

# MINUTES OF SPECIAL MEETING

March 16, 2021

AT 7:00 P.M. Held Electronically via Remote Access

PRESENT: John Conklin, David Dreifus, Michael Frangipane, Timothy Gillen, Tricia Schels (logged in at 7:04 P.M.), Brianne Zicarelli, Sheila Frayko, Vice President, Robert Jones, President

ABSENT: Francis Brunke

12 Members of the Public

The Board President opened the meeting at 7:00 P.M., with the Flag Salute and Pledge of Allegiance, which was followed by the following statement:

"This meeting is being conducted in compliance with the "Open Public Meeting Act-Chapter 231-Public Laws of 1975". Advance written notice of at least 48 hours was given specifying the time, date, and to the extent known, the agenda and stating whether formal action may or may not be taken and has been properly posted at the school, mailed to the Clerk/Administrator, mailed to the New Jersey Herald and the Sunday Herald and the Star Ledger."

## PRESENTATION

No Presentation.

## CORRESPONDENCE

No correspondence was received from the public.

## OPEN TO THE PUBLIC

*At this time, members of the public are invited to address the Board. Please note that public comments on the agenda items will be made in accordance with Policy 0167 – Public Presentation at Board Meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please state your name and address before making your statement to the Board.*

# MINUTES OF SPECIAL MEETING

March 16, 2021

On motion by Mr. Conklin, seconded by Mr. Gillen, and carried unanimously by voice vote, opened the meeting to the public for comment at 7:03 P.M.

No one addressed the Board.

On motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by voice vote, closed the meeting to the public for comment at 7:03 P.M.

## COMMITTEE REPORTS

State & County School Boards – Mr. Conklin had no report.

Sussex County Educational Services Commission – Mr. Jones reported that the Sussex County Educational Services Commission had a budget meeting recently.

Liaison with the Hamburg Borough Council – Mrs. Frayko reported that the Hamburg Borough Council had a budget meeting and that the Borough hired three new police officers.

Building & Grounds – Mr. Gillen had no report.

Education & Policy – No Report

Negotiations & Personnel – No Report.

## Finance Committee –

Mrs. Sigman discussed the proposed FY 2021-22 Budget stating that the current staffing positions are accounted for in the proposed budget. Mr. Dreifus, Chairperson of the Finance Committee, said that the committee (Mr. Frangipane, Mr. Dreifus, Mr. Gillen and Mr. Jones) met on Wednesday 10 March 2021 to review the proposed FY 2021-22 Budget in detail. Various Board members commented positively on the proposed FY 2021-22 Budget as presented. The Board Secretary reviewed some of the budgetary items (short falls), that could be a problem in the funding of future budgets as follows:

- The use of \$791,574 of surplus to fund the FY 2021-22 Budget.
- The reduction of State Aid in the amount \$152,106 for FY 2021-22.
- The anticipated FY 2021-22 Charter School tuition of \$673,000 for 28 Hamburg students.

# MINUTES OF SPECIAL MEETING

**March 16, 2021**

The Board Secretary reviewed some of the financial highlights of the proposed FY 2020-21 budget, stating the proposed budget is increasing the General Fund tax levy by 2% over the prior year's levy. Additionally, the proposed FY 2021-22 Budget is appropriating Capital Reserve monies to fund the replacement of the telephone/intercom system; replacement of the camera system; a boiler upgrade and; the replacement of the sidewalks and stairs by the preschool playground. The proposed 2021 tax impact is a 6.9 cents increase per \$100 of assessed value.

**OPEN TO THE PUBLIC – on the proposed FY 2020-21 budget**

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by voice vote, opened the meeting to the public for comment at 7:29 P.M.

No one addressed the Board.

On motion by Mr. Conklin, seconded by Mrs. Frayko, and carried unanimously by voice vote, closed the meeting to the public for comment at 7:29 P.M.

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, adopted the resolution to submit the proposed FY 2021-22 budget to the Executive County Superintendent as depicted on [DOCUMENT A] with one change to advertise the Budget on April 22, 2021 in the New Jersey Herald.

**OLD BUSINESS – No old business.**

**NEW BUSINESS – No new business.**

## **BOARD SECRETARY'S REPORT**

The Board Secretary reported that the website for the filing of the School Ethics/Financial Disclosure Statements is now available and the directions were delivered to the Board and emailed. The School Ethics Commission filing process (format) is new for this year's filing

# MINUTES OF SPECIAL MEETING

March 16, 2021

On motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, approved the FY 2021-22 Workshop, Meetings & Travel Budgets and the Professional Service, Athletic & Activity Budgets as depicted on [DOCUMENT B]. [Note: These items were lifted from the proposed FY 2021-22 budget].

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, adopted the following:

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF HAMBURG IN THE COUNTY OF SUSSEX, NEW JERSEY as follows:**

1. The Board President, the Superintendent of Schools, the Business Administrator/Board Secretary, Parette Somjen Architects (the "Project Architect"), McManimon, Scotland & Baumann, LLC ("Bond Counsel") and other appropriate representatives of the Board (the "Board Representatives") are hereby authorized to submit the educational plans and the schematic plans for the school facilities project consisting of renovations, alterations and various infrastructure improvements at the Hamburg School, including acquisition and installation of furnishings and equipment and site work (the "Project"), hereby approved in the forms prepared by the Project Architect, together with such other information as may be required, to the State Department of Education for approval and to make application to the Commissioner of Education for approval of the educational plans, the schematic plans and the Project and, if necessary, any required amendment to the long-range facilities plan, in accordance with the requirements of the Educational Facilities Construction and Financing Act, N.J.S.A. 18A:7G-1 *et seq.* (P.L. 2000, Ch. 72, effective July 18, 2000, as amended and supplemented) (the "Act") and N.J.A.C. 6A:26-2.1(f), 6A:26-2.3, 6A:26-3.1, 6A:26-3.2 and 6A:26-3.11, as applicable. The Board will request debt service aid for eligible project costs.
2. The Board Representatives are hereby further authorized and directed to submit the schematic plans and any other required information to the Planning Board and, if necessary, to the New Jersey Department of Environmental Protection and to any other appropriate agency for review and comment.
3. The Project Architect has heretofore and is hereby authorized and delegated the responsibility to prepare the plans and specifications for the Project in consultation with and under the supervision of the Business Administrator/Board Secretary, who has heretofore and is hereby delegated the responsibility to work with the Project Architect for this purpose on

# MINUTES OF SPECIAL MEETING

March 16, 2021

behalf of the Board, and such authorizations and delegations are hereby reconfirmed and ratified, all in accordance with the requirements of N.J.S.A. 18A:18A-16.

4. The reference to officers of this school district herein includes any interim, acting or successor officer holding that position.
5. The Board Representatives are hereby authorized to take all steps necessary to implement this resolution and to provide any required notice in a timely manner to prepare for a special school district election.

## SUPERINTENDENT'S REPORT

On motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion, approved the following co-curricular positions:

Barry Douglass	Athletic Coordinator	\$427.80 [pro-rated]
Suzanne Williamson	Head Track Coach	\$1463.00
Dorothy Smalley	Assistant Head Track	\$900.00

On motion by Mrs. Frayko, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion, rescinded the contract with Brian Bobrowski noted as "Head of Building & Grounds/Head Custodian" which was Board approved on 26 January 2021 [signed on 29 January 2021].

On motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried by the following roll call vote, as per the Superintendent's recommendation, after some discussion, approved Brian Bobrowski as Building & Grounds Supervisor effective 29 March 2021 through 30 June 2021 at \$75,000 [pro-rated]. This position will carry health benefits. [Note: The contract is the same contract that the Board approved except the job title has changed].

On motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried by the following roll call vote, per the Superintendent's recommendation, after some discussion, amended the 2020-2021 Hamburg School calendar to reflect two [2] snow days [December 17 and February 1] thus making the last day of school Thursday, June 17, 2021.

# MINUTES OF SPECIAL MEETING

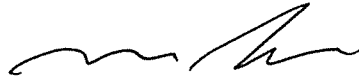
March 16, 2021

## EXECUTIVE SESSION

No Executive Session.

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by voice vote, that the Board adjourned the meeting at 7:45 P.M.

Respectfully submitted,



William Sabo  
Interim Business Administrator/  
Board Secretary