

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF FINANCE

The Board of Finance held their regular meeting on Thursday, June 27, 2013 in the Council chambers at the Municipal Center, 3 Primrose Street, Newtown, CT. Chairman John Kortze called the meeting to order at 7:30pm.

Present: John Kortze, Joseph Kearney, Carol Walsh, James Gaston, jr.  
Absent: Harry Waterbury, Richard Oparowski

**Also Present:** First Selectman Pat Llodra, Director of Park and Recreation Amy Mangold, Chairman of the Parks & Recreation Commission Ed Marks, Bob Merola, two members of the press

**Voter Participation: None**

**Communications:** Mr. Kearney questioned if local firms would be able to participate in the construction of the new school. Mrs. Llodra explained that this is a project unlike anything we have done. Typically in a project, once you hire the construction management firm, the firm is responsible for product and are liable. However, it could be put into the spec.

**Minutes:** Mr. Kearney moved to accept the minutes of June 10, 2013. Mr. Gaston seconded, motion unanimously accepted.

**First Selectman's Report:** Interviews for A/E (architect and engineer) and CM (construction manager) for the Sandy Hook School project will take place on July 16, 17, 22 and 23. They would like 2 members of the Board of Finance and 2 members of the Legislative Council to be part of the interviews.

Mr. Kortze questioned the issue of safety. At the last meeting Mr. Tait illustrated the 3.3 staff for security. The .3 is in a different grant that has not been approved and the other positions are in the COPS grant that is moving forward. There are short, mid and long term plans. Short term plan is to use certified officers on the force drawing from overtime assigning them to the schools. The reason that is short term, is because they will not know until August or September about the COPS grant. If that comes through, they still need to go through the process and decide if that is what they want to do. There is something with the State Police that allows retired police officers to serve in schools. They are armed but they cannot arrest anyone.

**Finance Director's Report:** None

**UNFINISHED BUSINESS**

*Policy on depositing unexpended education funds to the Capital/Non-Recurring Fund* – Not discussed

*Board of Education Reserve Fund Statute* – Not discussed

*Board of Education Monthly Financial Report, May 31, 2013* – Not discussed

## NEW BUSINESS

### Discussion and possible action:

Mr. Kearney moved A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$500,000 FOR ARTIFICIAL TURF REPLACEMENT AT TREADWELL FIELD AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-2014 TO 2018-2019, INCLUSIVE) AND AUTHORIZING THE USE OF THE PARKS & RECREATION SURCHARGE FUND TO FINANCE THIS APPROPRIATION. Mr. Gaston seconded. Ed Marks explained that the surcharge money from the users will pay for the turf. This should be installed at Treadwell by early fall. All in favor

Mr. Kearny moved A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$300,000 FOR INSTALLATION OF LIGHTS AT HIGH SCHOOL BACK FIELD AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-2014 TO 2018-2019, INCLUSIVE) AND AUTHORIZING THE USE OF THE PARKS & RECREATION SURCHARGE FUND TO FINANCE THIS APPROPRIATION. Mr. Gaston seconded. All in favor.

Mr. Kearney moved A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$250,000 FOR REMEDIATION AND DEMOLITION OF DANBURY HALL LOCATED ON THE FAIRFIELD HILLS CAMPUS IN THE TOWN OF NEWTOWN, CONNECTICUT AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-14 TO 2017-2018, INCLUSIVE) AND AUTHORIZING THE ISSUANCE OF \$250,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE Mr. Gaston seconded. Full reading of the resolution was waved. This is going to be supplemented by the \$50,000 EPA grant. The balance will be used to remediate the white houses and demo. All in favor.

Mr. Kearney moved to add the following resolution to the agenda. Mrs. Walsh seconded. All in favor.

Mr. Kearney moved A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$750,000 FOR PRECONSTRUCTION AND DESIGN PROFESSIONAL SERVICES FOR THE NEW SANDY HOOK ELEMENTARY SCHOOL AND AUTHORIZING THE USE OF AN INITIAL GRANT IN AID (TO MUNIIPALITES), UNDER THE STATE'S URBAN ACT PROGRAM TO FINANCE THIS APPROPRIATION. Mrs. Walsh seconded. All in favor.

*Announcements* – Richard Oparowski and James Gaston Jr. are both resigning from the Board of Finance. Richard Oparowski will be moving out of town, and James Gaston Jr. will be attending Columbia in the fall. John Kortze thanked them for their services.

Having no further business, the meeting was adjourned at 7:56pm

Arlene Miles, Clerk Pro-Tem

*Attachment A* - BOE Financial Report

*Attachment B* – Special appropriation in the amount of \$500,000 for artificial turf replacement and \$300,000 for installation of lights at high school back field

*Attachment C* – Special appropriation in the amount of \$250,000 for remediation and demolition of Danbury Hall

*Attachment D* – Special appropriation in the amount of \$750,000 for preconstruction and design of Sandy Hook School

**NEWTOWN BOARD OF EDUCATION  
MONTHLY FINANCIAL REPORT  
May 31, 2013**

**SUMMARY**

This eleventh report for the fiscal year 2012-13 includes a number of changes from the prior month.

We have spent \$6.5M for operations in the month of May; \$5.2M for salaries (there were three pay periods in May) and the balance of \$1.3M for all other expenses necessary for operations. All object categories have been offset by the balance of the excess cost grant which was received and deposited by the end of the month.

All the main object accounts remain in a positive balance position for this month (indicated by the shading in column eight) before the recommended transfers.

Approximately \$230k has been expensed to the SERV grant during this month. This entry formalizes the previous credit estimates we were relying on to balance the budget.

The spending restriction instituted last month is where the expected balances come from which produce a positive balance. This overall balance is expected to be recommended for building hardening projects.

There are limited transfer recommendations this month to help cover the tuition shortage.

This report projects a year-end balance of approximately \$110,000.

**EXPENSE CATEGORY CONDITIONS**

**100 SALARIES**

The total salary budget balance is consistent with last months, and the anticipated shortage has declined by about \$21,000 in certified salaries and \$25,000 in the non-certified salary accounts. The former comes primarily from the lack of time to complete program development work.

**200 EMPLOYEE BENEFITS**

The balance in employee benefits has decreased by approximately \$11,000 due to a greater utilization of our EAP (Employee Assistance Plan).

### **300 PROFESSIONAL SERVICES**

Expenses in this Object are expected to be significantly less due to the budget restrictions and a reduction in staff training expenses. A big part of this is also because the more immediate needs took precedence over many of the planned training activities. The balance in this group of accounts is about \$64,000 less than last month.

### **400 PURCHASED PROPERTY SERVICES**

This group of accounts includes the emergency repair account (HOM generator) which is a big portion of the shortage along with rentals for the Municipal building which is exceeding the budget because of added operating expenses. Equipment repair throughout the schools are estimated at \$30,000 less this month. Overall this group of expenses is about \$10,000 more than last month.

### **500 OTHER PURCHASED SERVICES**

This account includes tuition which is the main driver in the shortage evident here. The shortage has declined by \$140,000 due to the receipt and deposit of the excess cost grant. The transportation balance is increasing by \$10,000 due to a credit received from All Star for the two school days that we are not having. There is a transfer in of \$80,000 from various supply accounts to help mitigate the tuition costs.

### **600 SUPPLIES**

This account has a number of positive balances and includes approximately \$136k from the spending restriction. The balance has increased by \$72,000; \$9,000 in natural gas, declining prices, \$7,000 in electricity with \$22,000 coming from plant supplies and, another \$36,000 from Instructional and general supplies.

Recommendation to transfer \$20,000 from plant supplies, \$34,000 from electricity and \$26,000 from natural gas totaling \$80,000 to tuition is made via this report.

### **700 PROPERTY**

Current estimates continue to be on track with no change.

## **800 MISCELLANEOUS**

Current estimates continue to be on track with no change.

Overall, the spending restrictions are responsible for producing the major balances included herein.

## **900 REVENUES**

Final receipts booked in May are from the Spring pay to play participation fees. We have met our target for these school generated fees.

The budget will continue to be carefully monitored and any subsequent issues or opportunities will be presented as necessary.

Attached as a supplement, is a summary of our donation account balances for the same period.

On a related matter, were working to wrap up the extra expenses portion of our claim with CIRMA as it pertains to the move of Sandy Hook School to Chalk Hill. We met today and agreed that all final expenses will be submitted by the end of July. The estimate for 'out of pocket' expenses at this time is approximately \$754,400. As of today we have been reimbursed \$683,885.93 from our carrier. Attached is a summary of this activity.

The building restoration component of the claim will be dealt with during our final submission.

Ron Bienkowski  
Director of Business  
June 14, 2013

## TERMS AND DEFINITIONS

The Newtown Board of Education's Monthly Financial Report provides summary financial information in the following areas:

- Object Code – a service or commodity obtained as the result of a specific expenditure defined by eight (of the nine) categories: Salaries, Employee Benefits, Professional Services, Purchased Property Services, Other Purchased Services, Supplies, Property and Miscellaneous.
- Expense Category – further defines the type of expense by Object Code
- Approved Budget – indicates a town approved financial plan used by the school district to achieve its goals and objectives.
- Current Budget – adjusts the Approved Budget calculating adjustments (+ or -) to the identified object codes via transfers.
- Year-To-Date Expended – indicates the actual amount of cumulative expenditures processed by the school district through the month-end date indicated on the monthly budget summary report.
- Encumber – indicates approved financial obligations of the school district as a result of employee salary contracts, purchasing agreements, purchase orders, or other identified obligations not processed for payment by the date indicated on the monthly budget summary report.
- Balance – calculates object code account balances subtracting expenditures and encumbrances from the current budget amount indicating accounts with unobligated balances or anticipated deficits.

The monthly budget summary report also provides financial information on the following:

Excess Cost Grant – this State of Connecticut reimbursement grant is used to support local school districts for education costs of identified special education students whose annual education costs meet or exceed local education tuition rates by 4 ½. Students placed by the Department of Child and Family Services (DCF) are reimbursed after the school district has meet the initial local education tuition rates. School districts report these costs annually in December and March of each fiscal year. State of Connecticut grant calculations are determined by reimbursing eligible costs (60%-100%) based on the SDE grant allocation. Current year detail changes will be forthcoming in future report narratives

Magnet Transportation Grant – provides reimbursement of \$1,300 for local students attending approved magnet school programs.

These reimbursement grants/programs are used to supplement local school district budget programs.

The last portion of the monthly budget summary reports school generated revenue fees that are anticipated revenue to the Town of Newtown. Fees include:

- High school fees for three identified program with the highest amount of fees anticipated from the high school sports participation fees,
- Building related fees for the use of the high school pool facility, and
- Miscellaneous fees.

Providing current financial information to the Board of Education is essential in order to remain within the allotted budget while maintaining a financial spending plan that meets the mission and goals of Newtown Board of Education.

NEWTOWN BOARD OF EDUCATION  
 BUDGET SUMMARY REPORT  
 FOR THE MONTH ENDING MAY 31, 2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
100	SALARIES	\$ 42,849,552	\$ 44,136,246	\$ (311,411)	\$ -	\$ 43,824,835	\$ 36,590,001	\$ 7,182,103	\$ 52,732	\$ 36,825	\$ 15,907
200	EMPLOYEE BENEFITS	\$ 10,386,515	\$ 10,425,010	\$ (25,000)	\$ -	\$ 10,400,010	\$ 10,089,283	\$ 39,946	\$ 270,782	\$ 251,426	\$ 19,355
300	PROFESSIONAL SERVICES	\$ 839,913	\$ 732,105	\$ 237,938	\$ -	\$ 970,043	\$ 715,330	\$ 167,971	\$ 86,742	\$ 74,795	\$ 11,947
400	PURCHASED PROPERTY SERV.	\$ 1,920,448	\$ 1,787,285	\$ 4,800	\$ -	\$ 1,792,085	\$ 1,505,498	\$ 183,070	\$ 103,517	\$ 160,473	\$ (56,956)
500	OTHER PURCHASED SERVICES	\$ 6,908,882	\$ 6,299,500	\$ 128,574	\$ 80,000	\$ 6,508,074	\$ 5,283,769	\$ 922,210	\$ 302,095	\$ 305,347	\$ (3,252)
600	SUPPLIES	\$ 4,540,810	\$ 4,701,512	\$ (43,954)	\$ (80,000)	\$ 4,577,558	\$ 3,608,441	\$ 425,001	\$ 544,116	\$ 426,225	\$ 117,891
700	PROPERTY	\$ 435,685	\$ 209,375	\$ -	\$ -	\$ 209,375	\$ 206,569	\$ 667	\$ 2,139	\$ -	\$ 2,139
800	MISCELLANEOUS	\$ 59,336	\$ 64,761	\$ 9,053	\$ -	\$ 73,814	\$ 70,508	\$ 232	\$ 3,074	\$ -	\$ 3,074
<b>TOTAL GENERAL FUND BUDGET</b>		\$ 67,941,140	\$ 68,355,794	\$ -	\$ -	\$ 68,355,794	\$ 58,069,399	\$ 8,921,198	\$ 1,365,197	\$ 1,255,091	\$ 110,105
<b>GRAND TOTAL</b>		\$ 67,941,140	\$ 68,355,794	\$ -	\$ -	\$ 68,355,794	\$ 58,069,399	\$ 8,921,198	\$ 1,365,197	\$ 1,255,091	\$ 110,105
Excess Cost Grant Reimbursement Offset		Budgeted \$	1,252,159	75.00%	\$	1,260,449	\$ 1,260,449	72.26%	Balance Due \$		
Town Capital & Non-recurring Account (Tech & Projects)		\$	200,000	\$ -	\$ -	200,000	\$ 103,579	\$ -	\$ 96,421	\$ 96,421	\$ -
Net Projected Balance											\$ 110,105

**NEWTOWN BOARD OF EDUCATION**  
**BUDGET SUMMARY REPORT**  
 FOR THE MONTH ENDING MAY 31, 2013

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<b>100</b>	<b>SALARIES</b>										
	Administrative Salaries	\$ 2,841,719	\$ 2,837,501	\$ 61,811	\$ -	\$ 2,899,312	\$ 2,635,061	\$ 310,131	\$ (45,881)	\$ (30,929)	\$ (14,952)
	Teachers & Specialists Salaries	\$ 29,587,529	\$ 30,496,134	\$ (310,104)	\$ -	\$ 30,186,030	\$ 24,378,392	\$ 5,808,390	\$ (752)	\$ 59,571	\$ (60,323)
	Early Retirement	\$ 16,000	\$ 16,000	\$ -	\$ -	\$ 16,000	\$ 16,000	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ 72,611	\$ 81,787	\$ (6,200)	\$ -	\$ 75,587	\$ 68,293	\$ 7,089	\$ 205	\$ -	\$ 205
	Homebound & Tutors Salaries	\$ 249,480	\$ 170,998	\$ 4,954	\$ -	\$ 175,952	\$ 211,996	\$ 23,308	\$ (59,352)	\$ 17,376	\$ (76,728)
	Certified Substitutes	\$ 599,171	\$ 586,650	\$ 31,065	\$ -	\$ 617,715	\$ 527,948	\$ 29,790	\$ 59,977	\$ 29,000	\$ 30,977
	Coaching/Activities	\$ 539,589	\$ 541,749	\$ -	\$ -	\$ 541,749	\$ 535,078	\$ -	\$ 6,671	\$ (604)	\$ 7,275
	Staff & Program Development	\$ 139,517	\$ 195,857	\$ (50,000)	\$ -	\$ 145,857	\$ 67,773	\$ 45,414	\$ 32,670	\$ (19,432)	\$ 52,102
	<b>CERTIFIED SALARIES</b>	\$ 34,045,617	\$ 34,926,676	\$ (268,474)	\$ -	\$ 34,658,202	\$ 28,440,542	\$ 6,224,124	\$ (6,463)	\$ 54,982	\$ (61,445)
	Supervisors/Technology Salaries	\$ 600,021	\$ 609,577	\$ 1,782	\$ -	\$ 611,359	\$ 559,935	\$ 52,151	\$ (727)	\$ -	\$ (727)
	Clerical & Secretarial salaries	\$ 1,954,405	\$ 1,942,502	\$ 4,168	\$ -	\$ 1,946,670	\$ 1,713,962	\$ 205,892	\$ 26,817	\$ 10,500	\$ 16,317
	Educational Assistants	\$ 1,733,935	\$ 1,824,359	\$ -	\$ -	\$ 1,824,359	\$ 1,598,939	\$ 232,819	\$ (7,399)	\$ (19,256)	\$ 11,857
	Nurses & Medical advisors	\$ 580,246	\$ 680,221	\$ -	\$ -	\$ 680,221	\$ 591,567	\$ 72,291	\$ 16,362	\$ (3,950)	\$ 20,312
	Custodial & Maint Salaries	\$ 2,686,968	\$ 2,822,289	\$ (30,000)	\$ -	\$ 2,792,289	\$ 2,493,224	\$ 265,905	\$ 33,159	\$ 1,000	\$ 32,159
	Bus Drivers salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ 101,389	\$ 101,256	\$ 7,090	\$ -	\$ 108,346	\$ 102,435	\$ 6,379	\$ (469)	\$ 204	\$ (673)
	Special Education Svcs Salaries	\$ 682,289	\$ 760,852	\$ (38,066)	\$ -	\$ 722,786	\$ 578,841	\$ 81,829	\$ 62,116	\$ 11,000	\$ 51,116
	Attendance & Security Salaries	\$ 140,940	\$ 146,750	\$ 2,089	\$ -	\$ 148,839	\$ 161,317	\$ 40,603	\$ (53,081)	\$ (34,744)	\$ (18,337)
	Extra Work - Non-Cert	\$ 71,886	\$ 68,401	\$ -	\$ -	\$ 68,401	\$ 71,853	\$ 110	\$ (3,562)	\$ 1,779	\$ (5,341)
	Custodial & Maint. Overtime	\$ 210,183	\$ 210,363	\$ 10,000	\$ -	\$ 220,363	\$ 224,006	\$ -	\$ (3,643)	\$ 25,000	\$ (28,643)
	Civic activities/Park & Rec	\$ 41,673	\$ 43,000	\$ -	\$ -	\$ 43,000	\$ 53,379	\$ -	\$ (10,379)	\$ (9,690)	\$ (689)
	<b>NON-CERTIFIED SALARIES</b>	\$ 8,803,935	\$ 9,209,570	\$ (42,937)	\$ -	\$ 9,166,633	\$ 8,149,459	\$ 957,979	\$ 59,195	\$ (18,157)	\$ 77,352
	<b>SUBTOTAL SALARIES</b>	\$ 42,849,552	\$ 44,136,246	\$ (311,411)	\$ -	\$ 43,824,835	\$ 36,590,001	\$ 7,182,103	\$ 52,732	\$ 36,825	\$ 15,907

**NEWTOWN BOARD OF EDUCATION**  
**BUDGET SUMMARY REPORT**  
 FOR THE MONTH ENDING MAY 31, 2013

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<b>200</b>	<b>EMPLOYEE BENEFITS</b>										
	Medical & Dental Expenses	\$ 8,039,444	\$ 7,933,343	\$ (15,000)	\$ 7,918,343	\$ 7,885,919	\$ 25,370	\$ 7,054	\$ 7,542	\$ (488)	
	Life Insurance	\$ 82,766	\$ 84,270	-	\$ 84,270	\$ 76,612	-	\$ 7,658	\$ 6,993	\$ 665	
	FICA & Medicare	\$ 1,257,494	\$ 1,357,597	-	\$ 1,357,597	\$ 1,130,496	-	\$ 227,101	\$ 209,101	\$ 18,000	
	Pensions	\$ 439,834	\$ 475,318	-	\$ 475,318	\$ 469,864	\$ 7,076	\$ (1,622)	\$ 10,290	\$ (11,912)	
	Unemployment & Employee Assist.	\$ 120,616	\$ 128,120	\$ (34,000)	\$ 94,120	\$ 56,336	\$ 7,500	\$ 30,284	\$ 17,500	\$ 12,784	
	Workers Compensation	\$ 446,361	\$ 446,362	\$ 24,000	\$ 470,362	\$ 470,055	-	\$ 307	\$ -	\$ 307	
	<b>SUBTOTAL EMPLOYEE BENEFITS</b>	\$ 10,386,515	\$ 10,425,010	\$ (25,000)	\$ 10,400,010	\$ 10,089,283	\$ 39,946	\$ 270,782	\$ 251,426	\$ 19,355	
<b>300</b>	<b>PROFESSIONAL SERVICES</b>										
	Professional Services	\$ 634,759	\$ 490,240	\$ 241,638	\$ 731,878	\$ 596,952	\$ 136,174	\$ (1,247)	\$ 67,795	\$ (69,042)	
	Professional Educational Ser.	\$ 205,154	\$ 241,865	\$ (3,700)	\$ 238,165	\$ 118,379	\$ 31,797	\$ 87,989	\$ 7,000	\$ 80,989	
	<b>SUBTOTAL PROFESSIONAL SVCS</b>	\$ 839,913	\$ 732,105	\$ 237,938	\$ 970,043	\$ 715,330	\$ 167,971	\$ 86,742	\$ 74,795	\$ 11,947	
<b>400</b>	<b>PURCHASED PROPERTY SVCS</b>										
	Buildings & Grounds Services	\$ 651,996	\$ 671,800	-	\$ 671,800	\$ 545,705	\$ 84,521	\$ 41,574	\$ 25,216	\$ 16,358	
	Utility Services - Water & Sewer	\$ 106,310	\$ 116,600	-	\$ 116,600	\$ 82,907	\$ 5,611	\$ 28,082	\$ 29,000	\$ (918)	
	Building, Site & Emergency Repairs	\$ 463,765	\$ 460,850	-	\$ 460,850	\$ 419,874	\$ 46,037	\$ (5,061)	\$ 78,643	\$ (83,704)	
	Equipment Repairs	\$ 213,556	\$ 252,403	-	\$ 252,403	\$ 171,313	\$ 24,674	\$ 56,417	\$ 25,614	\$ 30,803	
	Rentals - Building & Equipment	\$ 274,884	\$ 285,632	\$ 4,800	\$ 290,432	\$ 285,698	\$ 22,228	\$ (17,494)	\$ 2,000	\$ (19,494)	
	Building & Site Maintenance	\$ 209,937	\$ -	-	\$ -	\$ -	-	\$ -	\$ -	\$ -	
	<b>SUBTOTAL PUR. PROPERTY SER.</b>	\$ 1,920,448	\$ 1,787,285	\$ 4,800	\$ 1,792,085	\$ 1,505,498	\$ 183,070	\$ 103,517	\$ 160,473	\$ (56,956)	

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<b>500</b>	<b>OTHER PURCHASED SERVICES</b>										
	Contracted Services	\$ 374,023	\$ 408,667	\$ (8,940)	\$ 399,727	\$ 282,705	\$ 81,499	\$ 35,523	\$ 19,364	\$ 16,159	
	Transportation Services	\$ 4,443,994	\$ 3,819,431	\$ (155,000)	\$ 3,664,431	\$ 2,830,554	\$ 509,910	\$ 323,967	\$ 268,967	\$ 55,000	
	Insurance - Property & Liability	\$ 336,943	\$ 291,066	\$ -	\$ 291,066	\$ 289,689	\$ -	\$ 1,377	\$ 1,070	\$ 307	
	Communications	\$ 112,883	\$ 127,369	\$ -	\$ 127,369	\$ 102,533	\$ 25,166	\$ (330)	\$ (5,000)	\$ 4,670	
	Printing Services	\$ 51,981	\$ 50,697	\$ (4,800)	\$ 45,897	\$ 20,345	\$ 13,564	\$ 11,988	\$ 1,000	\$ 10,988	
	Tuition - Out of District	\$ 1,364,044	\$ 1,392,548	\$ 299,000	\$ 1,771,548	\$ 1,599,915	\$ 284,163	\$ (112,530)	\$ 12,588	\$ (125,118)	
	Student Travel & Staff Mileage	\$ 225,014	\$ 209,722	\$ (1,686)	\$ 208,036	\$ 158,028	\$ 7,908	\$ 42,100	\$ 7,358	\$ 34,742	
	<b>SUBTOTAL OTHER PURCHASED SERVICES</b>	\$ 6,908,882	\$ 6,299,500	\$ 128,574	\$ 80,000	\$ 5,283,769	\$ 922,210	\$ 302,095	\$ 305,347	\$ (3,252)	
<b>600</b>	<b>SUPPLIES</b>										
	Instructional & Library Supplies	\$ 991,852	\$ 1,002,246	\$ 5,046	\$ 1,007,292	\$ 804,082	\$ 91,829	\$ 111,381	\$ 21,000	\$ 90,381	
	Software, Medical & Office Sup.	\$ 231,715	\$ 165,988	\$ -	\$ 165,988	\$ 97,767	\$ 42,810	\$ 25,411	\$ 5,000	\$ 20,411	
	Plant Supplies	\$ 361,207	\$ 361,100	\$ -	\$ (20,000)	\$ 341,100	\$ 292,155	\$ 20,878	\$ 28,067	\$ 6,067	
	Electric	\$ 1,371,748	\$ 1,442,763	\$ (25,000)	\$ 1,383,763	\$ 1,113,470	\$ 2,218	\$ 268,075	\$ 267,000	\$ 1,075	
	Propane & Natural Gas	\$ 311,240	\$ 358,287	\$ (24,000)	\$ 308,287	\$ 269,062	\$ -	\$ 39,225	\$ 39,225	\$ (0)	
	Fuel Oil	\$ 557,923	\$ 617,123	\$ -	\$ 617,123	\$ 532,585	\$ 87,885	\$ (3,347)	\$ -	\$ (3,347)	
	Fuel For Vehicles & Equip.	\$ 480,240	\$ 565,019	\$ -	\$ 565,019	\$ 393,715	\$ 167,373	\$ 3,931	\$ 2,000	\$ 1,931	
	Textbooks	\$ 234,884	\$ 188,986	\$ -	\$ 188,986	\$ 105,603	\$ 12,008	\$ 71,375	\$ 70,000	\$ 1,375	
	<b>SUBTOTAL SUPPLIES</b>	\$ 4,540,810	\$ 4,701,512	\$ (43,954)	\$ (80,000)	\$ 4,577,558	\$ 425,001	\$ 544,116	\$ 426,225	\$ 117,891	

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<b>700</b>	<b>PROPERTY</b>										
	Capital Improvements (Sewers)	\$ 124,177	\$ 124,177	-	\$ -	\$ 124,177	\$ 124,177	-	\$ 0	\$ 0	\$ 0
	Technology Equipment	\$ 264,535	\$ 51,602	-	\$ -	\$ 51,602	\$ 51,286	667	\$ (351)	\$ -	\$ (351)
	Other Equipment	\$ 46,973	\$ 33,596	-	\$ -	\$ 33,596	\$ 31,106	-	\$ 2,490	\$ -	\$ 2,490
	<b>SUBTOTAL PROPERTY</b>	\$ 435,685	\$ 209,375	-	\$ -	\$ 209,375	\$ 206,569	667	\$ 2,139	\$ -	\$ 2,139
<b>800</b>	<b>MISCELLANEOUS</b>										
	Memberships	\$ 59,336	\$ 64,761	9,053	\$ -	\$ 73,814	\$ 70,508	232	\$ 3,074	\$ -	\$ 3,074
	<b>SUBTOTAL MISCELLANEOUS</b>	\$ 59,336	\$ 64,761	9,053	\$ -	\$ 73,814	\$ 70,508	232	\$ 3,074	\$ -	\$ 3,074
	<b>TOTAL LOCAL BUDGET</b>	\$ 67,941,140	\$ 68,355,794	-	\$ -	\$ 68,355,794	\$ 58,069,399	8,921,198	\$ 1,365,197	\$ 1,255,091	\$ 110,105

**NEWTOWN BOARD OF EDUCATION  
BUDGET SUMMARY REPORT  
FOR THE MONTH ENDING MAY 31, 2013**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	2012-13	
												APPROVED BUDGET	RECEIVED
	<u>SCHOOL GENERATED FEES</u>	<u>RECEIVED 2011 - 2012</u>											
	HIGH SCHOOL FEES												
	NURTURY PROGRAM	\$8,000				\$8,000	\$8,000		\$0.00				100.00%
	PARKING PERMITS	\$20,000				\$20,000	\$20,000		\$0.00				100.00%
	PAY FOR PARTICIPATION IN SPORTS	\$84,800				\$84,800	\$84,800		\$0.00				100.00%
		\$112,800				\$112,800	\$112,800		\$0.00				100.00%
	<u>BUILDING RELATED FEES</u>												
	ENERGY - ELECTRICITY	\$626				\$313	\$0.00		\$313.00				0.00%
	HIGH SCHOOL POOL - OUTSIDE USAG	\$400				\$500	\$1,100.00		(\$600.00)				220.00%
		\$1,026				\$813	\$1,100.00		(\$287.00)				135.30%
	MISCELLANEOUS FEES	\$77				\$150	\$86.50		\$63.50				57.67%
	<u>TOTAL SCHOOL GENERATED FEES</u>	<u>\$113,903</u>				<u>\$113,763</u>	<u>\$113,986.50</u>		<u>(\$223.50)</u>				<u>100.20%</u>

## CASH DONATIONS SINCE 12/14/2012

<u>DESC</u>	<u>DEPOSITS</u>	<u>EXPENDED</u>	<u>5/31/13 BALANCE</u>	<u>ENC.</u>	<u>AVAILABLE</u>
<b><u>BOARD OF EDUCATION</u></b>					
<b><u>DISTRICT</u></b>					
GENERAL DONATIONS	\$29,114.43		\$29,114.43		\$29,114.43
MUSIC DEPT.	\$9,500.00		\$9,500.00		\$9,500.00
BOOKS	\$1,500.00		\$1,500.00		\$1,500.00
COFFEE FUND	\$20.00	\$20.00	\$0.00		\$0.00
FLOWERS	\$51.00		\$51.00 ✓		\$51.00
SCHOOL LIBRARY	\$450.60		\$450.60		\$450.60
CULTURAL ARTS EVENT	\$1,400.00		\$1,400.00		\$1,400.00
STAMPS FOR PEN PAL PROJECT	\$10.00		\$10.00		\$10.00
BUTTERFLY BUSHES	\$50.00		\$50.00		\$50.00
TEACHERS	\$250.00		\$250.00		\$250.00
	<u>\$42,346.03</u>	<u>\$20.00</u>	<u>\$42,326.03</u>	<u>\$0.00</u>	<u>\$42,326.03</u>
<b><u>SANDY HOOK</u></b>					
GENERAL DONATIONS	\$40,474.54	\$10,565.00 <sup>1</sup>	\$29,909.54		\$29,909.54
S.H. MUSIC	\$155.00		\$155.00		\$155.00
S.H. PHYSICAL ED.	\$15,132.70	\$2,129.10 <sup>2</sup>	\$13,003.60		\$13,003.60
S.H. CELEBRATION OF LIFE	\$500.00		\$500.00		\$500.00
S.H. LIBRARY MEDIA	\$12,461.16		\$12,461.16		\$12,461.16
S.H. TEACHERS	\$900.00		\$900.00		\$900.00
S.H. HEALTH OFFICE	\$500.00		\$500.00	\$359.99 <sup>3</sup>	\$140.01
S.H. REBUILD/NEW SCHOOL	\$251.00		\$251.00		\$251.00
S.H. REPAIRS	\$1,000.00		\$1,000.00		\$1,000.00
S.H. PLAYGROUND/MEMORIAL	\$650.00		\$650.00		\$650.00
	<u>\$72,024.40</u>	<u>\$12,694.10</u>	<u>\$59,330.30</u>	<u>\$359.99</u>	<u>\$58,970.31</u>
<b><u>TECHNOLOGY</u></b>					
SECURITY SUPPORT	\$25,000.00	\$25,000.00 <sup>4</sup>	\$0.00		\$0.00
<b>TOTAL BOARD OF EDUCATION</b>	<u>\$139,370.43</u>	<u>\$37,714.10</u>	<u>\$101,656.33</u>	<u>\$359.99</u>	<u>\$101,296.34</u>

<sup>1</sup> DONATIONS FROM W.B. MASON EMPLOYEES USED TO PAY W.B. MASON FOR PART OF \$30,000 STORAGE UNIT PURCHASE

<sup>2</sup> PURCHASE OF VARIOUS PHYSICAL EDUCATION SUPPLIES AND EQUIPMENT

<sup>3</sup> PURCHASE ORDER FOR RECOVERY COUCH FOR NURSE'S OFFICE

<sup>4</sup> PART OF DELL SERVER DONATION OFFSET

### **SANDY HOOK SPECIAL REVENUE FUND (TOWN FUND)**

SANDY HOOK SCHOOL	\$125,604.50	\$125,604.50	\$125,000.00 *	\$604.50
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DONATIONS MADE PAYABLE TO THE TOWN OF NEWTOWN FOR THE SANDY HOOK SCHOOL - INCLUDED IN THE TOWN'S ESTABLISHED SANDY HOOK SPECIAL REVENUE FUND.

\* \$60,000 FOR FACILITATOR AND \$65,000 FOR PRE-CONSTRUCTION SERVICES.

<b>TOTAL ALL CASH DONATIONS</b>	<u>\$264,974.93</u>	<u>\$37,714.10</u>	<u>\$227,260.83</u>	<u>\$125,359.99</u>	<u>\$101,900.84</u>
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**Insurance Claim Summary****DRAFT**

	Claim #1 (12/15 - 3/3) Submitted: 3/4/13	Claim #2 (3/4 - 4/26) Submitted: 5/8/13	Claim #3 (4/27 - 5/29) Submitted: 5/29/13	Claim #4 (5/29 - 6/30) Submitted: / /
<b>Additional Expense</b>				
<b>Employee Costs (NBOE)</b>				
Custodial Temp	\$452.13	\$0.00		
Secretarial	\$0.00	\$9,825.48	\$5,060.60	
Ed. Assistants	\$0.00	\$2,125.42		\$3,325.00
IT & Security	\$0.00	\$0.00		
Custodial	\$80,266.95	\$7,877.00		
<b>Building Preparation</b>	\$168,218.93	\$75,631.04	\$32,666.93 (1)	\$23,825.00
<b>Utilities</b>				
Oil	\$74,089.35	\$24,303.86		
Electricity			\$11,950.15 (2)	
Gas, Sewer & Water				\$1,613.38 (3)
Other Services				
<b>Transportation</b>				
Added time				\$20,588.70
Additional bus runs		\$5,220.75		\$3,624.00 (3)
Added fuel		\$7,570.95		\$7,538.40 (4)
<b>Lunch Interruption</b>	\$11,526.00			
<b>Monroe Charges</b>				
Administrative Salaries	\$12,365.81		-\$11,220.73 *	
Secretarial Salaries	\$3,585.39		\$0.00	
Custodial Salaries	\$21,941.96			
IT Salaries	\$3,266.29		\$0.00	
Monroe Electric	\$49,772.96			
Water Monitoring			\$1,557.00	\$1,557.00 (4)
<b>Monroe subtotal, claim #1 \$90,932.41</b>				
<b>Building Restoration</b>				
Contents - Claim #1	\$18,654.00	\$5,414.58		
Contents - Claim #2				
<b>Total Claim Submission</b>	<b>\$444,139.77</b>	<b>\$137,969.08</b>	<b>\$40,013.95</b>	<b>\$62,071.48</b>
<b>Town Submission</b>				
Security Fencing	\$19,025.00			
Security Alarms	\$11,087.50			
Security Alarms	\$3,340.00			
Security Key	\$84.00			
On Site Guard - thru 3/25/13	\$38,137.08			
<b>Total Town Submissions</b>	<b>\$71,673.58</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Insurance Discrepancies</b>				
Destroyed Content (Ins. Adj)	\$159.14			
Schmidt's (Ins. adjustment)	\$539.61			
Rehab of Structure (Ins. adj)	-\$650.00			
Signs & Misc Hardware (Ins. adj.)	-\$1,516.56			
Miscellaneous	-\$0.36			
<b>Cumulative Claim Total</b>	<b>\$514,345.18</b>	<b>\$652,314.26</b>	<b>\$692,328.21</b>	<b>\$754,399.69</b>
Less Insurance Payments (cumulative)	-\$100,000.00	-\$350,000.00	-\$350,000.00	-\$683,885.93
<b>Out-of-Pocket (cumulative)</b>	<b>\$414,345.18</b>	<b>\$302,314.26</b>	<b>\$342,328.21</b>	<b>\$70,513.76</b>

(1) See summary sheet "Chalk Hill School - Claim #3" and copies of individual invoiced expenses

(2) See "Utilities Comp - SHS &amp; CHS"

(3) Partial estimate

(4) Full estimate

\* Removed administrative salaries of \$12,365.81, awarded SERV grant. Balance for administrative secretary, \$1,145.08 (not submitted on SERV)

6/14/2013

TOWN HALL SOUTH  
3 MAIN STREET  
NEWTOWN, CT 06470  
TEL. (203) 270-4340  
FAX (203) 270-4333  
www.newtown-ct.gov



AMY E. W. MANGOLD  
DIRECTOR

## TOWN OF NEWTOWN

### PARKS AND RECREATION DEPARTMENT

[www.newtown-ct.gov](http://www.newtown-ct.gov)

To: John Kortze

Date: June 21, 2013

From: Amy Mangold

RE: Resolution for Special Appropriation for Treadwell artificial turf replacement and High School back field lights.

RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$500,000 FOR ARTIFICIAL TURF REPLACEMENT AT TREADWELL FIELD AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-2014 TO 2018-2019, INCLUSIVE) AND AUTHORIZING THE USE OF THE PARKS & RECREATION SURCHARGE FUND TO FINANCE THIS APPROPRIATION.

-The artificial turf field was installed in 2005. This turf surface has an 8 year lifespan and warranty. This field is utilized more than any athletic field in town and it has begun to show wear and tear. This project will be funded from the surcharge fund collected for such expenses through the sports groups that use the fields. **There will be no impact on the budget.**

RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$300,000 FOR INSTALLATION OF LIGHTS AT HIGH SCHOOL BACK FIELD AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-2014 TO 2018-2019, INCLUSIVE) AND AUTHORIZING THE USE OF THE PARKS & RECREATION SURCHARGE FUND TO FINANCE THIS APPROPRIATION.

-Newtown Youth Football and cheer currently utilizes Taylor field at Hawley School for practices. The practices run from August to November and run into the evening. Lights are required for these practices. The lights that are currently at Taylor field are only temporary and are rented. Permanent lights at Taylor field do not make sense as the parking and availability of that field is very limited. Hawley School is also in the borough and there are many homes in that area that field lights would disturb. The back high school field is a great fit for NYF practices. The sleds and football equipment is already in place, there is ample parking and it is not a neighborhood setting. Due to the size of the field other groups including the High school would benefit from the larger use time that the lights at this field would provide. Field time is always required by many groups and we do not always have enough. The addition of lights would provide more use and a better practice location for NYF & Cheer. The BOE already approved this project. Lights will be on a separate meter and the users of the lights would pay for that energy time required. **This project will not have an impact on the regular budget.**

RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$250,000 FOR REMEDIATION AND DEMOLITION OF DANBURY HALL LOCATED ON THE FAIRFIELD HILLS CAMPUS IN THE TOWN OF NEWTOWN, CONNECTICUT AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-14 TO 2017-2018, INCLUSIVE) AND AUTHORIZING THE ISSUANCE OF \$250,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

RESOLVED:

Section 1. The sum of \$250,000 is a special appropriation made pursuant to Chapter 6, Section 6-30 (a), (b) and (c) of the Town Charter of the Town of Newtown (the "Town") for remediation and demolition of Danbury Hall located on the Fairfield Hills Campus in the Town, as authorized in the Capital Improvement Program (2013-14 to 2017-18, inclusive), including, but not limited to, removal of hazardous materials, and related site improvements, and for administrative, financing, legal and costs of issuance related thereto (collectively, the "Project"), said appropriation to be inclusive of any and all State and Federal grants-in-aid thereof.

Section 2. To meet said appropriation, \$250,000 bonds of the Town, or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of the State of Connecticut, as amended from time to time (the "Connecticut General Statutes"). The bonds may be issued in one or more series as determined by the Financial Director, and the amount of bonds of each series to be issued shall be fixed by the Financial Director, in the amount necessary to meet the Town's share of the cost of the Project determined after considering the estimated amount of State and Federal grants-in-aid of the Project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of the bonds outstanding at the time of the issuance thereof, and to pay for the costs of issuance of such bonds. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the First Selectman and the Financial Director, bear the Town seal or a facsimile thereof, be certified by a bank or trust company, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company, and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds including approval of the rate or rates of interest shall be determined by the First Selectman and the Financial Director, in accordance with the Connecticut General Statutes.

Section 3. Said bonds shall be sold by the First Selectman and the Financial Director in a competitive offering and the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. To the extent required by the Charter of the Town of Newtown, bids shall be solicited from at least three lending institutions. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days

in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds.

Section 4. The First Selectman and the Financial Director are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the First Selectman and the Financial Director, have the seal of the Town affixed, be payable at a bank or trust company designated by the First Selectman, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, and be certified by a bank or trust company designated by the First Selectman pursuant to Section 7-373 of the Connecticut General Statutes. They shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount and for the Project with the proceeds of bonds or bond anticipation notes or other obligations ("Tax Exempt Obligations") authorized to be issued by the Town. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Financial Director or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of Tax Exempt Obligations, and to amend this declaration.

Section 6. The First Selectman and the Financial Director are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 7. The First Selectman is hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution.

280 Trumbull Street  
Hartford, CT 06103-3597  
Main (860) 275-8200  
Fax (860) 275-8299  
gsantoro@rc.com  
Direct (860) 275-8322

VIA E-MAIL AND FEDERAL EXPRESS

June 25, 2013

Robert G. Tait  
Financial Director  
Town of Newtown  
3 Primrose Street  
Newtown, CT 06470

Re: Resolution Providing For A Special Appropriation In The Amount Of \$250,000 For Remediation And Demolition Of Danbury Hall Located On The Fairfield Hills Campus In The Town Of Newtown, Connecticut As Authorized In The Capital Improvement Program (2013-14 To 2017-2018, Inclusive) And Authorizing The Issuance Of \$250,000 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose

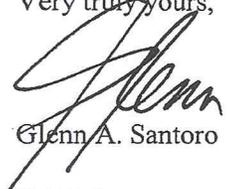
Dear Bob:

Enclosed please find the captioned resolution and a set of proceedings to be followed in connection with its adoption by the Town.

By copy of this letter, I am requesting the Town Clerk to send me one certified copy of all the proceedings as they appear in the Town record book.

If you have any questions, please do not hesitate to contact me.

Very truly yours,

  
Glenn A. Santoro

GAS/sit  
Enclosures

cc: E. Patricia Llodra, First Selectman (w/encl.)  
Debbie A. Aurelia, Town Clerk (w/encl.)  
David L. Grogins, Esq., Town Attorney  
Susan Marcinek (via e-mail)

12306676-v1



Law Offices

BOSTON

PROVIDENCE

HARTFORD

NEW LONDON

STAMFORD

WHITE PLAINS

NEW YORK CITY

ALBANY

SARASOTA

www.rc.com

TO: JOHN KORTZE, CHAIRMAN, BOARD OF FINANCE

FROM: LIZ STOCKER, DIRECTOR OF ECONOMIC AND COMMUNITY DEVELOPMENT

DATE: JUNE 21, 2013

The resolution that FHA passed on 6/19/2013 requesting a special appropriation to abate and demo Danbury Hall is as follows:

IT IS HEREBY RESOLVED THAT THE FAIRFIELD HILLS AUTHORITY RECOMMENDS THAT THE TOWN OF NEWTOWN APPROVE A SPECIAL APPROPRIATION IN THE AMOUNT OF \$250,000 FOR THE REMEDIATION AND DEMOLITION OF DANBURY HALL AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-2014 TO 2018-2019, INCLUSIVE) TO BE FINANCED BY THE ISSUANCE OF GENERAL OBLIGATION BONDS (OFFSET BY A \$50,000 EPA GRANT).

=====

NOTE: EPA GRANT WILL OFF SET THE APPROPRIATION AMOUNT PURSUANT TO CIP.

A current estimate for the abatement/demo is attached. The estimate assumes no salvage value which may bring the costs down. The estimate was prepared by Kim Clarke, Licensed Environmental Professional (LEP).

Sincerely,  
Elizabeth Stocker, AICP  
Director of Economic and Community Development  
Newtown Municipal Center  
3 Primrose Street  
Newtown, CT 06470  
PH: 203-270-4271  
FAX: 203-270-4205  
email: [elizabeth.stocker@newtown-ct.gov](mailto:elizabeth.stocker@newtown-ct.gov)  
[www.newtown-ct.gov](http://www.newtown-ct.gov)  
[www.newtown.org](http://www.newtown.org)  
[www.FairfieldHills.org](http://www.FairfieldHills.org)



The Fairfield Hills Authority held a Regular Meeting on Wednesday, June 19, 2013 at the Municipal Center, Meeting Room #3, 3 Primrose Street, Newtown, CT 06470.

These Minutes are subject to the approval of the Fairfield Hills Authority.

**Present:** Jim Bernardi, Michael Holmes, John Madzula, Ross Carley, Renata Adler and Brian White.

**Absent:** Thomas Connors and Andrew Willie

**Also Present:** Elizabeth Stocker, Director of Economic and Community Development; Fred Hurley, Director of Public Works, several members of the public.

**Jim Bernardi** called the meeting to order at 7:03 PM.

**Brian White** motioned to use all unexpended funds from fiscal years 2011-2012 and 2012-2013 for future work on the Fairfield Hills infrastructure project. Michael Holmes seconded the motion and it passed unanimously.

**Acceptance of the Minutes:** **Brian White** motioned to accept the minutes of the May 15, 2013 regular meeting. **John Madzula** seconded the motion and it passed unanimously.

**Jim Bernardi** motioned to accept the Draft Resolution which states, "It is hereby resolved that the Fairfield Hills Authority recommends that the town of Newtown approve a special appropriation in the amount of \$250,000 for the remediation and demolition of Danbury Hall as authorized in the Capital Improvement Program (2013-2014 to 2018-2019, inclusive. Note: EPA Grant will offset the appropriation amount pursuant to CIP." **Brian White** seconded the motion and it passed unanimously.

**Ross Carley** motioned to adjourn the meeting. **John Madzula** seconded the motion. The motion was approved unanimously and the meeting adjourned at 8:57 PM.

**Hazardous Building Materials Abatement and Demolition Estimates**  
**Danbury Hall and Single Family Dwellings - Fairfield Hills Campus**  
**June 2013**

Building	Approximate Construction Date	Building Size (sq. ft.)	Former Use	Low End of HBM Abatement Estimate <sup>1</sup>	High End of HBM Abatement Estimate <sup>1</sup>	Demolition Estimate (Post-Abatement)
SF - 50	1953	900-1,200	Doctor Residence	\$11,778	\$20,823	\$15,000
SF - 51	1953	900-1,200	Doctor Residence	\$11,778	\$20,555	\$15,000
SF - 52	1953	900-1,200	Doctor Residence	\$11,562	\$20,519	\$15,000
SF - 53	1953	900-1,200	Doctor Residence	\$11,562	\$20,500	\$15,000
SF - 54	1953	900-1,200	Doctor Residence	\$11,562	\$20,500	\$15,000
SF - 55	1953	900-1,200	Doctor Residence	\$11,562	\$20,500	\$15,000
SF - 56	1953	900-1,200	Doctor Residence	\$11,562	\$20,500	\$15,000
SF - 57	1953	900-1,200	Doctor Residence	\$11,562	\$20,500	\$15,000
Danbury Hall	1934	13,000	Employee housing	\$104,603	\$115,376	\$75,000
			Subtotal	\$197,531	\$279,773	\$195,000
			Contingency (15%)	\$29,630	\$41,966	\$29,250
			Total Estimate	\$227,161	\$321,739	\$224,250

Low End Abatement and Demolition Estimate	\$451,411
High End Abatement and Demolition Estimate	\$545,989

Notes:

1 - Hazardous Building Materials (HBM) abatement cost range was developed from information contained in the following reports:

- Environmental Cost Estimate, Fairfield Hills Hospital, Newtown, Connecticut, TRC Environmental Corporation, December 1999*
- Investigative Survey for Asbestos Containing Materials and Lead Based Paint, Danbury Building, Fairfield Hills Mental Health Hospital, Newtown, Connecticut, TRC Environmental Corporation, March 2005*
- Investigative Survey For Hazardous Building Materials, Staff House 50, Fairfield Hills Mental Health Hospital, Newtown, Connecticut, TRC, June 2011*
- Investigative Survey For Hazardous Building Materials, Staff House 51, Fairfield Hills Mental Health Hospital, Newtown, Connecticut, TRC, June 2011*
- Investigative Survey For Hazardous Building Materials, Staff House 52, Fairfield Hills Mental Health Hospital, Newtown, Connecticut, TRC, June 2011*

**TOWN OF NEWTOWN  
FINANCIAL IMPACT STATEMENT  
(Per Town Charter 6-100)**

REQUESTING DEPARTMENT ECONOMIC DEVELOPMENT

PROJECT: DANBURY HALL REMEDIATION & DEMOLITION

PROPOSED SPECIAL APPROPRIATION AMOUNT: \$ 250,000.00

PROPOSED FUNDING:

BONDING	\$ 200,000.00
GRANT	\$ 50,000.00
CONTINGENCY	
OTHER	
	<u>\$ 250,000.00</u>

**ANNUAL FINANCIAL IMPACT ON OPERATING BUDGET (GENERAL FUND):**

List any financial impact your request will have on the Town's annual operating budget.  
Attach spreadsheet(s) showing your calculation of the estimated impact.

EXPENDITURE CATEGORY:	<small>**FOR BRACKETS USE NEGATIVE SIGN BEFORE NUMBER**</small>	(POSITIVE IMPACT) / NEGATIVE IMPACT	Attachment #
SALARIES & BENEFITS		0	
PROFESSIONAL SERVICES		0	
CONTRACTED SERVICES		0	
REPAIRS & MAINTENANCE		0	
UTILITIES		0	
OTHER		0	
DEBT SERVICE (1st year)		\$ 16,000.00	
<b>TOTAL IMPACT ON EXPENDITURES</b>		<u>\$ 16,000.00</u>	

REVENUE CATEGORY:		POSITIVE IMPACT / (NEGATIVE IMPACT)	Attachment #
PROPERTY TAXES		0	
CHARGES FOR SERVICES (FEES)		0	
OTHER		\$ -	
<b>TOTAL IMPACT ON REVENUES</b>		<u>\$ -</u>	

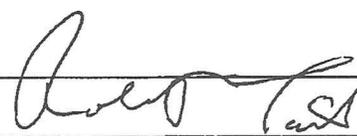
**TOTAL FINANCIAL IMPACT ON OPERATING BUDGET** \$ 16,000.00

**EQUIVALENT MILL RATE OF TOTAL IMPACT** 0.0054 mills

(using current year's information)

**COMMENTS:**

IMPACT WOULD INVOLVE RISK MANAGEMENT. DEMOLITION WOULD REPRESENT ONE LESS EMPTY BUILDING ON CAMPUS, REDUCING THE RISK ASSOCIATED WITH AN EMPTY BUILDING.

PREPARED BY: 

DATE: 6/21/13

TO: BOF, LC

RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$250,000 FOR REMEDIATION AND DEMOLITION OF DANBURY HALL LOCATED ON THE FAIRFIELD HILLS CAMPUS IN THE TOWN OF NEWTOWN, CONNECTICUT AS AUTHORIZED IN THE CAPITAL IMPROVEMENT PROGRAM (2013-14 TO 2017-2018, INCLUSIVE) AND AUTHORIZING THE ISSUANCE OF \$250,000 BONDS OF THE TOWN TO MEET SAID SPECIAL APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

RESOLVED:

Section 1. The sum of \$250,000 is a special appropriation made pursuant to Chapter 6, Section 6-30 (a), (b) and (c) of the Town Charter of the Town of Newtown (the "Town") for remediation and demolition of Danbury Hall located on the Fairfield Hills Campus in the Town, as authorized in the Capital Improvement Program (2013-14 to 2017-18, inclusive), including, but not limited to, removal of hazardous materials, and related site improvements, and for administrative, financing, legal and costs of issuance related thereto (collectively, the "Project"), said appropriation to be inclusive of any and all State and Federal grants-in-aid thereof.

Section 2. To meet said appropriation, \$250,000 bonds of the Town, or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of the State of Connecticut, as amended from time to time (the "Connecticut General Statutes"). The bonds may be issued in one or more series as determined by the Financial Director, and the amount of bonds of each series to be issued shall be fixed by the Financial Director, in the amount necessary to meet the Town's share of the cost of the Project determined after considering the estimated amount of State and Federal grants-in-aid of the Project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of the bonds outstanding at the time of the issuance thereof, and to pay for the costs of issuance of such bonds. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the First Selectman and the Financial Director, bear the Town seal or a facsimile thereof, be certified by a bank or trust company, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company, and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds including approval of the rate or rates of interest shall be determined by the First Selectman and the Financial Director, in accordance with the Connecticut General Statutes.

Section 3. Said bonds shall be sold by the First Selectman and the Financial Director in a competitive offering and the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. To the extent required by the Charter of the Town of Newtown, bids shall be solicited from at least three lending institutions. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days

in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds.

Section 4. The First Selectman and the Financial Director are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the First Selectman and the Financial Director, have the seal of the Town affixed, be payable at a bank or trust company designated by the First Selectman, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, and be certified by a bank or trust company designated by the First Selectman pursuant to Section 7-373 of the Connecticut General Statutes. They shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount and for the Project with the proceeds of bonds or bond anticipation notes or other obligations ("Tax Exempt Obligations") authorized to be issued by the Town. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Financial Director or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of Tax Exempt Obligations, and to amend this declaration.

Section 6. The First Selectman and the Financial Director are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 7. The First Selectman is hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution.

Excerpt for Minutes of Board of Finance Meeting  
to be held \_\_\_\_\_, 2013

A meeting of the Board of Finance of the Town of Newtown was held in the  
\_\_\_\_\_ on \_\_\_\_\_, \_\_\_\_\_, at \_\_\_\_\_  
o'clock \_\_.M. (E.D.T.).

\* \* \*

Members present and absent were as follows:

Present  
(List Names)

Absent

\* \* \*

\_\_\_\_\_ introduced and read the following resolution:

RESOLVED: That the resolution entitled "Resolution Providing For A Special Appropriation In The Amount Of \$250,000 For Remediation And Demolition Of Danbury Hall Located On The Fairfield Hills Campus In The Town Of Newtown, Connecticut As Authorized In The Capital Improvement Program (2013-14 To 2017-2018, Inclusive) And Authorizing The Issuance Of \$250,000 Bonds Of The Town To Meet Said Special Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", a copy of which is attached hereto, is hereby adopted and recommended to the Legislative Council for consideration and action, said special appropriation was requested in a letter dated June 21, 2013 from Elizabeth Stocker, AICP, Director of Economic and Community Development, a copy of which is attached hereto, in accordance with Chapter 6, Section 6-30 (a), (b) & (c) of the Town Charter.

\_\_\_\_\_ moved that said resolution be adopted as introduced and read and the motion was seconded by Mr. \_\_\_\_\_. Upon roll call vote the ayes and nays were as follows:

AYES  
(List Names)

NAYS

\_\_\_\_\_ thereupon declared the motion carried and the resolution adopted.

\* \* \*

3 PRIMROSE STREET, MUNICIPAL CTR  
NEWTOWN, CONNECTICUT 06470  
TEL. (203) 270-4223  
[www.newtown-ct.gov](http://www.newtown-ct.gov)



ROBERT G. TAIT  
FINANCE DIRECTOR

**TOWN OF NEWTOWN**  
**OFFICE OF THE FINANCE DIRECTOR**

June 27, 2013, 2013

Mr. John Kortze, Chair  
Board of Finance

Dear John,

I am requesting a special appropriation of \$750,000 to be financed by a grant in aid, under the State of Connecticut's Urban Act Program. This is an initial grant in aid payment meant to cover preconstruction and design professional services for the new Sandy Hook Elementary School up to September 30, 2013.

RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$750,000 FOR PRECONSTRUCTION AND DESIGN PROFESSIONAL SERVICES FOR THE NEW SANDY HOOK ELEMENTARY SCHOOL AND AUTHORIZING THE USE OF AN INITIAL GRANT IN AID (TO MUNICIPALITIES), UNDER THE STATE'S URBAN ACT PROGRAM TO FINANCE THIS APPROPRIATION.

I'm asking the Board of Finance to include this action on its June 27, 2013 agenda.

Sincerely,

Robert G. Tait  
Finance Director

Cc: BOS; LC

SANDY HOOK ELEMENTARY SCHOOL  
ESTIMATED FEE STRUCTURE

Regarding an initial grant in aid to municipalities payment to the Town of Newtown from the State of Connecticut Office of Policy and Management for estimated costs of the new Sandy Hook Elementary School up to September 30, 2013

May 23, 2013  
June 13, 2013

Estimated Construction Cost \$33,332,000

FIRM	PERCENT	PRE-CON	DESIGN	CONST DOC	CONST	TOTAL
CMA	0.35%	\$58,331	\$58,331			\$116,662
A/E	8%	\$266,656	\$666,640	\$1,066,624	\$666,640	\$2,666,560
CONSULTANTS	2%	\$66,664	\$133,328	\$266,656	\$199,992	\$666,640
LEGAL	0.25%	\$20,000	\$20,000	\$20,000	\$23,330	\$83,330
<b>TOTAL</b>		<b>\$411,651</b>	<b>\$878,299</b>	<b>\$1,353,280</b>	<b>\$889,962</b>	<b>\$3,533,192</b>
CONTINGENCY	10%					\$353,319
<b>TOTAL</b>						<b>\$3,886,511</b>
POTENTIAL REIMB	5%					\$194,326

Fee Spread Based on \$3,533,192	Accelerated Schedule	Standard Schedule
July 2013	\$40,000	\$40,000
August	\$318,000	\$140,000
September	\$374,000	\$180,000
October	\$380,000	\$180,000
November		
December		
January 2014		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
2015		
2016		

Estimated costs up to September 30 (2013) is 100% of Pre-Con and around 40% of Design (Per the Newtown Building & Site Commission Chairman), say \$750,000

Accelerated schedule (up to September) approximates \$750,000

Dear First Selectman Llodra,

I am writing to confirm that a \$750,000 grant-in-aid under the state's Urban Act program will be on the agenda published tomorrow morning for Bond Commission action on June 21. The grant agreement will be with my agency (OPM) and will cover this predevelopment funding plus additional state support for design and construction after July 1. Mike Sullivan, my agency lawyer, will work with whoever you designate to negotiate this agreement. It is my expectation that this agreement will be all that is needed to effectuate all state support for the project, and that it will provide you with the maximum amount of flexibility in implementing the project.

Once our agreement is finalized, I anticipate that any state oversight of the project, processing of progress payments, etc., will be handled by the Department of Administrative Services under Don DeFronzo.

Please be assured that we consider this project to be among our highest priorities, and that both Don and I are available to address any concerns that come up as we move forward.

Take care,

Ben Barnes  
Secretary  
Office of Policy and Management  
(860) 418-6500