

**THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF FINANCE**

The Board of Finance held a regular meeting on Thursday, March 28, 2019 in the Council Chamber in the Municipal Building, 3 Primrose Street, Newtown, CT. Chairman Gaston called the meeting to order at 7:34pm.

**Present:** Jim Gaston, Keith Alexander, Ned Simpson, Sandy Roussas, Mark Boland

**Absent:** Keith Alexander, Steve Hinden

**Also Present:** First Selectman Dan Rosenthal, Finance Director Bob Tait,

**Voter Comment – None**

**Communications – None**

**Minutes – S. Roussas moved to approve the minutes of the 3/11/19 meeting. N. Simpson seconded, motion unanimously approved. One abstain (Roussas)**

**First Selectman's Report** – First Selectman Rosenthal reported that the Legislative Council will be voting on the budget 4/3. The LC is following the BOS decision to engage in dispute resolutions regarding the contract with the construction manager and architect for the Community Center/Senior Center. The process starts with mediation.

The Board of Fire did prepare a written explanation regarding the paid day time driver. First Selectman Rosenthal was satisfied with the proposal and it will move forward in the budget to the LC.

**Finance Directors Report** – Bob Tait provided the grand list component indicators and a table of a components of various towns grand lists (Attachment A).

**NEW BUSINESS**

**Transfer:** First Selectman Rosenthal explained that at present there is \$43,000 left in the project. The Public Building and Site Commission can only approve bills if there is budget capacity. There are three steel headers that was not designed for the four partitions. We still have to buy three steel beams and have them installed before the partitions can be installed. The partitions have been budgeted but the steel cost was not. Total change order is \$119,000. The steel takes three weeks to fabricate but First Selectman Rosenthal was able to authorize the fabrication with the funding available to avoid delay. They can't rule out that there will not be another change order but there are no glaring deficiencies that need to be addressed. There are items that were not in the scope as designed such as the external grease traps and a booster pump. We will still have \$170,000 left from here until the building is completed but still have to resolve the day two items.

**S. Roussas moved to transfer a total of \$248,457 from various accounts to Capital \$167,293 and Contractual Services \$81,164 as represented in attachment dated 3/15/19 (attachment B). N. Simpson seconded.**

To make sure they are not going to have the same issues with the Police Department project they will value engineer the project. The difference will be is that until it has the proper contingency and all the bids are in they are not going to break ground. The project is also more cost effective because there is already a building and most of the site work is done. Motion unanimously approved.

**Voter Comments – None**

**Announcements – None**

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Having no further business, the meeting was adjourned at 8:13PM

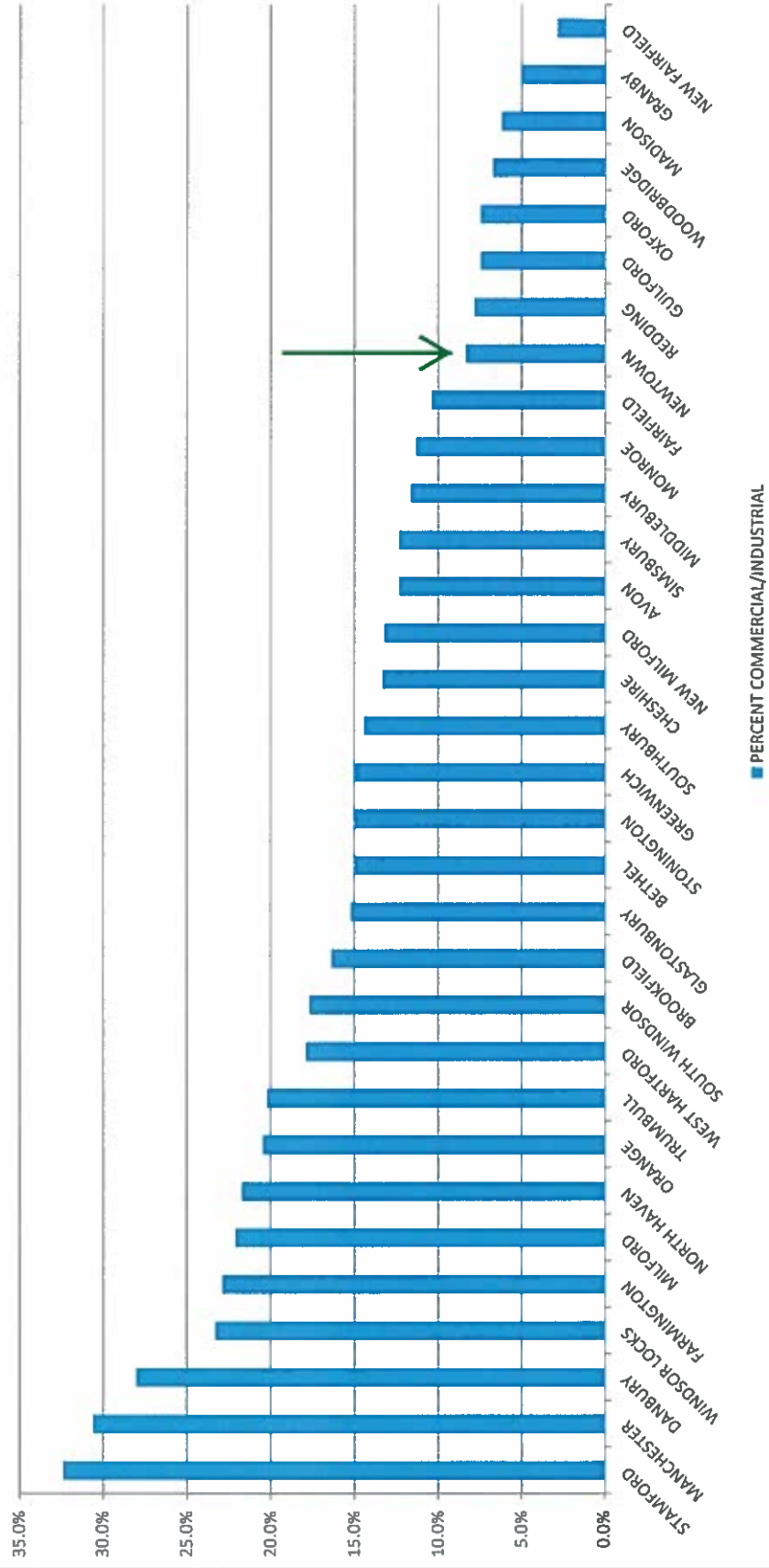
Respectfully submitted,  
Arlene Miles, Clerk

Attachment H

TOWN OF NEWTOWN											
GRAND LIST COMPONENT INDICATORS - USING THE MUNICIPAL FISCAL INDICATORS JANUARY 2019 (STATE OF CT REPORT)											
In The Immediate Vicinity Same Moody's Bond Rating District Reference Group B	i.	ii.	iii.	1-Oct-16 Grand List Assessment	Residential	Comm'l/ Indust'l/ Pub Util	Motor Vehicle	Personal	Other		
STAMFORD	ii.			\$ 19,946,772,756	54.0%	32.4%	4.8%	6.4%	2.4%		
MANCHESTER	ii.			\$ 4,120,715,003	49.9%	30.6%	8.3%	10.0%	1.1%		
DANBURY	i.			\$ 7,364,955,037	54.0%	28.0%	7.5%	8.5%	1.9%		
WINDSOR LOCKS				\$ 1,361,693,145	41.8%	23.3%	13.2%	20.7%	1.0%		
FARMINGTON			iii.	\$ 3,664,452,661	62.0%	22.9%	6.4%	7.9%	0.8%		
MILFORD	ii.			\$ 6,711,091,518	64.0%	22.1%	5.8%	7.0%	1.0%		
NORTH HAVEN	ii.			\$ 2,915,977,482	60.7%	21.7%	7.5%	9.8%	0.3%		
ORANGE			iii.	\$ 1,987,789,440	62.7%	20.5%	6.8%	7.9%	2.0%		
TRUMBULL			iii.	\$ 4,699,134,515	66.9%	20.2%	6.1%	6.3%	0.6%		
WEST HARTFORD			iii.	\$ 6,287,130,391	71.4%	17.9%	6.8%	3.4%	0.5%		
SOUTH WINDSOR			iii.	\$ 2,746,971,649	60.3%	17.7%	8.2%	12.4%	1.4%		
BROOKFIELD	i.			\$ 2,254,042,439	69.2%	16.4%	6.6%	6.1%	1.8%		
GLASTONBURY			iii.	\$ 3,994,770,508	71.4%	15.2%	7.6%	4.7%	1.1%		
BETHEL	i.			\$ 1,970,705,200	67.0%	15.0%	7.3%	8.5%	2.1%		
STONINGTON	ii.			\$ 2,677,711,194	72.7%	15.0%	5.4%	4.4%	2.6%		
GREENWICH			iii.	\$ 32,687,221,764	80.3%	14.9%	2.4%	2.0%	0.3%		
SOUTHBURY	i.			\$ 2,149,092,736	70.8%	14.4%	7.4%	5.7%	1.7%		
CHESHIRE			ii.	\$ 2,836,558,966	70.7%	13.3%	8.8%	6.5%	0.7%		
NEW MILFORD	i.			\$ 2,970,724,762	67.5%	13.2%	7.5%	7.2%	4.5%		
AVON			iii.	\$ 2,643,345,590	76.3%	12.3%	6.8%	4.4%	0.2%		
SIMSBURY			iii.	\$ 2,294,599,553	73.9%	12.3%	8.3%	4.2%	1.3%		
MIDDLEBURY			ii.	\$ 946,997,792	72.9%	11.5%	7.1%	5.4%	3.0%		
MONROE	i.			\$ 2,180,868,033	75.2%	11.3%	7.7%	4.4%	1.4%		
FAIRFIELD			iii.	\$ 10,899,051,777	81.1%	10.4%	4.8%	2.9%	0.8%		
NEWTOWN	i.			\$ 3,165,851,634	77.5%	8.3%	7.7%	4.4%	2.1%		
REDDING	ii.			\$ 1,634,133,333	80.3%	7.8%	5.5%	4.3%	2.1%		
GUILFORD			iii.	\$ 3,112,811,120	83.0%	7.4%	6.1%	3.0%	0.6%		
OXFORD	i.			\$ 1,498,546,100	73.8%	7.4%	8.0%	8.0%	2.8%		
WOODBURGE			iii.	\$ 1,145,976,790	80.5%	6.7%	7.3%	4.3%	1.3%		
MADISON			iii.	\$ 2,898,114,462	85.0%	6.2%	5.7%	2.1%	1.1%		
GRANBY			iii.	\$ 982,598,080	81.8%	5.0%	9.2%	2.6%	1.3%		
NEW FAIRFIELD	i.		ii.	\$ 1,598,888,553	88.7%	2.8%	7.1%	1.3%	0.0%		

Note: for purposes of this chart, commercial property includes apartments. "Other" consists of vacant land, use assessment property and 10 mill forest land.

## PERCENT COMMERCIAL/INDUSTRIAL



Attachment B

**TOWN OF NEWTOWN  
APPROPRIATION (BUDGET) TRANSFER REQUEST**

FISCAL YEAR **2018 - 2019** DEPARTMENT **First Selectman** DATE **3/16/2019**

FROM:	Account	Amount	
	1-101-11-150-5110-0000SALARIES & WAGES - FULL TIME	PURCHASING (5,000)	USE NEGATIVE AMOUNT
	1-101-11-140-5110-0000SALARIES & WAGES - FULL TIME	TAX COLLECTOR (20,000)	
	1-101-11-190-5110-0000SALARIES & WAGES - FULL TIME	TAX ASSESSOR (4,000)	
	1-101-12-310-5110-0000SALARIES & WAGES - FULL TIME	POLICE (35,000)	
	1-101-12-340-5110-0000SALARIES & WAGES - FULL TIME	ANIMAL CONTROL (10,000)	
	1-101-15-490-5110-0000SALARIES & WAGES - FULL TIME	LAND USE (30,000)	
	1-101-13-510-5681-0000SALT	WINTER MAINT (60,000)	
	1-101-13-515-5110-0000SALARIES & WAGES - FULL TIME	TRANSFER STA (5,000)	
	1-101-13-500-5110-0000SALARIES & WAGES - FULL TIME	HIGHWAY (33,457)	
	1-101-13-500-5220-0000SOCIAL SECURITY CONTRIBUTIONS	(10,000)	
	1-101-13-650-5110-0000SALARIES & WAGES - FULL TIME	PARKS & REC (25,000)	
	1-101-11-740-5110-0000SALARIES & WAGES - FULL TIME	ECONOMIC DEV (3,000)	
	1-101-18-580-5860-0000BOND PRINCIPAL	DEBT SERVICE (8,000)	
	1-101-13-500-5749-0000CAPITAL	HIGHWAY 167,293	
TO:	1-101-13-500-5505-0000CONTRACTUAL SERVICES	HIGHWAY 81,164	USE POSITIVE AMOUNT

## REASON:

Additional infrastructure costs (change orders) on the community center/senior center project to be charged to public works.

This will effectively free up funds for a change order proposal to install the structural steel for support of the operable partitions and nanawall and all associated rework required for work already in place in the amount of \$119,495 (the structural steel was not included in the shop drawings). This will also free up funds for significant rental charges- relating to heating the building structure during the cold weather. Plus any other required change orders yet to surface.

## AUTHORIZATION:

date:

DEPARTMENT HEAD

(1)

FINANCE DIRECTOR

(2)

SELECTMAN

(3)

BOARD OF SELECTMEN

(4)

BOARD OF FINANCE

(5)

LEGISLATIVE COUNCIL

(6)

AUTHORIZATION SIGN OF &gt;&gt;&gt;&gt;WITH IN A DEPT&gt;&gt;&gt;&gt;LESS THAN \$50,000&gt;&gt;&gt;&gt; (1), (2) &amp; (3) SIGNS OFF; MORE THAN \$50,000&gt;&gt;&gt;&gt; (1), (2), (3) &amp; (5)

FIRST 336 DAYS &gt;&gt;&gt;&gt;ONE DEPT TO ANOTHER&gt;&gt;&gt;&gt;LESS THAN \$200,000&gt;&gt;&gt;&gt;ALL EXCEPT (6); MORE THAN \$200,000&gt;&gt;&gt;&gt;ALL SIGN OFF

&gt;&gt;&gt;&gt;(1), (2), (3), (5) &amp; (6)

ANY AMOUNT FROM CONTINGENCY&gt;&gt;&gt;&gt; ALL SIGN OFF

AFTER 336 DAYS

3/18/19

3/18/19

3/28/19

		Newtown Community Center/Senior Center	
		Additional infrastructure costs to be charged to Public Works (by transfer):	
	<u>CO</u>	<u>Description</u>	<u>Amount</u>
	10	Grease traps at building exterior	42,345
	10	Water main to Simpson street	41,406
	10	Booster pump and filter	53,418
	14A	Fire pump strainer	30,124
	15	Temporary heating costs due to schedule delay (rental of heaters)	81,164
			248,457
		Transfer from:	
		Purchasing - salaries & wages	5,000
		Tax collector - salaries & wages	20,000
		Tax assessor - salaries & wages	4,000
		Police - salaries & wages	35,000
		Animal control - salaries & wages	10,000
		Land use - salaries & wages	30,000
		Transfer station - salaries & wages	5,000
		Highway - salaries & wages	33,457
		Highway - social security contributions	10,000
		Winter Maintenance - salt	60,000
		Parks & recreation - salaries & wages	25,000
		Economic development - salaries & wages	3,000
		Debt service - principal	8,000
			248,457
		Transfer to:	
		Highway - capital	167,293
		Highway - contractual services	81,164
			248,457

Sandy Hook, CT  
New York, NY  
Boston, MA  
Morristown, NJ

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caldwellandwalsh.com  
info@caldwellandwalsh.com



*Imagine  
it  
simple*

March 14, 2019

Town of Newtown  
3 Primrose St  
Newtown, CT 06470

*Imagine  
it  
done*

Attn: Robert Mitchell

Re: Newtown Community Center and Senior Center  
Project No. CT 2900  
Contemplated Change No. 109

*Let us  
get you  
there*

Dear Bob,

As you know, we have recently submitted the change proposal to install the structural steel for support of the Operable Partitions and NanaWall and all associated rework required for work already in place in the amount of \$119,495. Per your request, the breakdown of this cost for the Community Center and Senior Center is as follows:

- Community Center: \$68,542
- Senior Center: \$50,953

Please let me know if you need any additional information.

Very truly yours,

Joseph Giacobbe  
Project Manager

Approved

Date

\_\_\_\_\_  
Robert Tait

CC: Rusty Malik, Quisenberry, Arcari, & Malik

NEWTOWN COMMUNITY CENTER/SENIOR CENTER PROJECT BUDGET	
	Budget
<b>Soft Project Costs:</b>	
Owners representative	209,622
Construction manager pre-construction	41,000
Architect pre-construction	66,750
Architect - construction	1,005,000
Environmental	22,506
Testing (soil and other materials)	185,000
Sports facilities advisory	31,848
Clerk of the works	41,048
Fees & professional services (land survey et.)	46,147
Misc	9,691
Total Soft Project Costs	1,658,612
<b>Hard Project Costs:</b>	
General Conditions	935,716
Sitework	1,287,300
Landscaping	128,720
Concrete	605,418
Masonry	1,120,333
Structural steel	1,141,178
Millwork	160,900
Roofing	831,000
Exterior insulation & finish system	190,000
Doors/frames/hardware	179,379
Glazing	625,418
Drywall	1,013,826
Acoustical ceiling	124,652
Tile	326,500
Flooring	184,700
Interior painting	163,155
Operable partitions	59,800
Toilet partitions & shower stalls & accessories	76,350
Locker room specialties	58,548
Kitchen equipment	123,288
Pools	952,319
Sprinkler	218,000
Plumbing	948,785
HVAC	2,163,400
Electrical/fire alarm	1,092,899
Dewatering allowance	40,000
Unforeseen soil conditions	180,000
Winter conditions allowance	155,000
Snow removal allowance	10,000
Loose lintels allowance	10,000
Blocking allowance	10,000
Misc specialties allowance	97,376
Structural revisions	9,352
Roofing changes	(10,814)
Delete exterior toilets	(17,000)
Delete front exterior patios	(15,154)
Delete depressed slabs/add flr box	1,001
CM contingency (general trades)	150,000
CM fee (2%)	306,627
CM liability insurance (1%)	156,380
Total Project Hard Costs	15,794,352
<b>Total Soft &amp; Hard Project Costs Before Change Orders</b>	
	17,452,964





<b>Change Order Detail:</b>		
#01:		
Locker room footing additions		15,942
#04:		
Pool pump plt, tank slab		30,380
#06:		
Allowance overages		29,075
#08:		
Fire pump ventilation		16,888
Unable to use aluminum 900MCM feeders		13,173
Move tele/data to construction costs, and switches		87,004
T & M Interior work for grease traps		14,291
		131,356
#10:		
Delete front patios		(13,826)
Roof parapet changes at pool and MP rooms		49,890
Lighting VE resolution		30,923
CO2 fill line and dry chlorine system		7,789
Procoat on inside of pool duct		8,222
Revised topsoil and seeding price from earthworks		(73,720)
(2) grease traps at building exterior		42,345
Booster pump and filter		53,418
water main to simpson st		41,406
		146,447
#11:		
Drainage below cultec units		8,831
Rejected HVAC VE		21,430
T & M conflicts in installation of site utilities thru 9/4		21,595
Insulclad doors throughout		83,831
Credit to delete sunshade louver at pool		(38,135)
Reduce to F & I qty 22 site lights (bases only)		(6,930)
Math error on glazing GMP amount		(10,000)
Duplicate add of patio piping to plumbing amount		(8,793)
Deck support at locker room CMU walls		15,566
Roofing changes to sarnafil .060 fleeceback at pavillions		12,136
CC kitchen changes		29,108
		128,639
#12:		
Precast coping at pool edge in lieu of cast in place		5,110
Additional insulations at EIFS		6,025
EIFS bid vs allowance		10,269
Senior center lobby roof support		25,879
Added RTU support steel		3,896
ACT grid changes		(1,982)
Delete ceilings in mechanical/electrical and filter rooms		(2,900)
Re-bid tile and flooring		(16,200)
Structural support at main entry overhang		18,217
Delete outriggers and shorten overhangs		(7,588)
Window SF-29 changes		3,839
Pool railing size increase		6,143
		50,708

Change Order Detail Continued:	
#14:	
Delete legacy wall sculpture	(15,254)
Misc specialties allowance	38,148
CFMF support for pool entry canopy steel	736
Glass tinting in the pool	4,005
Painting changes, add chair rail, etc in consolidated set	33,670
Pool drain piping RFI	1,126
Relocate storm drainage and add yard drain	7,288
Added wall hydrants at rear of building	4,732
No concrete encasement required for UG electrical	(4,560)
Upcharge for tmemec at pool sprinkler pipes	3,999
Pool roof overhang blocking - above allowance	3,098
Window blocking at storefront SF12 and cast stone	5,148
Revised sound/AV package - In wall conduit & boxes only	5,798
Temporary wrapping of bldg entrances due to steel changes	9,877
	97,811
#14A:	
Fire pump strainer	30,124
#15:	
Swinging door at reception desk, power for monitor	1,987
Vestibule lobby details	3,057
New manhole covers at existing to remain	970
NEMA rated CO2 solenoid valve	1,024
Emergency telephone in pool	1,711
T & M conflicts in installation of site utilities - sept on	16,230
Temporary heating costs due to schedule delay	81,164
	106,143