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**FINANCE/FACILITY COMMITTEE  
TRANSPORTATION COMMITTEE**

**Minutes**

**Board Office Conference Room**

**Tuesday, February 21, 2017**

**9:00 am**

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**In attendance;** Dr. Varley, Mr. Csatlos, Mr. Infantolino, Mr. Ritrivi and Mrs. Crimi

**Note;** Committee met on 2/13 and 2/17 with entire administration to review proposed FY18 budget in detail.

**FINANCE**

- January 2017 Financials - Mr. Csatlos reviewed financials. Mr. Ritrivi commented on month to month level of transactions and cash flow. Mr. Csatlos stated cash flow revenue is generally consistent however expenditures is not, especially in the month of August.
- FY18 Budget
  - Recapped meetings on Monday 2/13 and Friday 2/17 Budget review with administration.
  - SEMI Program Waiver - Mr. Csatlos explained the program and the waiver process as a function of the budget cycle. The district has consistently been at/below 25% participation threshold.
  - Budget Revenue Tax Impact - Mr. Csatlos stated awaiting the Governor's address and release of state aid. Consensus is no increase in state aid for FY18. District qualified for additional tax levy increase of .81% or \$137,000.
  - Final Appropriations - to be reviewed and cut tomorrow during administrative council. Budget excess appropriations approx. \$89,000.
  - Special Meeting Adoption of Tentative Budget - meeting will be needed ahead of regular meeting in march to satisfy the statutory deadline of March 20th.
- NJSIG - Risk Mgt. Performance Reward - Mr. Csatlos reviewed the program and stated the district met its goal in FY16 and has been awarded \$1,000.00.

## **FACILITIES**

- Brooklake MPR Roof - Mr. Infantolino updated committee that Flex Inc., under warranty, inspected and repaired two small perforations of the roof membrane. No issues reported since procedure.
- RMS Auditorium Duct - Mr. Infantolino stated in addressing Mr. Csatlos' findings the duct has been inspected and needs repair, estimate from ESC of NJ vendor is approx. \$4,100.00
- Department Vehicle(s) - Mr. Infantolino explained loss of one vehicle in department. FY18 budget item will be cut and made this year pending remaining funding.
- Summer Custodial Program - Mr. Infantolino explained the program. Program offers summer employment to high school and college students. Mrs. Crimi suggested greater community awareness of program.

## **TRANSPORTATION**

- Complaint/Compliment Log - The committee reviewed the log. No issues raised.
- Misconduct Log - The committee reviewed the log. Concerns were raised regarding effective consequences and discipline for repeat offenders.
- Parental Contract - Mr. Csatlos stated the parent has completed one step since the last meeting however one process is still outstanding in order to submit documents to the County office.
- Borough needs - Dr. Varley stated the Borough is in need of service for Seniors in the community. Mr. Csatlos will reach out to Borough administration to review.