

Newtown Board of Education
CIP/Facilities/Finance Sub-Committee Minutes
April 9, 2020

Call to Order: The BOE CIP Sub Committee meeting was called to order at 5:30 by Mr. Delia. There was no public participation.

Participants: Dan Delia, Ron Bienkowski, Debbie Leidlein, Lorrie Rodrigue, Michelle Ku, Robert Gerbert, Debbie Zukowski

Item 1 Approval of minutes – Mrs. Leidlein moved to approve the January 29, 2020, BOE CIP Sub Committee minutes. Mrs. Zukowski second the motion. All in favor. Motions passes.

Item 2 Discussion of Non-Lapsing Acct

Dr. Rodrigue stated we have gone back and forth from when the non-lapsing account was originally established. She wanted to open the discussion up as the Sub Committee will be working with the Board of Finance as they normally do to determine which funds are surpluses that go in, and those that feel we would be using and then requesting the funds to be used in that manor. The Board of Finance has the set authority accepting those funds. We still have earmarked funds in there for special education. We want to have a good robust dialog around the kinds of things we would use the non-lapsing account for. We need to define it well and have clarity around it, while having a plan when we do go forward with the other town boards.

Mrs. Ku presented a slide presentation related to the Non-lapsing account (see attached). Mrs. Ku went over the background of the education Non-Lapsing fund and how it was created by the Legislature in 2010. She stated there are questions that have come up with other town boards with the education non-lapsing account, particular since the account is getting larger over the years. People have been having other ideas about how to use the money. If we set up some guidelines it may help to set expectations. She explained the reason for creating this education non-lapsing fund and how it was to encourage the Board of Educations to save end of year surpluses rather than spending down accounts and, to use the education money for education purposes instead of having the money roll back into the town accounts. She then discussed the two mechanisms of the non-lapsing account which is 1) the non-recurring or capital, which is really savings for non-recurring expenses which is somewhat insurance against emergencies or extraordinary situations that occur, this is not budgeted only funded by the variance at the end of the year. But if it were budgeted such as it happens for municipal capital non-recurring, you could use it for better long term planning. 2) the Special Education self-insurance fund covers the unexpected increases in the special education costs during the year as we have the contingency within the budget. It is also meant for any extra money that goes into the account and would help mitigate any amounts that go over the budget during the year. That part is budgeted within our BOE budget. She further discussed the importance of maintaining and defining a minimum balance in both mechanisms and whether we could use portions of the education non-lapsing fund to cover the special education self-insurance fund when needed. She indicated she has spoken with Legal Council and about how we could handle otherwise. They suggested asking the town to create a special education reserve fund that would be maintained by the town and separate from the non-lapsing

account, or we should consider writing policy to clearly delineate what the special education portion of the account is from the capital non-recurring savings. She then discussed the activity of the education non-lapsing account and what is currently in there.

Mrs. Zukowski stated she noticed the change in language in the different statutes (attached) regarding the definitions of the non-lapsing account which were significant changes. They also called into question on who would be responsible for releasing money from the account to be able to manage what is going on. She thought we should discuss and consider more deeply in terms of how much authority does the board have over the money once it is in the account and appeal to how we can have authority over the money and maintain a trust with the various boards.

Mr. Delia said he thinks if we can spend some time working on defining specifically what this fund is used for that would hopefully answer a lot of questions.

Dr. Rodrigue stated that the authority comes from the Board of Finance. It is imperative to at least have a plan with the kinds of things we want to utilize the funds for in the future. If we designate an actual amount then it will inhibit our use. The more we have this dialog the better we will be in the definition and the plan.

Mrs. Zukowski stated she indicated she did not want to specify a water mark for the entire fund but for special education there should be a start of no more than 2 times the 5 year average and, we also don't want less than 1 time the 5 year average at the start of any particular year, that way we have enough to be somewhat comfortable going into that next budget year.

Mr. Bienkowski stated he does agree there needs to be some definition that is fluid and flexible. Everybody understands special education and it is pretty clear cut. If we talk about buildings and emergency repairs we know what those are. But there could be things on the horizon that we are not aware of such as cyber threats or ransom demands on communities. If you narrow it down, you then take away those opportunities that may pop up where you would need access to funds. When you start averaging the cost of special education, and if we are successful going forward and we are able to budget appropriately and we have the reduction in special education expense then that number will start to go down. It may not be that important to say the 5 year average of what we have gone over because ideally we don't want to go over in the future. We still want to have some contingency in case something else came up in special education that we have to deal with. When we talk about emergency repairs we have an account for that and the only way we would need to ask for more money for emergency repairs is when we get to the end of the year and if we don't have the money in other accounts to cover for that. It actually becomes too late to go and ask for the money from the Board of Finance at that point. You have to take into consideration the things that can occur and the potential factors. We have to keep it flexible and if you define it too narrowly, it will be easy for other town boards to say that does not fit within your guidelines and therefore you will need to take it out of your operating budget.

Mrs. Leidlein asked Mr. Bienkowski if he is recommending that we not split the accounts into a special education reserve fund separate from the non-lapsing fund. Mr. Bienkowski stated he does not see a problem continuing the special education fund as a separate reserve fund. You don't want to specify within the funds. Mrs. Leidlein stated we are always looking at getting better numbers for our CIP projects, and often have an engineering costs that happens prior to the project year. Could we use this account to absolve some of these expenses?

Dr. Rodrigue stated especially this year with what will happen with the referendum we are looking at perhaps requesting some of the surplus to be used for that because there is the likely hood they could be moved or dropped. She does see some of these things as potential uses from the fund. Dr. Rodrigue asked Mr. Bienkowski if he agreed. Mr. Bienkowski stated he does agree with this and thinks it would be good to have that flexibility going forward.

Mrs. Zukowski asked Mr. Bienkowski if you have a certain amount encumbered within the non-lapsing account does that make it two separate accounts? Dr. Rodrigue stated that is what we are doing now. The discussion continued with examples of how the accounts would be earmarked or split.

Mr. Delia then stated one of the questions we are talking about with this non-lapsing account is if the money is specifically for special education then do we want to set it up or put a mechanism in place so that the money is only used for that. Mr. Bienkowski stated he thinks that is what would happen if the town set up a special education reserve fund. If we go that route, it will be a separate and distinct reserve fund on the town's books and if we had a need for more money with what was left then we would not be able to tap into the special education reserve fund. Once you set it up that way you can't change it and it becomes a dedicated account.

Mr. Delia stated that any money we put into a separate account that is earmarked for special education he would be in support of since that was what the money was initially budgeted for. Mrs. Zukowski stated if you have the non-lapsing account and you have a certain amount encumbered for special education then you can't use that money, you have to make sure that money is dedicated. Mr. Bienkowski clarified some of the terms and phrases being used in the conversation such as 'encumbered' vs a 'reserve' fund.

Mr. Delia stated he thought it important how we define how the non-lapsing fund should be used or come up with more guidelines.

Mrs. Ku stated she did not think anyone should come to a conclusion today but to consider it. She though listening to Mr. Bienkowski talk about wanting to have the flexibility and trusts his judgement in the ways he sees this account possibly being needed and used. The reason for asking for definitions was to have answers to alot of questions that have come up during the years. Maybe asking Mr. Bienkowski to develop some guidelines would be good for us to use in a policy or a regulation. We need to think about separating out the special education and raise the possibility of a future discussion to bring to the board.

Mrs. Leidlein asked if you separate the accounts out and you go over in your special education expenditures and you need to go into the reserve fund to cover the cost you have incurred, you could then also tap into the non-lapsing account? But if you go over on a project amount in the non-lapsing account then you could not go into the special education reserve fund to cover that expenditure. Would that be correct? Mr. Bienkowski stated that would be correct.

Mrs. Zukowski asked Mr. Bienkowski for two additional aspects. She stated if the Board of Finance can basically decide; 1) whether they can put the remaining money of a budget into the non-lapsing fund then can they also decide what remains can go into the non-lapsing fund. If we can do something to build in confidence that the town understands the position of why that money can be where we can get to it would be very good; 2) a question of the town refilling our emergency fund. The whole concept is

we are part of the town and they need to have confidence in what we are using the money for and we have to have confidence that they have our backs. That type of thinking could be represented with dialogue.

Mrs. Leidlein stated she did not think it was the town's responsibility to backfill our emergency fund if we use up the funds.

Item 3 Discussion and Possible Action of CIP/Fields Proposal

Dr. Rodrigue discussed the HS Stadium front and back fields which are listed on the BOE CIP in years 1 and 5. Dr. Rodrigue asked the Athletic Director and the Director of Facilities not only to price out what the potential costs would be so we had a better understanding, but also about completing the two together. She stated rather than doing them in separate years we were informed we could have a potential savings of \$75K to \$100K if we did them together. We considered this when we looked at the potential use of the non-lapsing account. This was considered prior to the pandemic and what we are experiencing now. There are positives to doing it this way. There is a lot of interplay with the CIP and the non-lapsing account.

Mr. Gerbert stated with the potential savings of doing the fields together there is also the piece of the town's Park & Rec Dept. contributing to the site work portion of the rear fields. The scenario we talked about was the field guys would rip up and replace the stadium fields and then while that is being done Park & Rec would be doing the site work in the back fields to do the excavation, grading and laying down stone and drainage. Once done it would then turn back to the field guys to finish. That is where the potential savings would come in.

Mr. Delia asked if the September 22nd bid included the work being done by the Park & Rec Dept. Mr. Gerbert stated no it did not. He stated they had the discussions about combining the projects after the proposals came in.

Mrs. Leidlein asked if this was all predicated on the idea we are going to take the savings from this year's non-lapsing account and using it to offset these costs? Dr. Rodrigue said yes. Mrs. Leidlein asked what the timeframe is for making the decision. Mr. Gerbert stated the vendor has a pretty extensive backlog of fields that they have to do so the sooner we can book with them the sooner we can schedule and whatever summer this is going to happen we would want to get on their calendar in the fall before.

Mrs. Leidlein expressed her concerns over the health and economic impact of the virus on our country and without knowing when we are going to be up and running again, she stated she is concerned about how the community is fairing and how the funds could be used to mitigate taxes to our community they need to pay in order to support the budget and how we can help with that as well.

Mr. Bienkowski wanted to clarify the timeline on this and stated this would be next year's CIP so we would have until August or September to submit it to the Board of Finance so the fields would not get done until the following summer. He said if you have a plan to do both and a plan on offsetting some of the cost with the non-lapsing fund, this could be presented as a package and if they approve the CIP they would also be approving the use of dollars from the non-lapsing fund. At that point we could get the contractor to put it tentatively on the schedule because it would depend on the following year's referendum, then it becomes April 2021 that it would be decided.

Dr. Rodrigue stated we need to be speaking with the Board of Finance in advance when we have our surplus and want to have a complete plan. Mr. Bienkowski stated it would be better for us to be in a position when we do the year-end financial report and we know our balance.

Dr. Rodrigue stated we need to know that all of this discussion, planning and thinking was prior to the current situation. However we look at this when we get to that point and discussing the CIP in the fall, things could change on the town's perspective and our perspective on what is important and how we support the tax payers.

Mr. Delia stated we are being very responsible and we need to be contingent of our current situation and we don't know what is going to happen. We have to be good stewards for our town and our children. We have to be mindful of what the students' needs are right now and we need to have a plan.

Item 4 Discussion and Review of Entire CIP

Dr. Rodrigue stated in previous conversation with the Legislative Council there had been the discussion of swapping the Reed and HOM boiler projects as one was newer than the other.

Mr. Gerbert stated the discussion with the Legislative Council and our logic in keeping Reed in front of HOM was the coupling of boilers and the lighting projects and getting the larger rebates. Since their discussion, Eversource has revised their incentive programs. In terms of HOM boilers, water heaters and lighting, they have severely discounted their LED rebates unless you do further measures such as lighting controls or occupancy centers as opposed to just straight up lights for the sake of energy savings. They are pushing more in order for us to get that rebate money. The rebate for HOM becomes less than the rebate for Reed. The fact with Reed is it makes more sense because it is a larger school then HOM. There is more lighting there and the savings and rebate we can recoup is significant and more than we could get at HOM. Mr. Delia asked if we should keep the Reed project before the HOM project and Mr. Gerbert stated yes.

Mrs. Zukowski asked if you could unbundle the boilers at HOM and maybe just move that one project forward in year 1 or year 2 of the CIP and for how much? Mr. Gerbert stated you could pull them apart and for the boiler portion the cost could be \$350-400K to replace. Mr. Delia stated that it looks like we would not get a big rebate from the HOM project. Mr. Gerbert said the school is on oil so there is no incentive there. It would only be the lighting and the way CL&P is going with the lighting only job, it is an express rebate which is a discount assigned based on fixture type and wattage, or if we went with a large lighting rebate they require lighting controls.

Mrs. Zukowski wanted to discuss the HVAC for Hawley in year 1. She asked if we did the engineering plan yet for the HVAC and was questioning the \$4.2M in year 1 of the CIP. Mr. Delia stated we broke off the engineering so we could then get the engineering done and we could get bids and then solidify the plan and cost. Dr. Rodrigue stated typically we have had everything in one cost and we can only put in a cost that is anticipated until we get engineering plans. Mr. Delia stated if we look at year 4 and 5 we broke it out so we could get the engineering done a year in advance and get a more accurate bid. Dr. Rodrigue stated we want to give taxpayers the clearest information and it is difficult to do when you have it all in year 1.

Mrs. Zukowski asked if the voters have approved of the \$300K last April and when can we expect the engineering to be done. Mr. Bienkowski stated the voters have not approved this yet and is proposed to be on the referendum for this April. Mr. Bienkowski discussed the process of the scope of work and specification of engineering firms along with the timeline of the RFP (Request for Proposal) process once it is approved. He said work could possibly start in the summer of the 2021-2022 summer break.

Mr. Delia asked for clarity on the HS in year 1 with the rear turf practice fields. Mr. Bienkowski stated the first one is the fields we talked about earlier at \$1.1M. The second one is a facility or building that have restrooms with storage capability. If there was a facility there it would make it more efficient for practices. It is something that was talked about for years and he moved it back on the plan as he thought we were not ready for it at this point. Another component going into the 10 year deal is the field house and storage for the stadium. So we have two of them. Just because we have it on the plan does not mean we have to do it. It's just to keep it in front of everyone's thinking as it would be nice to have and the Athletic Dept. has been pushing for this for a while.

Mr. Bienkowski stated he thought we should drop the gas lines to the HOM school for \$3.8M and Mr. Gerbert's recommendation of the fuel cell at the HS in year 6 from the CIP. Mrs. Zukowski stated she agrees that the gas and water company would benefit from those extensions and they are huge hurdles for happening anytime soon. With the fuel cell the answer given was that there are possible other funding sources for that at the HS.

Mr. Biekowski said also we did have the site surveyed and there is no place to put it adjacent to the building so that is another concern. Mrs. Zukowski also agreed on the pulling of the unsightly house purchase next to Hawley. She thinks we should regroup and talk about alternatives and rework that plan and discuss other options. Even though it may not appear in the plan we should not stop talking about it but doing it in terms of motivation and reason prior to committing or asking for the funds.

Mr. Bienkowski asked if we can get an agreement to drop these items off the CIP plan. Mrs. Leidlein stated we could just vote on a revision to the CIP. This will be added to the agenda for the next meeting.

Dr. Rodrigue asked if we are thinking about adding MG at all since we are taking 3 items off the CIP. If you add those 3 items up, they are pretty extensive. She then asked when we go to revise the CIP do we want to see it put somewhere even if it is down the line? Mrs. Leidlein and Mrs. Zukowski agreed it should be added.

Item 5 Potential Impact of School Closure Due to COVID-19

Dr. Rodrigue asked Mr. Bienkowski to look at the potential savings and potential expenditures on the other side of the ledger. He took this information that was brought forward from some of the leaders such as special education with additional costs such as the science goggles and gloves and disinfectant products they gave out, and all of the devices that are out there for the students. She was referring to the Board of Ed non-lapsing fund balance and potential activity as this is relevant to the potential impact of the school closure. She also stated Mr. Bienkowski did an excellent job putting the BOE Non-Lapsing Fund Balance and Potential Activity report together and in taking all of what was brought forward in terms of potential and anticipated expenditures and savings. The question is out there of what the anticipated impact will be. It is difficult to say at this time.

Mr. Bienkowski stated he never has been faced with this type of projection that needed to be made. He thinks there are some real savings. Our budget was in a good position in our last February report and the most recent one we had a balance of \$291K. Some of that was from energy and the fact the schools are closed now there will be a lot more savings with energy. He said we also have to keep in mind that all of these savings could change if we open the schools back up. We don't know what expenses will be if staff comes back and schools reopen. There could be some significant balances and he went over all of the accounts where balances could offset the savings we currently are showing. He further stated it is hard to predict this precisely and at the next Board meeting the financial report for March will be presented which will include all of the details.

Mrs. Zukowski stated she is concerned when the students come back there is even a wider spread of preparedness than is normal. And she is wondering if the amount in the non-lapsing account includes help within the classroom to help the teachers' better handle the spread and to help the students get back on course as quickly as possible.

Mr. Bienkowski stated no, that a good portion of that is perceived as potential special education needs and expenses and perhaps expansion of summer school programs to address some of the additional shortcomings that students may have been experiencing. There is no full time permanent staff included in that number.

Dr. Rodrigue stated we talked about whether we needed something in that way and we don't know at this point. We felt very strongly we already had support staff already that supports students so it would likely be viewing this as there may be a longer period of review and support on the onset of a given year. Whenever the new year starts, we are anticipating to slow it down and start a little later in terms of new content. It isn't a matter of needing new staff but utilizing staff in new ways.

Mr. Delia stated he is worried that we are putting enough money aside for the students who will need help and forecasting the impact on children.

Dr. Rodrigue stated we did what we could in terms of special education and general and what we have left of the unreserved \$253K. After talking with principals, Assistant Superintendent and the Director of Teaching and Learning, we feel that it's not about adding staff but about how we approach with the staff we have. We have a large group of support personnel and their role might change a bit of terms of the number of children who need support from what they had before.

Mrs. Ku stated she wanted to say in reviewing this non-lapsing report she thought it was thoughtfully done and the way it was distributed and thanked Mr. Bienkowski.

Dr. Rodrigue stated we put this together at the time knowing that school might be back April 20th and now it is May 20th so this will have an impact moving forward as well.

Mrs. Zukowski wanted to recap that Mr. Bienkowski will provide a recommendation in terms of how to handle the Non-Lapsing account. Mr. Delia stated we will revisit this at the next CIP meeting.

Adjournment:

Mr. Delia asked for a motion to adjourn the meeting. Mrs. Zukowski moved to adjourn the meeting. Mrs. Leidlein second the motion. Motion passes and meeting was adjourned at 7:30pm.

Respectfully Submitted,
Joanne Morris

THESE ARE DRAFT MINUTES AND ARE SUBJECT TO THE APPROVAL OF THE BOE CIP/FACILITIES/FINANCE
SUB COMMITTEE

Newtown Board of Education
CIP/Facilities/Finance Sub-Committee Minutes
January 29, 2020

Call to Order: Mr. Delia called the meeting to order at 5:37pm

PLEDGE OF ALLEGIANCE

Present: Dan Delia, Debbie Leidlein, Robert Gerbert, Dr. Lorrie Rodrigue, Deborra Zukowski, Ron Bienkowski, Deborah Petersen, Sally Lynch, Tanja Vadas, Rick Spreyer,

<u>EdAdvance</u>	<u>EastConn</u>
Richard Carmelich	Kimberly Bush
Mike LoRusso	Will Rudolph
Bert Hughes	Merrilee Bernhardt

Public Participation: None

Communications/Announcements: None

Unfinished Business:

Item 1: Mrs. Leidlein moved the motion to approve the minutes of January 7, 2020. Ms. Zukowski second the motion. Mr. Delia approved. Mrs. Zukowski abstained. Motion passes.

Item 2: Mr. Bienkowski stated that the Special Education Transportation needs are very important and dynamic in the district. We are coming off of a six year contract with EdAdvance. We recently put this out to bid and Rick Spreyer, who is our Purchasing Agent was the primary facilitator. Mr. Bienkowski then introduced Deborah Petersen, Special Education Director. Mrs. Petersen stated that while the Sub Committee prepares to listen to these presentations, she asked them to keep in mind that our special education parents are the customer and they are extremely involved in transportation of our students that travel out of Newtown to go to school. Our students have very special needs and have many challenges and need special care. Mr. Bienkowski then introduced Sally Lynch who is the Special Education Coordinator.

Item 3: Mr. Bienkowski asked Mr. Spreyer to go over a brief outline of the bid. Mr. Spreyer said the bid went out on December 13, 2019. Bids were due back on January 10, 2020. Five (5) bids were received. The two final vendors that were invited to present were EdAdvance and EastConn Regional Education Services who represented our two lowest bidders. Price comparison of routes was provided to Mr. Bienkowski and Mrs. Vadas. Mr. Spreyer then stated we asked these two bidders to give an overview so we can see beyond the numbers and make sure our special education team is in agreement with what recommendation is made here tonight.

Mr. Bienkowski stated this is a complicated bid and is not as simple as other bids. There has been extensive analysis that has been done and he was prepared to share that analysis at the end of the presentations.

Item 4 – Executive Session Motion: Motion: Mrs. Leidlein moved that the Board of Education CIP Sub Committee go into executive session to interview two vendors for the SPED Transportation Bid and invites: Ron Bienkowski, Deb Petersen, Sally Lynch, Rick Spreyer, Tanja Vadas, Dr. Rodrigue.

The following were invited for the first session:

EastConn Participants: Kimberly Bush, Director of Transportation, Will Rudolph, Operations Manager, Merrilee Bernhardt, Safety Supervisor and Coordinator.

The following were invited for the second session:

EdAdvance Participants: Richard Carmelich, COO, Mike LoRusso, Director of Transportation, Bert Hughes, Transportation

Mrs. Zukowski second the motion. All in favor. Motion passes.

At approximately 6:15 p.m. executive session began. At approximately 7:40 the regular meeting resumed.

Item 5 Motion: Mrs. Leidlein moved that the Board of Education CIP Sub Committee recommend EdAdvance as the preferred vendor for the SPED Transportation 2020-2025 contract to the Board of Education at the February 4, 2020 meeting. Mrs. Zukowski second the motion. All in favor. Motion passes unanimously

Item 6: CIP - Mr. Bienkowski stated there are two things of concern on the CIP. The first was on the second five year and whether the property adjacent to the Hawley school listed for purchase on the CIP should remain on the CIP since the Board of Selectmen turned it down. The reason to leave it on the CIP would be if there is a potential change or a need for the future. The second concern was the HOM gas and water lines for \$3.18M in year 7. Mr. Bienkowski said he does not believe that this would happen and we should just agree to take this off the plan. Mrs. Zukowski stated that we will be undergoing a CIP process for next year so we could mark these items as things to talk about and that as a facilities committee we should take the time to determine if there really is a compelling reason that we can make an argument more effective for the property next to Hawley. Mr. Delia stated there is a lot to discuss and he is not looking to make any decisions at this meeting.

Mr Delia asked Mr. Gerbert if he had any thoughts about the two \$1M projects being moved to year 6 which in effect comes off of our CIP because we are a 5 year CIP. Mr. Gerbert stated he did some homework on the generator for Hawley and looked at some of the utility bills for the school. A small generator the size of 80 kilowatts would be sufficient and is in line with the sizes at some of the other elementary schools. He believes the cost for just the equipment would run around \$20K. Additional costs of location, excavating, fuel tank etc. would still need to come in play. He thinks the job could be done for a lot less. So maybe taking this down from \$1M to \$250K would be sufficient. Mrs. Zukowski asked what the justification would be for having this generator. Mr. Gerbert said regardless if there is no power in the area and the schools do have generators there still would be no school. The generator would give us an ease for the purpose of the heat would stay on, and code required lighting would stay on, along with water pipes not freezing. Mrs. Zukowski states she would like to continue this discussion when we start to build out the CIP for next year.

Mr. Delia asked if there were any other concerns that Mr. Gerbert saw on the CIP. Mr. Gerbert stated the window modifications at Middle Gate are a big unknown. That \$1M could potentially be \$2M. There is a lot of new hazards such as "PBC's" where you have to examine the caulking which leaches into the brick work that surrounds the window frame, so it becomes a bigger issue that just taking out a window and replacing with a new one. Mrs. Zukowski asked if we can do the testing before we come up with a

number. Mr. Gerbert stated yes and assuming that there is a possibility of having that substance there, then it would probably move into a phase project where you pick and choose what to do as you would be limited in the summer.

Mr. Gerbert stated we also have talked about the HOM boiler and maybe separating the boiler job vs the lighting job. Mr. Bienkowski asked if we do that then do we lose the opportunity for the energy rebates? Mr. Gerbert said no because it's oil. It would just be the lighting for the rebate. But for Reed we would want to keep them bundled together so we could get that bonus money.

Item 7: Mr. Delia discussed about setting a CIP calendar with monthly meetings. Mr. Delia stated he wanted to schedule future monthly CIP meetings. Meetings will be held each month between the first and second regular Board of Education meetings that are currently scheduled. A discussion and possible action of the BOE CIP calendar will be addressed at the next BOE CIP meeting.

Item 8: Mr. Delia reviewed the CIP responsibilities and discussed the two first items of the CIP financial responsibilities. Mr. Bienkowski stated the financial reports are difficult to discuss at these meetings due to when the month ends and when the financial reports are due to the board. The budget transfers are only done in October and November. The calendar that was just created for the CIP meetings would not fit these schedules of our work.

Mr. Delia stated he would like to remove A & B from the CIP responsibilities as the committee does not have the time and is redundant with the Board of Education meetings. We will add this to our next CIP agenda.

Mr. Delia stated he would like to work with Mr. Gerbert more in creating a report which addresses the current quarterly building and maintenance needs. Mr. Bienkowski stated we do this with the building and site projects which we review periodically because within that total dollar amount there may be monies left over that we want to dedicate to other building and site maintenance project so we always bring this to the committee for endorsement. Mr. Gerbert will work to create a report that the committee can review and understand the current building and site issues that are going on.

Open: None

Adjournment: Mrs. Leidlein made the motion to adjourn the meeting at 8:15pm Mrs. Zukowski second the motion. Meeting adjourned.

Next CIP meeting will be held on March 12, 2020.

Respectfully submitted,
Joanne Morris

THESE ARE DRAFT MINUTES AND ARE SUBJECT TO THE APPROVAL OF THE BOE
CIP/FACILITIES/FINANCE SUB COMMITTEE.

Statutory Language for non lapsing accounts

Sec. 10-248a. Unexpended education funds account. For the fiscal year ending June 30, 2020, and each fiscal year thereafter, notwithstanding any provision of the general statutes or any special act, municipal charter, home rule ordinance or other ordinance, the board of finance in each town having a board of finance, the board of selectman in each town having no board of finance or the authority making appropriations for the school district for each town may deposit into a nonlapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education for the town, provided (1) such deposited amount does not exceed two per cent of the total budgeted appropriation for education for such prior fiscal year, (2) each expenditure from such account shall be made only for educational purposes, and (3) each such expenditure shall be authorized by the local board of education for such town.

Regional school districts have a different statute noted below:

GS 10-51 (D)(2) On and after June 7, 2006, a regional board of education, by a majority vote of its members, may create a reserve fund for capital and nonrecurring expenditures. Such fund shall thereafter be termed “reserve fund for capital and nonrecurring expenditures”. The aggregate amount of annual and supplemental appropriations by a district to such fund shall not exceed one per cent of the annual district budget for such fiscal year. Annual appropriations to such fund shall be included in the share of net expenses to be paid by each member town. Supplemental appropriations to such fund may be made from estimated fiscal year end surplus in operating funds.

(Note: legislation was submitted earlier this session to change the amount to 2% for regions. However, since legislature will not reopen until at least April 12, the status of this bill is uncertain.)

Business and Non-Instructional Operations

Non-Lapsing Education Fund

The Newtown Board of Education (Board) may request the Town's Board of Finance deposit into a non-lapsing account any unexpended funds from the Board's prior fiscal year general operating budget, provided such amount does not exceed one percent (1%) of the total budgeted appropriation for education for such prior fiscal year pursuant to C.G.S. 10-248a.

Prior to any expenditure from the Non-Lapsing Education Fund the Board of Education shall vote to authorize such spending. The transfer of monies shall follow the process as laid out in policy 3160 (Budget Procedures and Line Item Transfers).

The Board may designate these funds for a specific purpose. The Board will expend these funds for such previously designated specific purpose except that they may also be used for other extraordinary or emergency expenditures which may be necessary but not otherwise budgeted.

The account shall be subject to the annual audit as required by State statute. The Board shall review the fund balance on an annual basis.

(cf. 3160 – Budget Procedures and Line Item Transfers)

Legal Reference: Connecticut General Statutes

10-222 Appropriations and budget

10-248a Unexpended education funds account

Policy adopted: April 4, 2017

NEWTOWN PUBLIC SCHOOLS
Newtown, Connecticut

BOE Non-Lapsing Fund Balance and Potential Activity

	Reserved for Special Ed	Unreserved	Total Non Lapsing
Amount reserved for Special Education	\$63,000		\$63,000
Amount reserved for General Non-Lapsing		\$457,334	\$457,334
Current Total Balance Non-Lapsing Fund 6/30/2019			\$520,334
February 29, 2020 Projected Expenditure Balance		\$291,303	\$291,303
Total Projected Balance Non-Lapsing Fund 2/29/2020			\$811,637
Potential additional <u>COVID 19</u> Expenditure Balance - March 31, 2020		\$941,502	\$941,502
Total PROJECTED Balance Non-Lapsing Fund 3/31/2020			\$1,753,139

POTENTIAL USES/INITIATIVES FOR NON-LAPSING FUNDS:

Offset partial CIP expenditures for Turf replacement projects at NHS		(\$350,000)	(\$350,000)
Cover the engineering expense for HAW HVAC project (Town saves debt service)		(\$300,000)	(\$300,000)
Additional costs related to <u>COVID 19</u> beyond Requested Budget for 2020-21		(\$250,000)	(\$250,000)
Set aside for unexpected Special Education expenses	(\$300,000)		(\$300,000)
Total PROJECTED Balance Non-Lapsing Fund			\$553,139

<u>POTENTIAL ACCOUNT BREAKDOWN</u>	Reserved for Special Ed	Unreserved	Total Non Lapsing
Amount reserved for Special Education	\$363,000		\$363,000
Amount reserved for General Non-Lapsing		\$253,139	\$253,139
Total Anticipated Balance Non-Lapsing Fund after above initiatives	\$363,000	\$253,139	\$616,139

Education Non-Lapsing Fund

For consideration
CIP/Finance/Facilities Committee
Meeting 4/9/2020

Newtown Board of Education: Financial Planning

- **Financial planning, both short-term and long-term, is a critical component of the Board of Education's fiscal responsibilities**
- **The BOE's ability to save any money is the result of relatively new state legislation** (CGS 10-248a passed in **2010**; Education Non-Lapsing Fund established in Newtown **2014**; SPED designation within the fund in **2019**). The reason for creating such an account was, in part, to encourage BOE to save end-of-year surpluses rather than spending down accounts. Additionally, with the separate budget referenda, appropriations are approved for education, and this mechanism assures it will be spent for school purposes (rather than going to the Town fund balance).
- In addition to the Capital Improvement Plan (CIP) process, **the BOE uses two other mechanisms to facilitate long-term planning and to mitigate risk:**
 1. Education Non-Lapsing Account for non-recurring or capital items
 2. Money earmarked for Special Education (SPED)
- Given there's been some confusion about these two separate designations, **clarifying their distinct purposes and characteristics will ensure clarity going forward.**

The 2 Parts of the Education Non-Lapsing Fund

Annual Budget

End-of-Year Surplus

Funds

Savings for Capital or Non-Recurring Expenses
In the Education Non-Lapsing Account

Special Education Contingency
Line

Special Education
Designated in the Education Non-Lapsing Account

Two Parts to the Education Non-Lapsing Fund

	Non-Recurring or Capital	SPED “Self-Insurance”
Overall Goal	<ul style="list-style-type: none">• “Savings” for larger, non-recurring expenses (e.g., infrastructure)• “Insurance” against emergencies or extraordinary situations.	<ul style="list-style-type: none">• Cover unexpected increases in SPED costs (due to newly identified students, increased services, or movement into district)
When was it created?	2014	2019
How is it funded?	<ul style="list-style-type: none">• <u>NOT</u> BUDGETED (funded via positive variance at end of fiscal year – i.e., unspent funds)• <u>IF</u> BUDGETED monies could be used for long-term planning	<ul style="list-style-type: none">• BUDGETED (planned annual contributions)• Potentially increase over time to cover average shortfall.• Currently underfunded.
What is the process?	<p>Deposit: upon BOF approval</p> <p>The Account shall be used for the expenses of maintaining the Town's public schools, which expenses may be incurred in the discretion of and with the approval of the Board of Education and paid by the Town as provided in Connecticut General Statutes § 10-248.</p>	

Non-Lapsing Account – Capital or Non-recurring Expenses:

Why is it important to maintain a balance?

- **Savings** for capital or non-recurring expenses
 - Provide a means to purchase capital (below the amount designated by CIP policy)
 - Could this fund be used to partially fund CIP items?
 - Of Note: any long-term planning based on this fund is not dependable since the account is entirely contingent on year-end balances. Currently, the BOE includes all capital expenses that fall below the CIP threshold within the annual budget (which includes a five year plan), and CIP items are approved per Charter.
- **Insurance** for emergencies or extraordinary situations
 - Provide a safety-net in the event that the District incurs major, unanticipated expenses
 - Examples: oil spill, response to pandemic, cyber attacks, ransom demands, legal expenses
 - Should BOE define a minimum balance for this purpose?

Non-Lapsing Account – SPED Expenses:

Why is it important to maintain a balance?

SPECIAL EDUCATION BUDGET AND EXPENDITURE HISTORY

SUMMARY BY OBJECT

OBJECT	2011-12			2012-13			2013-14			2014-15		
	APPROVED			APPROVED			APPROVED			APPROVED		
	BUDGET	EXPENDED	DIFFERENCE	BUDGET	EXPENDED	DIFFERENCE	BUDGET	EXPENDED	DIFFERENCE	BUDGET	EXPENDED	DIFFERENCE
111 CERTIFIED SALARIES	\$3,454,402	\$3,326,615	\$127,787	\$3,406,115	\$3,263,662	\$142,453	\$3,463,116	\$3,448,513	\$14,603	\$3,417,165	\$3,563,235	(\$146,070)
112 NON-CERTIFIED SALARIES	\$1,878,277	\$2,030,991	(\$152,714)	\$2,190,069	\$2,077,220	\$112,849	\$2,278,109	\$2,352,679	(\$74,570)	\$2,602,342	\$2,615,674	(\$13,332)
300 PROFESSIONAL SERVICES	\$104,756	\$254,402	(\$149,646)	\$168,428	\$270,999	(\$102,571)	\$266,272	\$155,445	\$110,827	\$139,645	\$198,600	(\$58,955)
322 STAFF TRAINING	\$6,100	\$8,539	(\$2,439)	\$6,100	\$15,435	(\$9,335)	\$8,600	\$10,713	(\$2,113)	\$8,600	\$6,688	\$1,912
430 EQUIPMENT RENTAL	\$22,304	\$22,347	(\$43)	\$36,244	\$23,493	\$12,751	\$37,331	\$39,298	(\$1,967)	\$37,331	\$47,035	(\$9,704)
500 CONTRACTED SERVICES	\$20,360	\$14,048	\$6,312	\$15,360	\$22,298	(\$6,938)	\$12,860	\$19,465	(\$6,605)	\$14,264	\$21,451	(\$7,187)
560 TUITION - OUT OF DISTRICT	\$958,915	\$1,221,374	(\$262,459)	\$1,225,326	\$1,734,422	(\$509,096)	\$1,958,127	\$1,889,945	\$68,182	\$1,988,341	\$2,173,375	(\$185,034)
580 STUDENT TRAVEL & STAFF MILEAGE	\$7,500	\$9,663	(\$2,163)	\$7,500	\$7,904	(\$404)	\$7,500	\$7,081	\$419	\$7,500	\$6,865	\$635
611 SUPPLIES	\$62,268	\$82,460	(\$20,192)	\$62,268	\$69,394	(\$7,126)	\$62,268	\$62,507	(\$239)	\$64,268	\$57,128	\$7,140
641 TEXTBOOKS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
734 EQUIPMENT	\$9,200	\$7,786	\$1,414	\$4,600	\$4,821	(\$221)	\$9,200	\$0	\$9,200	\$9,200	\$7,626	\$1,574
810 MEMBERSHIPS	\$0	\$0	\$0	\$1,000	\$1,590	(\$590)	\$1,000	\$1,947	(\$947)	\$1,000	\$1,912	(\$912)
	\$6,524,082	\$6,978,225	(\$454,143)	\$7,123,010	\$7,491,238	(\$368,228)	\$8,104,383	\$7,987,593	\$116,790	\$8,289,656	\$8,699,589	(\$409,933)

OBJECT	2015-16			2016-17			2017-18			2018-19		
	APPROVED			APPROVED			APPROVED			APPROVED		
	BUDGET	EXPENDED	DIFFERENCE	BUDGET	EXPENDED	DIFFERENCE	BUDGET	EXPENDED	DIFFERENCE	BUDGET	EXPENDED	DIFFERENCE
111 CERTIFIED SALARIES	\$3,655,221	\$3,680,555	(\$25,334)	\$3,903,185	\$3,842,698	\$60,487	\$3,985,931	\$3,924,966	\$60,965	\$3,995,524	\$3,848,919	\$146,605
112 NON-CERTIFIED SALARIES	\$2,624,504	\$2,625,950	(\$1,446)	\$2,821,343	\$2,865,881	(\$44,538)	\$3,034,269	\$2,946,707	\$87,562	\$3,125,491	\$3,067,312	\$58,179
300 PROFESSIONAL SERVICES	\$144,602	\$348,245	(\$203,643)	\$164,602	\$138,788	\$25,814	\$164,602	\$167,997	(\$3,395)	\$149,602	\$166,166	(\$16,564)
322 STAFF TRAINING	\$30,000	\$8,630	\$21,370	\$25,000	\$22,740	\$2,260	\$25,000	\$14,123	\$10,877	\$25,000	\$23,195	\$1,805
430 EQUIPMENT RENTAL	\$37,331	\$33,951	\$3,380	\$37,331	\$27,422	\$9,909	\$37,331	\$34,901	\$2,430	\$37,331	\$32,996	\$4,335
500 CONTRACTED SERVICES	\$15,860	\$36,847	(\$20,987)	\$25,000	\$15,113	\$9,887	\$25,000	\$17,283	\$7,717	\$25,000	\$47,644	(\$22,644)
560 TUITION - OUT OF DISTRICT	\$2,265,317	\$3,136,813	(\$871,496)	\$2,990,002	\$2,992,727	(\$2,725)	\$1,803,657	\$3,251,627	(\$1,447,970)	\$2,936,449	\$3,136,956	(\$200,507)
580 STUDENT TRAVEL & STAFF MILEAGE	\$7,500	\$8,955	(\$1,455)	\$8,300	\$7,508	\$792	\$8,300	\$8,383	(\$83)	\$8,300	\$11,970	(\$3,670)
611 SUPPLIES	\$59,268	\$58,872	\$396	\$64,138	\$62,533	\$1,605	\$67,388	\$55,130	\$12,258	\$67,388	\$70,551	(\$3,163)
641 TEXTBOOKS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
734 EQUIPMENT	\$9,200	\$5,252	\$3,948	\$9,200	\$14,469	(\$5,269)	\$9,200	\$9,200	\$0	\$9,200	\$14,002	(\$4,802)
810 MEMBERSHIPS	\$1,000	\$1,750	(\$750)	\$1,900	\$1,395	\$505	\$1,900	\$1,790	\$110	\$1,900	\$1,130	\$770
910 CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$100,000
	\$8,849,803	\$9,945,820	(\$1,096,017)	\$10,050,001	\$9,991,274	\$58,727	\$9,162,578	\$10,432,107	(\$1,269,529)	\$10,481,185	\$10,420,841	\$60,344

Should the Education Non-Lapsing Fund be used for SPED contingency?

- Will it continue to confuse people?
- Will it limit the amount that can be deposited in any one year?
- How can it be handled otherwise?
 - Special Education Reserve Fund maintained by the Town
- Consider writing policy to clearly delineate SPED “Self-Insurance” from Capital and Non-Recurring savings.

Education Non-Lapsing Fund Balance and Activity

<u>Year</u>	<u>Deposit</u>	<u>Expense</u>	<u>Balance</u>	<u>Use</u>
2013-14 Deposit 6/30/14	\$47,185	(\$4,800)	\$42,385	Security Bollards
2014-15 Deposit 6/30/15	\$12,909	(\$4,950)	\$7,959	IR Scan - HS Roof Project
2015-16 Deposit 6/30/16	\$2,533	\$0	\$2,533	none
2016-17 Deposit 6/30/17	\$97,942	\$0	\$97,942	none
2017-18 Deposit 6/30/18	\$276,038	(\$235,295)	\$40,743	HAW, MS A/C, SHS Lightening
2018-19 Deposit 6/30/19	\$328,772	\$0	\$328,772	
6 Year Total Since Inception	\$765,379	(\$245,045)	\$520,334	
Average per year	\$127,563			
Amount to be reserved for Special Education			\$63,000	
Amount reserved for General Non-Lapsing			\$457,334	
Total Balance Non-Lapsing Fund			\$520,334	0.67%

Current Budget \$78,104,410 2% \$1,562,088



March 12, 2020

Mr. Matthew Memoli,

Please see our Field Turf replacement and New Field Construction estimates for Newtown High School for 2021. Field Turf USA, Inc. is pleased to present the following proposal. Prices are based on the Capital Region Education Council (CREC) program. CREC provides pre-determined, preferential pricing through approved vendors. Since the products have already been bid at the national level, individual owners do not have to duplicate the formal bid process. Per AEPA IFB #012-C-Synthetic Turf.

Project	Price
Existing Field Replacement with Track Re-surfacing	\$775,000 - \$800,000
New Field Construction	\$1,075,000 - \$1,100,000

If both fields were completed at the same time there will be a savings of \$75,000 - \$100,000.

Please let me know if you have any further questions or need more clarification.

Sincerely,

Andrew J. Dyjak
Regional Vice President – New England



THE ULTIMATE
SURFACE EXPERIENCE

Tel: +1 860-333-7839

Email: Andrew.Dyjak@fieldturf.com



Date: October 2, 2019
To: Rick Spreyer, Purchasing Agent
From: Andrew Dyjak, Regional Vice President – New England
Phone: (860) 333-7839
Email: andrew.dyjak@fieldturf.com
Subject: **NEWTOWN HIGH SCHOOL REPLACEMENT**

FieldTurf USA, Inc. is pleased to present the following proposal. Prices are based on the **Capital Region Education Council (CREC) program**. CREC provides pre-determined, preferential pricing through approved vendors. Since the products have already been bid at the national level, individual owners do not have to duplicate the formal bid process. **Per AEPA IFB #012-C-Synthetic Turf**

No.	Description	Quantity	Units	Unit Price	Total
	Site Work				
1	Removal and disposal of existing turf	91,000	SF	.42	\$38,200
2	Fine Grade of Existing Base	91,000	SF	.16	\$14,560
3	Site Work Total				\$52,760
	Synthetic Turf				
4	Vertex Prime 2.5", 9.2lbs of infill per square foot	91,000	SF	\$4.79	\$435,890
5	End Zone Letters "NEWTOWN"	14	EA	\$1,050	\$14,700
6	Logo Allowance	1	LS	\$15,550	\$15,550
7	All Inlaid NFHS Markings	1	LS	\$22,000	DONATED
8	GMAX test at time of completion	1	LS	\$1,350	\$1,350
9	Synthetic Turf Total				\$467,490
	Track Re-surfacing				
10	BSS 100 with line striping	1	LS	\$176,550	\$176,550
11	Track Surfacing Total				\$176,550
12	Total Project Cost				\$696,800

EXCLUSIONS

- a) Any costs associated with necessary charges relating to the delineation of the field
- b) The supply of manholes or clean-outs or grates, or supply of the manhole covers
- c) Any alteration or deviation from specifications involving extra costs, which alteration or deviation will be provided only upon executed change orders, and will become an extra charge over and above the offered price.
- d) Unknown soil conditions
- e) All drainage tie-ins to be provided within the limits of the field
- f) Any ground water or unsuitable subgrade issues
- g) Site security
- h) Small vehicle to tow maintenance equipment
- i) Athletic equipment except listed above
- j) Permits or associated fees
- k) Taxes
- l) Union Labor

NOTES:

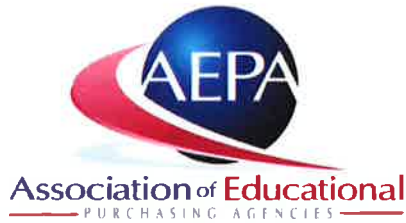
Notwithstanding any other document or agreement entered into by FieldTurf in connection with the supply and installation only of its product pursuant to the present bid proposal, the following shall apply:

- a) This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and *force majeure*;
- b) Final payment shall be upon the substantial completion of FieldTurf's obligations;
- c) FieldTurf requires a minimum of 21 days after receiving final approvals on shop drawings to manufacture, coordinate delivery and schedule arrival of installation crew. Under a typical field size and scenario, FieldTurf further requires approximately 28 days unencumbered access to the field to complete the field, subject to weather, other delays beyond the control of FieldTurf and *force majeure*.
- d) FieldTurf requires a suitable staging area. Staging area must be square footage of field x 0.12, have a minimum access of 15 feet wide by 15 feet high, and, no more than 100ft from the site. A 25 foot wide by 25 foot long hard or paved clean surface area located within 50 feet of the playing surface shall be provided for purposes of proper mixing of infill material. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles.
- e) This proposal is based on a single mobilization. If the site is not ready and additional mobilizations are necessary, additional charges will apply.
- f) FieldTurf shall be entitled to pursue all costs and expenses, including attorney fees, associated with collection procedures of payment of any past due invoice.
- g) All colors are to be chosen from FieldTurf's standard colors.
- a) The FieldTurf product carries an 8 year 3rd party insured warranty;

The price is valid for a period of 90 days. The price is subject to increase if affected by an increase in raw materials, freight, or other manufacturing costs, a tax increase, new taxes, levies or any new legally binding imposition affecting the transaction.

Newtown High School Replacement
October 2, 2019
Page 3 of 3

Please contact Eric Fisher if you have any questions or require additional information regarding FieldTurf's SmartBuy Program by phone at 888-209-0065 ext. 246 or via e-mail at Eric.Fisher@fieldturf.com. Be sure to visit our website at www.fieldturf.com.





Date: September 22, 2019
To: Rick Spreyer, Purchasing Director
From: Andrew Dyjak, Regional Vice President – New England
Phone: (860) 333-7839
Email: andrew.dyjak@fieldturf.com
Subject: **NEWTOWN HIGH SCHOOL - NEW FIELD**

FieldTurf USA, Inc. is pleased to present the following proposal. Prices are based on the **Capital Region Education Council (CREC) program**. CREC provides pre-determined, preferential pricing through approved vendors. Since the products have already been bid at the national level, individual owners do not have to duplicate the formal bid process. **Per AEPA IFB #012-C-Synthetic Turf**

No.	Description	Quantity	Units	Unit Price	Total
	Design				
1	Design, Permitting, Layouts, Construction Administration	1	LS	\$45,000	\$45,000
	Design Total				\$45,000
	Site Work				
2	Site work, drainage, erosion controls, site removals etc.	80,000	SF	\$6.95	\$556,000
3	Site Work Total				\$556,000
	Synthetic Turf				
4	Vertex Prime 2.5", 9.2 lbs. of infill per square foot	80,000	SF	\$4.79	\$383,200
5	All Inlaid NFHS Markings	1	LS	\$22,000	DONATED
6	GMAX test at time of completion	1	LS	\$1,350	\$1,350
	Synthetic Turf Total				\$384,550
7	Total Project Cost				\$985,550

EXCLUSIONS

- a) Any costs associated with necessary charges relating to the delineation of the field
- b) The supply of manholes or clean-outs or grates, or supply of the manhole covers
- c) Any alteration or deviation from specifications involving extra costs, which alteration or deviation will be provided only upon executed change orders, and will become an extra charge over and above the offered price.
- d) Unknown soil conditions
- e) Storm water management structures (Detention/Retention Basins, Water Quality Features)
- f) Supply or installation of suitable access to the project area for required material and equipment
- g) Supply or installation of any root zones, grasses or seeding
- h) Installation of concrete sidewalks, walkways, bleachers or curbs not listed above
- i) Rock excavation
- j) Retaining Walls
- k) All drainage tie-ins to be provided within the limits of the field
- l) Any ground water or unsuitable subgrade issues
- m) Site security
- n) Boring for utilities, electrical work, communications and conduit
- o) Small vehicle to tow maintenance equipment
- p) Athletic equipment except listed above
- q) Roadway improvements
- r) Asphalt paving / repair
- s) Once subgrade has been established, a proof roll will be performed to ensure structural stability of the soils; in the event that unsuitable soils are encountered, a price to remedy these areas can be negotiated based on recommended methods per project Engineer.
- t) Installation of junction boxes, gabions, concrete rip rap, storm drainage not related to the field construction, grate inlets and RCP.
- u) Relocation, removal and repair of existing utilities not limited to electrical conduits, power poles, water, sewer, gas, cable, telephone, owner placed conduits or communication feeds within the field of play
- v) Permits or associated fees
- w) Taxes
- x) Union Labor

NOTES:

Notwithstanding any other document or agreement entered into by FieldTurf in connection with the supply and installation only of its product pursuant to the present bid proposal, the following shall apply:

- a) This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and *force majeure*;
- b) Final payment shall be upon the substantial completion of FieldTurf's obligations;
- c) FieldTurf requires a minimum of 21 days after receiving final approvals on shop drawings to manufacture, coordinate delivery and schedule arrival of installation crew. Under a typical field size and scenario, FieldTurf further requires approximately 28 days unencumbered access to the field to complete the field, subject to weather, other delays beyond the control of FieldTurf and *force majeure*.

- d) FieldTurf requires a suitable staging area. Staging area must be square footage of field x 0.12, have a minimum access of 15 feet wide by 15 feet high, and, no more than 100ft from the site. A 25 foot wide by 25 foot long hard or paved clean surface area located within 50 feet of the playing surface shall be provided for purposes of proper mixing of infill material. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles.
- e) This proposal is based on a single mobilization. If the site is not ready and additional mobilizations are necessary, additional charges will apply.
- f) FieldTurf shall be entitled to pursue all costs and expenses, including attorney fees, associated with collection procedures of payment of any past due invoice.
- g) All colors are to be chosen from FieldTurf's standard colors.
- a) The FieldTurf product carries an 8 year 3rd party insured warranty;

The price is valid for a period of 90 days. The price is subject to increase if affected by an increase in raw materials, freight, or other manufacturing costs, a tax increase, new taxes, levies or any new legally binding imposition affecting the transaction.

Please contact Eric Fisher if you have any questions or require additional information regarding FieldTurf's SmartBuy Program by phone at 888-209-0065 ext. 246 or via e-mail at Eric.Fisher@fieldturf.com. Be sure to visit our website at www.fieldturf.com.



**NEWTOWN BOARD OF EDUCATION
SUMMARY - CAPITAL IMPROVEMENT PLAN
2021/22 TO 2025/26**

**For Discussion
by the BOE 4/9/20**

INITIAL FIVE YEARS

			Year 1	Year 2	Year 3	NO BONDING Year 4	Year 5	
CIP Item #	Location	Description of Project	2021/22	2022/23	2023/24	2024/25	2025/26	TOTALS
10	Hawley Elem.	Purchase unsightly House/land adjacent to school (1.06 acres)					\$477,000	
1	Hawley Elem.	Ventilation, HVAC Renovations	\$4,199,720	\$0				
8	Hawley Elem.	Generator - 80KW <i>(whole school reduced to essential components only)</i>				\$0	\$250,000	\$4,926,720
9	Middle Gate Elem	Energy Project window modifications				\$0	\$1,000,000	\$1,000,000
6	Head O'Meadow	Boilers, water heater, VFD & pump replacements with LED lighting			\$1,057,532	\$0		\$1,057,532
3	Reed Intermediate	Install high efficiency gas boilers & LED lighting conversion		\$1,539,894	\$0			\$1,539,894
4	Middle School	Engineering for ventilation and A/C renovations		\$300,000	\$0			
5	Middle School	Ventilation, HVAC, Auditorium, Media center, replace rooftop units '98			\$3,782,228	\$0		\$4,082,228
2	High School	Replace/restore stadium turf field & track <i>(11th year)</i>	\$795,000	\$0				
7	High School	Create turf practice field rear of school					\$1,100,000	
-	High School	Rear Practice fields facilities and storage <i>(moved back one year)</i>					\$0	
-	High School	<i>Use of Non-Lapsing Fund as project cost offset</i>						\$1,895,000
TOTAL COSTS OF ALL PROJECTS			\$4,994,720	\$1,839,894	\$4,839,761	\$0	\$2,827,000	\$14,501,375
TOTAL TO BE BONDED			\$4,994,720	\$1,839,894	\$4,839,761	\$0	\$2,827,000	\$14,501,375

Previous BOE approved CIP amounts (November 6, 2019)	\$4,712,000	\$1,752,730	\$4,565,812	\$2,000,000	\$2,504,000	\$15,534,542
Difference to previously approved plan	\$282,720	\$87,164	\$273,949	-\$2,000,000	\$323,000	-\$1,033,167

Eligibility for project inclusion on the CIP is that the cost must exceed \$200,000.
2017-18 Reimbursement rate 36.43%

**NEWTOWN BOARD OF EDUCATION
SUMMARY - CAPITAL IMPROVEMENT PLAN
2026/27 TO 2030/31**

Construction inflation estimate 6.0%

**For Discussion
by the BOE 4/9/20**

SECOND FIVE YEARS

			Year 6	Year 7	Year 8	NO BONDING Year 9	Year 10	
CIP Item #	Location	Description of Project	2026/27	2027/28	2028/29	2029/30	2030/31	TOTALS
	Hawley Elem.	Classroom renovations '21 section (ceilings, lighting, floors, etc.) Purchase unsightly House/land adjacent to school (1.06 acres) Repave entire parking lot, curbing, sidewalks Elevator to café	\$0 \$318,000	\$1,011,240 \$0	\$0 \$1,378,000	\$0 \$0		\$2,707,240
	Sandy Hook							\$0
	Middle Gate Elem	Repave entire parking lot, curbing, sidewalks Complete kitchen renovation		\$1,378,000	\$0 \$397,500	\$0		\$1,775,500
	Head O'Meadow	Gas and water lines to school- Replace/update A/C Re roofing/restoration	\$3,180,000	\$0 \$2,696,640	\$6,179,800 \$0	\$0		\$12,056,440
	Reed Intermediate	Repave entire parking lot, curbing, sidewalks Re roof entire building (solar remove & reinstall \$225K)	\$3,710,000	\$2,120,000 \$0	\$0			\$5,830,000
	Middle School	Repave entire parking lot, curbing, sidewalks Window replacements (front of building) Library and science lab renovations Complete kitchen renovation	\$795,000	\$3,710,000 \$0	\$1,685,400 \$0	\$0	\$1,000,000	\$7,190,400
	High School	Re roofing/restoration HVAC equipment replacements Fuel Cell Athletic/Stadium field house and storage Rear Practice fields facilities and storage <i>(moved back one year)</i>	\$2,921,360 \$898,880 \$954,000 \$0	\$0 \$0 \$1,685,400	\$0	\$0	\$5,300,000	\$11,759,640

TOTAL COSTS OF ALL PROJECTS	\$12,777,240	\$12,601,280	\$9,640,700	\$0	\$6,300,000	\$41,319,220
TOTAL TO BE BONDED	\$12,777,240	\$12,601,280	\$9,640,700	\$0	\$6,300,000	\$41,319,220

**NEWTOWN BOARD OF EDUCATION
SUMMARY - CAPITAL IMPROVEMENT PLAN
2021/22 TO 2025/26**

**For Discussion
by the BOE 4/9/20**

Notes:

- 1 All projects (with four exceptions) have been moved forward by one year with a 6% construction inflation factor added to the previously approved plan.
- 2 HAW Generator cost has been reduced from \$1Million down to \$250,000 for a reduced capacity (not entire building).
- 3 Rear practice field facilities and storage was moved back for one year with the same estimated pricing.
- 4 It is recommended that the HOM gas line installation be stricken as it is unlikely this would ever be a BOE expense.
- 5 It is recommended that the NHS fuel cell be stricken as it would likely be funded by an incentive program, and space will be an issue.
- 6 Year four of this plan represents last years year five for which the Town had decided that "No Bonding" would occur, those two projects moved to year five.
- 7 Year nine will represent the next five year of no bonding. The HS HVAC equipment replacement was consequently moved to year ten.
- 8 A \$0 represents where the project was in the Board's November 6, 2019 approved CIP.
- 9 A line has been added to the HS projects in consideration of proposing partial project funding by use of the Non-Lapsing Account.

Other considerations:

- A NHS rooftop HVAC - This can be a phased project, one wing per year. (HS has 6 wings, may be a tall order to get all done in one summer).
- B The large paving projects should include repair, replacement and upgrade of drainage pipes and catch basins.
- C NHS Natatorium (pool) renovation - floor tiles, lighting, pool equipment.
- D All schools - restroom renovations - tile, fixtures, piping, partitions.
- E Reed - school is coming on 20 years old, we should start thinking about HVAC equipment.