

**These minutes are subject to approval at the next BOF meeting**

**TOWN OF WESTBROOK  
BOARD OF FINANCE SPECIAL MEETING  
WEDNESDAY, MARCH 10, 2021 5:30PM  
Via Zoom**

The Westbrook Board of Finance Special Meeting was held on Wednesday, March 10, 2021 at 5:30pm by Zoom videoconference. In attendance were Chairman Gary Gavigan, Tony Cozza, Paul Winch, Jim Dahl, Chris Ehlert and Kate Gilstad-Hayden. Also in attendance were Noel Bishop, First Selectman, Donna Castracane, Director of Finance, Carol Hess, Finance, Kelley Frazier, Clerk, Kristina Martineau, Westbrook Schools Superintendent, Lesley Wysocki, Westbrook Schools Business Manager Zack Hayden, BOE Chair and Board Members Christine Kuehlewind, Don Perreault, Kim Walker, Mary Ella Luft and Michelle Brigham.

**CALL TO ORDER**

The meeting was called to order by Mr. Gavigan at 5:32pm.

**FY20-21 Capital Appropriation – Board of Education**

Dr. Martineau discussed the appropriation of \$265,000 for supplies for projects to be completed during the summer. This appropriation will allow for supplies for the HVAC project be ordered and delivered before budget approval due to delay in materials being available. This will come from the BOE reserve account. The Board of Selectmen approved this appropriation.

Upon a motion made by Tony Cozza and seconded by Chris Ehlert the Westbrook Board of Finance unanimously **VOTED** to appropriate \$265,000 to the Board of Education from their capital reserve account.

**Capital Plan Update FY 2022-2026**

Dr. Martineau discussed the plan for facility updates for upcoming years. A roof replacement will be done for the high school and the middle school. Timing will be discussed in the future for the roofing projects and when they will occur.

Upon a motion made by Gary Gavigan and seconded by Tony Cozza the Westbrook Board of Finance unanimously **VOTED** to delay any additional funding for the BOE Capital Plan until the approval of all town Capital Projects on March 31, 2021.

**BUDGET PRESENTATION-BOE OPERATING BUDGET**

Dr. Martineau introduced Zack Hayden, BOE Chair, who presented the Westbrook Board of Education budget. Dr. Martineau discussed enrollment and staffing needs. She also gave an overview of expenditures.

The Board had various questions for clarification which Dr. Martineau was able to answer.

Upon a motion made by Kate Gilstad-Hayden and seconded by Tony Cozza the Westbrook Board of Finance unanimously **VOTED** to approve a budget of \$18,512,328 for the Westbrook Board of Education for Fiscal Year 21-22 conditionally on the final vote of the Town Operating Budget.

**OTHER BUSINESS**

The next meeting is March 17, 2021.

The bonding process was discussed.

**PUBLIC COMMENT**

No Comment

**ADJOURNMENT**

On motion duly made and seconded, the Board of Finance unanimously **VOTED** to adjourn at 6:52pm.

Respectfully Submitted,

Kelley S. Frazier, Board of Finance Clerk