

**Belmont School Committee Minutes**  
**November 5, 2019**  
**Conference Room of the School Administration Building**

**SC Members Present:** Ms. Susan Burgess-Cox, Chair  
Ms. Andrea Prestwich, Secretary (until 9:15 AM)  
Ms. Catherine Bowen  
Ms. Amy Checkoway  
Mr. Michael Crowley  
Mr. Anthony DiCologero, Director of Finance  
Mr. John Phelan, School Superintendent

**BMHSBC Members Present:** Ms. M. Patricia Brusch & Bill Lovalo (until 8:20 AM)

**WC Members @ 8:20:** Mr. Jack Weis, Ms. Anne Helgen, Mr. Paul Rickter, Mr. Geoffrey Lubien

**Town Administration:** Ms. Patrice Garvin (until 8:20) & Mr. Jon Marshall

**1. Call to Order**

The meeting was called to order at 8:03 AM.

**2. Approval of BMHSBC Proprietary Bid List**

Bill Lovalo, Chair of the Belmont Middle and High School Building Committee (BMHSBC) presented a list of proprietary specifications for the School Committee (SC) to authorize the BMHSBC to utilize. Proprietary specifications are descriptions of materials that cite a specific brand name or are written so restrictively that only one vendor or manufacturer can supply the item. The law requires such specifications to only be used for sound reasons in the public interest. A governmental body must document the reasons for using the specifications in writing. Chair Lovalo presented a list of proprietary specifications along with reasons for each. The primary reasons included the limited availability of the items or the inability to substitute such items. The approval does not bind the committee to purchasing the proprietary items.

Upon a motion by Michael Crowley, seconded by Andrea Prestwich, the School Committee voted unanimously to approve the proprietary specifications presented by Mr. Lovalo.

### 3. FY21 Budget Discussion

Members of the Warrant Committee Education Subcommittee joined the School Committee in a discussion on the FY21 budget including the use of circuit breaker funds that the school department has accrued to accommodate FY21 budgetary constraints facing the town. The school department currently has a balance of \$2.6 million in circuit breaker funds. The school department and committee agree that a significant amount of those funds can be spent down to offset FY21 budget requests. The group discussed the increasing enrollment demands and related staffing needs. The group engaged in an extensive discussion regarding these funds, other line items and revolving accounts to discuss ways in which the schools can move forward in FY21 despite projected budgetary constraints.

### 4. Adjourn

The meeting adjourned at 9:55 AM.

Respectfully submitted by



Susan Burgess-Cox