract to Chartwells based on their proposal.
4. Professional Service Renewals: Our professionals have served each of the past two years with no rate increase. Some special services consultants (OT/ PT, Speech, etc.), auditors and district physician have requested a 2% increase. Our attorneys, architect and insurance brokers are willing to take a 0 increase. Countywide statistics indicate we are getting good value for our money. The committee recommends approval. The committee discussed instituting a performance evaluation process. Our administration will investigate what instruments might be available for that purpose.
5. 2010-11 B&F Committee Annual Report: The committee reviewed the draft report. The items will be reordered a bit. The committee recommends approval.
6. Other Matters:
2011 MCIA – The 2005 MCIA lease/purchase agreement was retired this year, freeing \$500K. The plan is to limit our next year purchases to an equivalent amount. Expected

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purchases are primarily instructional technology items plus some security-related equipment.

Next Meeting: TBD

Respectfully submitted,
Barbara Garrity
Chair