

Long Range Planning Committee
Meeting Minutes
January 5, 2010

The meeting was called to order at 6:35PM.

In attendance were Susan Viccaro, Ron Melnik, Kerrie Flanagan, Bill Currin, Joe Ochterski, and Merrill Adams.

1. S. Viccaro suggested that the Board adopt a policy related to managing capital expenditures to mitigate significant fluctuations in D13 capital expenditures going forward. She will discuss with Policy Committee and the Board.
2. The committee reviewed proposed updates to the long range plan including completion of the school building projects using funds originally bonded for the building project and released following completion of the construction audit completed by the state.
3. Also discussed was the age/condition of existing oil tanks, the replacement of the Korn School oil tank and the need to development a replacement plan for the remaining tanks installed in 1989 at Memorial and Brewster.
4. The committee reviewed the 3 year Source and Use of Funds Schedule from 2008/09 through 2010/11.
5. Ron Melnik distributed the current debt service schedule for review.
6. The committee discussed the need to update the 5 year capital schedule and agreed upon the following:
 - a. K. Flanagan to work with R. Melnik to revise existing plan based on current information.
 - b. S. Viccaro will insure that Administrator capital requests have been submitted to Rob Francis.
 - c. S. Viccaro will insure that the Strategic Planning teams identify both capital and expense items associated with the final Strategic Plan.
 - d. R. Melnik will work with Rich Fielding to include 5-year capital requirements for school security.
7. The Committee discussed revisions to the 5-year plan based on the fact that a 5-year lease has been signed for the bus depot.
8. K. Flanagan will work with R. Melnik to develop a schedule to provide a longer-term review of athletic expenses.
9. The Capital Plan will be revised based on the status of the current wells/athletic field improvements.