

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Finance Committee Meeting Minutes: Monday, August 19, 2019 5 PM**

3 Assembly Room, Career Development Center

4 RGB members present: Leon Johnson, Fran Kinney, Leon Johnson, Ken Sweirad and Rickey
5 Harrington

6 CDC represented by: Michael Lawler, Superintendent/Director; and Meg Honsinger, Assistant
7 Director

8 Recorder: Sandra Redding, Administrative Assistant to the Superintendent
9

10 Meeting began with Supt. Lawler handing out an up-to-date list of CDC vehicles with spec
11 information, (included). He shared with this committee the effort made in the past several months
12 to purchase a used school bus for the CDC. After much thought and research, it is very clear that
13 a better way to go would be the purchase of a new vehicle. This, of course, would require the
14 approval of additional funds for the purchase. After much discussion, the committee decided to
15 recommend the expenditure of up to \$65,000. for a new school bus. Several conditions would be
16 included, such as undercoating, warranties, must be road ready with appropriate Vermont school
17 bus safety requirements. This will be brought up for discussion/approval at the full board meeting
18 tonight.
19

20 Supt. Lawler mentioned all the work that is done by our Auto Program Instructor, Tom Haskins, to
21 keep our fleet of vehicles up and running. Without his tireless efforts, it would cost the district a
22 great deal of money to keep all our vehicles in working order. We have several older vehicles as
23 well as newer models and all are in the best shape possible for our students and programs.
24

25 Lawler shared that our newest acquisition, which will be used for the CDL certification program,
26 has been retro-fitted for our needs. Program instructors and students are very excited about as
27 they prepare for the upcoming course work.
28

29 Capital improvements for the CDC campus were discussed. The front entryway to the CDC
30 building is in some disrepair and needs attention. Determining the best course of action is the
31 next step as work will need to be done soon. We may need a survey of the area to help in the
32 decision process as to whether repair or re-build entirely. Cost is always a factor as well as
33 safety.
34

35 There are several entry doors that need work or replacing. The frames are rotting out with age
36 and salt use. We are looking at accomplishing this in the next 2-3 years.

- 37 • Forestry
- 38 • Daycare
- 39 • Culinary
- 40 • Assembly Room

41 Supt. Lawler feels we need a 5 year plan to keep the building in decent shape and prevent any
42 further decline. He will work with the facilities and finance committees to set a plan in motion.
43

44 Lawler informed the committee that there are several programs in the works and in conjunction
45 with adult education for the future. Drivers Education is somewhat complicated to establish per
46 Vermont regulations, but we continue to search for in-roads.
47

48 Meeting adjourned at 5:55PM.
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