

**WESTPORT BOARD OF EDUCATION SPECIAL MEETING**

**MINUTES**

**Board Members Present:**

Jeannie Smith      Acting Chair  
Elaine Whitney\*    Secretary  
Mark Mathias\*  
Karen Kleine  
Vik Muktavaram\*  
Candice Savin

**Administrators Present:**

Colleen Palmer      Superintendent of Schools  
Elio Longo          Chief Financial Officer  
Tina Mannarino     Asst. Supt., Pupil Personnel Services  
John Bayers         Director of Human Resources

\*Participated by phone.

Note: Mark Mathias was present in person until 6:13 p.m. and participated by phone for the remainder of the meeting.

**PUBLIC CALL TO ORDER:** 5:02 p.m., Town Hall Rooms 307/309

**DISCUSSION/ACTION:**

Discussion and possible vote on the resolution to support the solar structures designated to be installed at Staples High School, Bedford Middle School, and Coleytown Elementary School as outlined in RFP 18-Westport-PV

**Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Westport Board of Education approves the solar installation project described in RFP 18-Westport-PV, subject to Board of Education approval of exact design and specification of each solar installation, with the exception of the one rooftop solar installation of Staples High School, for which authorization of the approval of exact design and specification is hereby delegated to the Superintendent of Schools and Chief Financial Officer in consultation with the Board.**

- MOTION:** Candice Savin
- SECOND:** Jeannie Smith
- RESULT:** Passed Unanimously
- VOTE:** 6-0 (vote taken by roll call for members participating by phone)

Discussion and possible vote on a modified request to the Board of Finance for unexpended funds from FY 18 to be deposited in the Carryover Account

**Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education requests the Board of Finance to approve a deposit of \$250,000 in unexpended funds from the Board of Education’s FY 2017-2018 Operating Budget into the Board of Education’s Carryover**

**Account, per the Memorandum of Understanding between the Board of Education and the Board of Finance dated August 31, 2015.**

**Be It Further Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education returns to the Town of Westport a total of \$275,541, said amount comprised of \$151,205 in unexpended funds from the Board of Education's FY 2017-2018 Operating Budget, and an additional \$124,336 in recently unencumbered unexpended funds from the Board of Education's Operating Budget from two prior fiscal years.**

**MOTION:** Jeannie Smith  
**SECOND:** Candice Savin  
**RESULT:** Passed Unanimously  
**VOTE:** 6-0 (vote taken by roll call for members participating by phone)

**ADJOURNMENT:** Jeannie Smith moved to adjourn at 6:43 p.m; seconded by Karen Kleine and passed unanimously.

Respectfully submitted,

Elaine Whitney, Secretary  
(Minutes written by Lisa Marriott)