

Newtown Board of Education Virtual Meeting
CIP/Facilities/Finance Sub-Committee Minutes
March 11, 2021, 5:30 p.m.

Call to Order: The BOE CIP Sub Committee meeting was called to order at 5:35 by Mrs. Leidlein.

Participants: Debbie Leidlein, Sub Committee & Board Member, Deborra Zukowski, Sub-Committee & Board Member, Tanja Vadas, Director of Business, Robert Gerbert, Director of Facilities, Dr. Lorrie Rodrigue, Superintendent
Absent: Dan Delia, Sub Committee Chair

Pledge of Allegiance

Item 1 Approval of December 9, 2020 and January 14, 2021 BOE CIP Sub Committee Minutes

Mrs. Leidlein made a motion to approve the minutes of December 9, 2020. Mrs. Zukowski moved the motion. Mrs. Leidlein seconds the motion. All in favor. Motion passes unanimously for the minutes of December 9, 2020.

Mrs. Leidlein stated she was not present for the January 14, 2021 Sub Committee meeting. Therefore, due to not enough Sub Committee members present, the January 14, 2021 minutes could not be approved. These minutes have been tabled until the next Sub Committee meeting.

Item 2 Municipal Building Committee

Mr. Gerbert stated this committee is ramping up and has been established. Ned Simpson from the Board of Finance is the Chair of the group. Mr. Gerbert mentioned some of the members on the committee, Fred Hurley, Allen Adriani, Zack Marchetti, Mrs. Leidlein, Ms. Zukowski. The first meeting is March 24th. The first task will be to evaluate all school and town buildings, put together a planning document which would include; inventory of buildings that includes equipment in buildings, and approximate age. He said there may be a possibility of including a cost estimate on each building so that the committee could start to plan accordingly when adding items whether on the CIP or within operating budgets.

Dr. Rodrigue asked Mr. Gerbert how long did he anticipate this committee will take.

Mr. Gerbert stated he asked Mr. Simpson if this was something on-going which Mr. Simpson stated at some point it will come to a conclusion. Mr. Gerbert thought possibly in the fall.

Mrs. Vadas asked what he meant by addressing inventory.

Mr. Gerbert stated mechanical equip. roofs, doors, HVAC etc. A lot of core building systems that are the most expensive.

Item 3 HOM Lighting Project

Mr. Gerbert stated this has now progressed with a target start date of March 22nd. He stated the work would be completed at night once students leave from 4pm to 10pm. Hopefully they will finish up by mid to late April.

Mrs. Leidlein asked if it would take a month.

Mr. Gerbert stated he is hoping to complete the project in 4-6 weeks and with the April break it should line up with finishing at that time.

Ms. Zukowski wanted a clarification on the project in regards to being estimated at just under \$90K and that it will be pulled off the CIP, and if so did it go well.

Mr. Gerbert stated yes.

Ms. Zukowski stated on the CIP it says the \$425K for year one for Head O'Meadow is called VFD & Pump Replacement in addition to the lighting and she asked if there was anything left in year 1 for Head O'Meadow.

Mr. Gerbert stated no, originally that was bundled together with the boilers and then split on the CIP. The VFDs and pumps will be part of the boiler work. He further said this project is strictly lighting that will start on March 22nd.

Ms. Zukowski then asked if there would be an increase in the \$425K that the boiler and water heaters had for year 2 on the CIP.

Mr. Gerbert stated no, the \$425K will cover the boilers, pumps and VFDs.

Item 4 Reed Lighting/Boiler Project

Mr. Gerbert stated Reed was still in the works. Greenleaf Energy which was selected for Head O'Meadow did the lighting audit for Reed which is included in the attached document. We had this at \$1.5M on the CIP. Greenleaf has the lighting project cost at just under \$400K with anticipated rebates. With the rebates it could bring the lighting portion down to \$260K.

Greenleaf is still crunching numbers on the heating side. Mr. Gerbert said we will be well shy of the \$1.5M. The heating side could be around \$500K. Greenleaf has the lighting rebate at \$95K and we may add \$60-\$70K more on top of that, so probably a rebate closer to \$160K coupled with the heating project. We might be able to have this job all in after rebates at \$700-\$800K. He indicated that it will be very favorable with the taxpayers.

Item 5 Year-to-Year Maintenance Needs Discussion

Mr. Gerbert stated that this was an item that the Sub Committee Chair, wanted to discuss.

Ms. Zukowski stated this is a follow up from a conversation with a concern around the how maintenance is being done right now and that the amount of maintenance needed may not be able to be done as necessary in order to keep things in good condition.

Mr. Gerbert stated he was just trying to express a need and if there is more money available to spend for facilities in order to try to catch up on deferred maintenance. He said he understands the crunch of a budget while trying to be aware of the taxpayers.

Ms. Zukowski asked if there is any way to expand the 5 year plan to cover the operational side of maintenance expenses per site.

Mr. Gerbert stated we can certainly work on that and having this good municipal committee with more people and more eyes to address these pressing needs. He stated the timing could not be better at putting this committee together.

Mrs. Leidlein asked if he had some examples of urgent projects that would be put to the top of this list.

Mr. Gerbert stated for example, with the Middle School, there is aging roof top units, and at the High School, Reed and Head O'Meadow, we have some aging building controls systems.

Dr. Rodrigue stated giving credence to school buildings for example, where Hawley would fall if someone was looking across a scope of something really old as opposed to ventilation. How will that play a role in that Committee.

Mr. Gerbert stated hopefully we get a good conversation going and try to work off the facts.

Ms. Zukowski asked does legislation set requirements for HVAC and will we be including that in our research.

Mr. Gerbert said he doesn't know if we will get into that level of detail because that is more operational. He also said the hard part of this committee is that there is a lot of stuff that needs to get done and we are both fighting the same battle.

Dr. Rodrigue stated she did not think prioritizing is a good point, and was under the impression it is more about what we have in inventory across the municipality and schools. From there it lends credence to when you are going to put something in a CIP, with either side you have the argument.

Mr. Gerbert stated this will say a lot for when we go forward in the future.

Item 6 Financial Update Including COVID Expenses

Mrs. Vadas talked about the Cyber Liability Policy. As of June 30th, CIRMA will no longer carry the cyber liability policy. Corvus (information attached) has the same policy with 3 levels of coverage; \$1M for liability with a \$10K deductible, level 2 would be \$2M liability with a 10K deductible or level 3 at \$3M liability with a \$15K deductible. The level 1 policy could take effect on March 15th with the cost at \$20,740.

Mrs. Vadas stated the Town has agreed to begin their policy in March. She said she would like to recommend the level 1 policy for the \$20,740 to the Board of Education. Quotes are only good through next week and stated there is a very quick turnaround.

Mrs. Leidlein asked what the cost was for the Cyber Liability in our current policy,

Mrs. Vadas stated this portion was included with our CIRMA LAP policy so you can't really break out the costs.

Ms. Zukowski asked how often we renew our CIRMA policy.

Mrs. Vadas stated every year.

Ms. Zukowski stated maybe we could pass this onto the full board if time is of the essence.

Mrs. Leidlien stated whether or not it requires board approval we should discuss this with the Chair of the Board.

Ms. Zukowski said it would be good to have a sense of what the reduced cost of our policy would be without this cyber liability policy included.

Mrs. Vadas said she would try to reach out to get that answer.

Dr. Rodrigue asked Mrs. Vadas if she has checked with other districts as she would be interested to see what other districts are doing. She also stated we should reach out to other districts to see if they have additional information and she would add it to the next BOE agenda.

Mrs. Vadas then moved on to the financial update. She stated there is a change from last month. We incurred an additional \$33K so our new balance for February is a -\$87,423 from last month when we were at \$55K. She said the largest change was in our salary account with about \$100K

that went down. A positive offset was in Other Purchased Services with an additional \$45K, and Supplies with an additional \$40K. She said other accounts were small and the total was about \$22K.

Mrs. Vadas further discussed more detailed accounts and also going through encumbrances and balances.

Ms. Zukowski stated we were expecting to get \$1.8M on the Excess Cost Grant but instead we are getting \$170K less than that.

Mrs. Vadas stated our budget was \$1.8M and our December projection was \$1.479M, so March came in a bit higher from budget to what we anticipate is \$267K less. She said the approved budget is based on what we put in for last year. The \$1.8M was built on a certain amount of expenses. When the rate goes down the expenses goes down.

Ms. Zukowski and Ms. Vadas then discussed the SpEd contingency and the transferring of funds.

Ms. Vadas talked further about contracted services where our cafeteria fund is. She said we included a full year estimate and had a meeting with Whitsons. They presented what they thought what the full year loss would be. She said we accrued a little bit of profit at the High School. The other schools are still losing quite a bit of money due to the not having the revenue to offset the cost. She further said she accrued an additional \$74K to bring the total loss of the lunch program for the full year to \$324K. This is happening all over with other districts. She has a good forecast in place and does not anticipate a change for the balance of the year.

She said with Transportation she tightened the belts in encumbrances. She stated she increased the balance by \$50K.

Mrs. Vadas stated Virtual Net Metering has been a proven winner, and she is anticipating over a \$350K balance right now.

Ms. Zukowski asked about the virtual net metering and if it was included within the Object code 600 Supplies...

Mrs. Vadas stated yes.

Ms. Zukowski asked if it is not pulled out in terms of other revenue.

Mrs. Vadas said no it is not revenue it is credits.

Mrs. Vadas talked about COVID expenses (see attached). She stated there has not been much of a change with COVID expenses. She indicated she has looked at encumbrances for technology and the number could shift a bit. She stated the anticipated column has gone down, which is still at \$2.4M in COVID expenses. The grant offset was \$380K and the Town total offset was \$565K. There is a potential total savings of \$764K. She will continue to monitor and will adjust the potential savings up or down. She indicated with expenses she hasn't seen anything new in about a month or two.

Mr. Gerbert stated that facilities seemed to be pretty good with supplies, except for wipes. The High School and Middle School go through a lot of wipes due to changing classes all day.

Mr. Gerbert said if we have to spend another \$25K for the rest of the year that would probably be the last of it. He said we are stocked up on sanitizer and disinfect spray.

Dr. Rodrigue said she is not worried about COVID expenses such as wipes, PPE as we will be getting another rendition of funds. She stated she has a good estimation provided by the CAPSS organization for every district but would not elaborate on that any further.

Mr. Gerbert stated for the supplies that we do need we can get them pretty quickly. Shipments usually come next day service so there are no concerns.

Adjournment:

Mrs. Leidlein made a motion to adjourn the meeting. Mrs. Zukowski moved the motion. Mrs. Leidlein seconds the motion. All in favor. Motion passes and the meeting was adjourned at 6:30 pm.

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 Virtual Meeting
CIP/Facilities/Finance Sub-Committee Minutes
December 9, 2020, 6:00 p.m.

Call to Order: The BOE CIP Sub Committee meeting was called to order at 6:00 pm by Mr. Delia.

Participants: Dan Delia, Chair, Sub-Committee, Tanja Vadas, Director of Business, Robert Gerbert, Director of Operations, Deb Zukowski, Sub-Committee & Board Member, Debbie Leidlein, Sub-Committee & Board Member, Allen Adriani, Sustainable Energy Committee, Keith Alexander, Board of Finance

Pledge of Allegiance

Item 1 Approval of November 11, 2020 BOE CIP Sub Committee Minutes

Ms. Zukowski moved to approve the minutes of November 11, 2020. Mr. Delia seconds the motion. Mrs. Leidlein abstained. All in favor. Motion passes.

Item 2 Discussion of CIP/Hawley

Mr. Gerbert stated he updated the CIP based on the Board of Finance meeting of November 30th (attached).

Ms. Zukowski asked Mr. Gerbert if there is a regulation or statute which requires airflow respective of air quality that we have to meet for the project. Mr. Gerbert stated there are codes that are governed such as ventilation international construction codes, ICC, and mechanical codes and the guidelines are specific to ventilation. He said the path we are going is the prescriptive method with air quality tests and study. With this method you use the data numbers to provide data for determining more or less ventilation.

Mr. Delia asked Mr. Alexander to speak of the \$8M number and how that number went from \$6M to \$8M for the project.

Mr. Alexander said the number the Board of Finance concurred from the Architect at the meeting before Thanksgiving was \$7.1M. At the November 30th BOF meeting the idea was to add a bit more since there could be potentially other things to increase the cost. The concept was putting in the \$8M for the BOF planning purposes, using the CIP as a planning document and how much bonding could be done going forward. He said putting the \$8M in could be worked down later, rather than a lower number that would have to be worked up. He said the expectation was that the \$8M was a definite maximum, with a better number coming in by February and then a further better number by April. By that point, when the board talks about what to take to the voters in either April or November, and whatever the number it would be more specific and down from the \$8M.

Mr. Delia asked Mr. Alexander if he would recommend we err on the side of high when we bring our numbers to the BOF and said we had started at \$4.2M. Mr. Alexander stated the \$4.2M did not have any basis to it and that the Board should come with the closest number they can and the most accurate. He also stated when you don't know, that's where you err on the side of caution because it does help with planning. Bringing numbers down is always easier.

Ms. Zukowski asked if the \$1.5M would be on the April referendum. If the plan is to put the \$2.5M in November and the \$4M the following April, how can we be sure that if we start we can actually complete the project.

Mr. Alexander stated the Board of Finance level does not include the Legislative Council thinking since they have end jurisdiction as to what goes on the referendum. The Board of Finance thoughts would all be on the November referendum. The \$1.5M has to be in the first year so that it could be used following that referendum. If the referendum passes the full amount then work could start. Building and Site gave the impression that work could be done while school was open and students in place. He said we don't have a full verification on this yet. The idea was the \$1.5 M would be plenty to get started with. The numbers specifically in each year are more of a planning metric than a requirement. We don't have to bond all \$1.5M in the first year if it's not being used. He stated we generally bond after some work is done for smaller amounts because there is money in the system to be used to start paying out, so the bonding can come after. He said the bonding schedule vs. the total amount is what we will be looking at. The Board of Finance discussion in getting it all in is a preferable thing. The number would not be specific enough to go in the April referendum.

Mrs. Leidlein stated being on the board for 11 years she has gone through several iterations of what the process looks like for getting the numbers and maintaining the numbers for this project. She said there have been different descriptive methods used in order to obtain an accurate number prior to a project being put on the CIP. She stated she has a level of frustration in regards to the process and the required information that seems to continue to change on a regular basis. She said this board has continued to work to get the project active. She asked Mr. Alexander what is the method and what is required to go forward on the CIP. She addressed her concerns and is asking for a solid process between all three boards that everyone can agree to and the BOE Sub Committee can use as a navigation.

Mr. Alexander said he would take that concern back to the Board of Finance. He then stated the Board of Finance does not have a lot of jurisdiction as to what happens next, but next year they do.

Ms. Zukowski asked Mr. Adriani if work would actually start in the summer with the electrical and the chase work.

Mr. Adriani said electrical work could be done over the summer of 2021 but it also depends on what gets approved for money. If we put \$1.5M for referendum we can do electrical work in the summer with some abatement and some of the chase work. If it's not approved until November, we can probably do the work over the holiday break but it would be up to Mr. Gerbert when he

wants to schedule that. He also stated we want to bring a construction manager on board to coordinate all of this.

Mrs. Zukowski asked if we would have the construction manager by the end of January.

Mr. Adriani said he would have to follow up on that.

Mr. Gerbert said there are a few construction management companies interested and we might be able to get someone before the holidays.

Mr. Delia stated he is concerned about spreading this out over a long period of time. In 3 years a lot can happen. He agrees we should have an agreed upon process which would eliminate a lot of miscommunications, misunderstandings and issues. It would serve the town better.

Mr. Adriani left the meeting at 6:30.

Item 3 COVID Expenses

Mrs. Vadas discussed the various expenses related to COVID and shared the spreadsheet (attached) with the group. She broke down the groups of expenses and talked about current costs and what the Corona Relief Grant (CRF) covered and what the net total of expenses above what we anticipated at \$1.5M. Our total potential estimated costs are now at \$2.3M. With the Corona Relief Grant we have a net total of \$1.9M in expenses.

Ms. Zukowski stated the spreadsheet was very clear and wonderful and thanked Mrs. Vadas for her work.

Ms. Zukowski asked Mr. Alexander what he thought of the breakouts and did it capture the information the Board of Finance needed. Mr. Alexander stated he thought it was a good forwarding document and stated the BOE will have to go to the Legislative Council to get money back or possibly the First Selectman could start the steps across. The specific accounting of the document looks good.

Mrs. Leidlein was surprised there was not enough money to fully cover PPE (Personal Protective Equipment). She asked what is the method in looking at numbers and determining what or how much to cover.

Ms. Vadas stated with the Corona Relief Grant (CRF) we were able to re-allocate those funds. We allocated mostly towards the personnel because with the town fund of \$400K we have set aside we can use those funds for everything except personnel. So when we bring that fund to the board side we will use it for technology, facilities and to what we see fit.

Mr. Delia asked since we are spending all of this money on chrome books now, will that help in budgeting for next year and are we pre-buying chrome books. She said we are not pre-buying. We will be reviewing technology budget this week.

Mr. Delia asked with schools being closed is this helping with any of these expenses. Mr. Gerbert stated we would not be accumulating any COVID overtime for the month of December.

He said even prior to closing we were starting to scale back.

Mr. Alexander left the meeting at 6:45.

Item 4 Financial Update and Preliminary Budget Discussion

Mrs. Vadas presented a draft of the November financial report. (Attached). The General fund is down with a negative projected balance of \$121K which is largely due to the lunch program.

Salaries number are concerning. Projected Teacher and Specialist salaries are at a negative \$304K which goes back to our turnover number which was large this year. Typically we see our turnover in the beginning of the year, so this is a concern as it is driving our total certified salary number in the negative by \$215K.

She continued to talk about the other various expense categories and where we are at the end of November.

Ms. Zukowski questioned the numbers between the COVID expenses and the financial report. Mrs. Vadas stated our budget is absorbing COVID expenses. There are areas that are offsetting and you can't compare them. If we fully expend every area you would see the numbers coincide within each spreadsheet.

Mr. Delia stated time will tell.

Mrs. Vadas stated there are areas that are 'what if's' as in if we were to shut down again, so time will tell if people are going to spend or not expend more of their budget.

Mr. Delia stated he is concerned that items that were budgeted for are not being purchased due to COVID expenses. He then said we need to bring this to the board so they understand.

Mrs. Vadas stated we have discussed this with administrators and the need for them to purchase what was budgeted for.

Mrs. Leidlein stated the Board needs to be aware of the budget summaries, and with things changing radically this impacts the whole Board along with the decisions that are made. She also stated in the past there have been freezes in certain areas so there would not be the necessity to overspend. She said as we look at certain areas where the budget is escalating it would make sense to look at other areas where we can economize. She then asked if there are areas where we can ask and identify in order to start a safety net so that we can slow down the escalating costs. Mrs. Vadas stated she feels we have the \$400K that the BOF is holding and she is waiting to use that to restore some accounts and then to recalculate and look at our spending more closely.

Ms. Zukowski stated she fully supports Mrs. Leidlein's suggestion on identifying areas we can freeze on spending. She then asked would it make sense every few months to have a meet-and-greet with the town finance director to keep him abreast of our expenses and where we are. Mrs. Vadas stated she does work closely with the Finance Director of the town.

Item 5 Discussion of Meetings during Budget Season

Mr. Delia stated he thought a good step for the Sub Committee Board is to start to have the initial discussions regarding expenses, financial reports, before the Board of Education meetings to create a significant efficiency and would also help prepare Mrs. Vadas for questions they may have.

All were in agreement.

Item 6 Tentative 2021 CIP Meeting Schedule

Mr. Delia wanted thoughts on more CIP meetings especially during the budget process.

Mrs. Leidlein stated we should continue to meet especially with this year's monitoring the current year's budget and to keep on top with regards to spending and the costs that are being incurred as a result of COVID. She said we base a lot of our future budgets on what's going on in the current budget.

Mr. Delia stated he was in total agreement with that and the committee should meet in between board meetings.

The Sub Committee members decided to meet monthly on the Thursday before the last full board meeting of the month at 5:30 p.m.

Mrs. Leidlein asked if we can extend an invitation to the Board of Finance and Legislative Council so they have the option if interested to send a representative to come.

All were in agreement.

Mr. Delia said he would be sure to send an invitation to them before each meeting.

A schedule of the CIP Sub Committee meetings will be presented at the next meeting.

Mr. Delia will set the next meeting in January.

Public Comment: No public comment.

Adjournment:

Mrs. Leidlein moved to adjourn the meeting. Ms. Zukowski seconds the motion. All in favor. Motion passes and the meeting was adjourned at 7:40 pm.

Respectfully Submitted,
Joanne Morris

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



A Practical Energy Management Solution

Newtown BOE - Reed Intermediate

3 Trades Ln
Newtown, CT 06470

2/26/2021

Presented By:
Felipe Siebrecht
(203) 917-8024



Initial Proposal

Customer is presented economics based on E.C. scope

Measure Verification

P.M. verifies audit before utility submission

Utility Submission

P.D. submits data to utility. Often requires utility pre- inspection

Order Material

P.M. will schedule install with customer when E.T.A. is known

Install Project

P.M. will oversee licensed contractors through installation

Final Utility Paperwork

P.D. submits final data to utility. Often requires a post-inspection

Contacts Going Forward

Energy Consultant (E.C.):	Felipe Siebrecht	(203) 917-8024 fsiebrecht@greenleafenergy.com
Project Developer (P.D.):	Chris Gloudeman	(475) 655-7289 cgloudeman@greenleafenergy.com
Program Manager:	Michael Mastriano	(475) 655-7285 mmastriano@greenleafenergy.com
Project Manager (P.M.):	Gordon Yocher	(203) 906-8545 gyocher@greenleafenergy.com

Retrofit Overview

Your facility will not only benefit from a large reduction in operating costs, but its appearance will improve. The new equipment will increase the color-rendering index of your current lighting system. This will make colors more vivid and true.

Weekly Operating Hours: Various

Cost of Electricity \$ 0.17

Pre Fixture	Qty	Watts	Post Fixture	Qty	Watts	kWh Savings	\$ Savings
2F32T8 NPB	7	60	2 Lamp 4' LED w/ Driver	7	25	369	\$ 70.87
3F32T8 NPB	369	88	LIT 2BLT4R 2x4 30L Retro w	369	16.1	38,671	\$ 7,147.95
3F32T8 NPB	9	88	LIT 2BLT4R 2x4 30L Retro w	9	16.1	1,007	\$ 185.58
Additional Labor	22	0	Remove existing ceiling sens	22	0	0	\$ -
Additional Labor	11	0	Remove existing switch and l	11	0	0	\$ -
Additional Labor	9	0	Remove existing switches an	9	0	0	\$ -
Add Sensor	5	0	Wall Sensor	5	0	0	\$ -
2F40 Biax	10	72	LIT 2BLT2 2x2 20L New w/ S	10	11.62	1,998	\$ 369.20
Add Control	44	0	nLight AIR Switch/Dimmer	44	0	0	\$ -
2F17T8 NPB	38	37	LIT 2BLT2R 2x2 20L Retro w	38	11.2	3,467	\$ 701.43
2F17T8 NPB	26	37	LIT 2BLT2R 2x2 20L Retro w	26	11.2	2,372	\$ 479.92
Add New	22	0	New switch plate	22	0	0	\$ -
2F32T8 NPB	7	60	2 Lamp 4' LED w/ Driver	7	25	556	\$ 106.77
4F32T8 NPB	5	112	4 Lamp 4' LED w/ Driver	5	49	807	\$ 156.67
4F32T8 NPB	3	112	LIT 2BLT4R 2x4 30L Retro w	3	16.1	676	\$ 127.51
4F32T8 NPB	1	112	LIT 2BLT4R 2x4 30L Retro w	1	16.1	225	\$ 42.50
3F32T8 NPB	731	88	LIT 2BLT4R 2x4 30L Retro w	731	16.1	83,391	\$ 15,395.89
3F32T8 NPB	72	88	LIT 2BLT4R 2x4 30L Retro w	72	16.1	9,601	\$ 1,769.97
Additional Labor	117	0	Additional Labor 3	117	0	0	\$ -
Additional Labor	5	0	Additional Labor 5	5	0	0	\$ -
Additional Labor	39	0	Remove existing ceiling sens	39	0	0	\$ -
Additional Labor	20	0	Remove existing switch and l	20	0	0	\$ -
Additional Labor	42	0	Remove existing switches an	42	0	0	\$ -
Add Sensor	10	0	Wall Sensor	10	0	0	\$ -
26w PL H	1	56	SYL RT8 23w	1	23	95	\$ 20.21
2F40 Biax	20	72	LIT 2BLT2 2x2 20L New w/ S	20	11.62	3,997	\$ 738.40
2F40 Biax	11	72	LIT 2BLT2 2x2 20L New w/ S	11	11.62	2,198	\$ 406.12
Add Control	22	0	nLight AIR Fixture Mount Ser	22	0	0	\$ -
Add Control	8	0	nLight AIR Fixture Mount Ser	8	0	0	\$ -
Add Control	117	0	nLight AIR Switch/Dimmer	117	0	0	\$ -
4F25T8 NPB	3	88	4 Lamp 3' LED w/ Driver	3	44	365	\$ 74.12
2F17T8 NPB	176	37	LIT 2BLT2R 2x2 20L Retro w	176	11.2	12,959	\$ 2,621.72
2F17T8 NPB	60	37	LIT 2BLT2R 2x2 20L Retro w	60	11.2	5,049	\$ 1,021.46
Add New	38	0	New switch plate	38	0	0	\$ -
4F54T5 HPB	30	234	MXL BLHE 17L	30	135	8,688	\$ 1,594.31
4F32T8 NPB	32	112	4 Lamp 4' LED w/ Driver	32	49	1,869	\$ 373.54
Already LED	27	0	No Change	27	0	0	\$ -
150w MH	4	190	74w LED PIP Flood T	4	74	2,027	\$ 366.29

Retrofit Overview

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Weekly Operating Hours: Various

Cost of Electricity \$ 0.17

Pre Fixture	Qty	Watts	Post Fixture	Qty	Watts	kWh Savings	\$ Savings
Additional Labor	23	0	Additional Labor 5	23	0	0	\$ -
Additional Labor	5	0	Additional Labor 6	5	0	0	\$ -
13w PL V	5	30	FUL Rectangle 15w	5	15	328	\$ 92.99
26w PL H	26	56	FUL Round 15w	26	15	4,656	\$ 985.54
20w LED	20	20	No Change	20	20	0	\$ -
36w PL H	4	37	G.C. 9w OMNI BYP (Single L	4	9	489	\$ 98.09
2F30 Biax	6	63	FUL Rectangle 9w	6	9	1,415	\$ 265.28
200w Induction	22	215	RAB 78w Area	22	75.9	13,367	\$ 2,362.90
2F32T8 NPB	22	60	2 Lamp 4' LED w/ Driver	22	25	2,103	\$ 414.09
4F32T8 NPB	16	112	4 Lamp 4' LED w/ Driver	16	49	1,539	\$ 307.65
26w PL H	20	56	SYL RT8 23w	20	23	2,065	\$ 457.96
2F32T8 NPB	30	60	2 Lamp 4' LED w/ Driver	30	25	1,749	\$ 344.46
26w PL H	21	56	SYL RT8 23w	21	23	1,155	\$ 256.03
2F17T8 NPB	2	37	2 Lamp 2' LED w/ Driver	2	18	63	\$ 13.90
2F25T8 NPB	12	47	2 Lamp 3' LED w/ Driver	12	21	520	\$ 107.20
2F32T8 NPB	45	60	2 Lamp 4' LED w/ Driver	45	25	2,548	\$ 501.77
4F32T8 NPB	2	112	4 Lamp 4' LED w/ Driver	2	49	210	\$ 41.96
26w PL H	36	56	SYL RT8 23w	36	23	1,950	\$ 432.38
4F25T8 NPB	2	88	4 Lamp 3' LED w/ Driver	2	44	147	\$ 31.20
2F17T8 NPB	11	37	2 Lamp 2' LED w/ Driver	11	18	339	\$ 74.33
2F25T8 NPB	28	47	2 Lamp 3' LED w/ Driver	28	21	1,180	\$ 243.30
2F32T8 NPB	5	60	2 Lamp 4' LED w/ Driver	5	25	286	\$ 56.36
4F32T8 NPB	21	112	4 Lamp 4' LED w/ Driver	21	49	2,231	\$ 446.05
Additional Labor	13	0	Additional Labor 1	13	0	0	\$ -
Additional Labor	12	0	Additional Labor 2	12	0	0	\$ -
Additional Labor	200	0	Additional Labor 4	200	0	0	\$ -
Additional Labor	5	0	Additional Labor 5	5	0	0	\$ -
Additional Labor	3	0	Remove existing switches an	3	0	0	\$ -
13w PL V	4	30	FUL Rectangle 15w	4	15	125	\$ 35.55
13w PL V	6	30	No Change	6	30	0	\$ -
50w Inc	3	200	Phl. 7w MR16	3	28	952	\$ 164.52
2F32UT8 NPB	72	60	No Change	72	60	0	\$ -
250w MH	8	295	45w LED Corn Cob	8	45	4,174	\$ 730.36
26w PL H	160	56	No Change	160	56	0	\$ -
26w PL H	12	112	No Change	12	112	0	\$ -
26w PL H	195	56	SYL RT8 23w	195	23	16,106	\$ 3,571.52
Add Control	1	0	nLight AIR Switch/Dimmer	1	0	0	\$ -
90w Inc	16	90	No Change	16	90	0	\$ -

Newtown BOE - Reed Intermediate - Executive Summary

Greenleaf Energy Solutions is pleased to present this proposal for a new energy efficient lighting system. The turnkey package that we are presenting, includes all materials and labor required to complete the lighting retrofit project.

In addition, Greenleaf Energy Solutions will handle all administration and documentation to secure state and utility funding as well as project financing* if applicable.

Project Goals:

- ◆ Reduce Operating Costs
- ◆ Improve the Quality of Light
- ◆ Lower Maintenance Costs

Net Investment:

◆ Project Cost:	\$ 391,637.50
◆ Utility Incentive	\$ 95,056.68 Est.
◆ "SAE" Bonus Incentive ¹	\$ 27,092.60 Est.
◆ EPACT Discount ²	\$ 6,750.00
◆ Net Cost	\$ 262,738.22

Net Results:

◆ Annual Energy Savings:	\$ 40,855.60
◆ Annual Maintenance Savings:	\$ 11,749.13
◆ Total Annual Savings:	\$ 52,604.72
◆ Est. Annual Energy Savings (kWh):	240,327
◆ Estimated Annual Payback:	4.99 Years
◆ Annual Return on Investment:	20%

Financing³:

◆ Finance Amount ⁴ :	\$ 269,488.22
◆ Number of Months:	60
◆ Monthly Payment:	\$ 4,491.47
◆ Monthly Savings:	\$ 4,383.73

Cash Benefit:

◆ Positive cash flow over 10 years:	\$ 263,309.00
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Signature of Acceptance

Title

Date

- ◆ ¹Project must be signed by 3/15/2021 and completed by 6/30/2021 to receive "Savings Are Essential" bonus incentive
- ◆ ² EPACT Discount issued to the customer as a credit once all EPACT paperwork is signed
- ◆ ³This municipal energy conservation project may qualify for Eversource Municipal On-Bill Financing. Eversource only provides the documentation upon completion of the project. **Newtown BOE - Reed Intermediate** agrees to execute the on-bill financing agreement within 10 days of receipt or pay the balance of the project due within 15 days. A 1% per month penalty will be charged for balances beyond 30 days.
- ◆ ⁴Finance Amount does not include EPACT Credit. This will be issued at the end of the project.
- ◆ Financing is for a Customer with Approved Credit from a Primary Lender
- ◆ Projections based on customer provided information
- ◆ The rebate reflected in the proposal, is only an estimate
- ◆ Scope of Work is the sole property of GES and is not to be copied
- ◆ Detailed room schedules and specifications will be provided upon signature
- ◆ This Proposal is valid for 90 days

Environmental Impact

Energy Eco-Estimator

Environmental Impact of Lighting Upgrade

Changing your lights can benefit the environment!

Installation of energy efficient measures identified for this project will save an estimated

3,604,906 kWh over the fifteen year life of the measures.

The environmental benefits from this project are:

5,551,555 Pounds of Carbon Dioxide (CO₂) emissions avoided

10,815 Pounds of Nitrogen Oxides (NO_x) emissions avoided

21,629 Pounds of Sulfur Dioxide (SO₂) emissions avoided

By reducing greenhouse gas emissions and other harmful environmental pollutants, this project will reduce air pollution and improve air quality.

This is equivalent to:

2,694,929 Pounds of coal not burned

688 Acres of forestation (trees) added

484 Cars removed from road

301 Homes provided with electricity

Environmental Impact calculations are estimates based on the 2007 Energy Star Campaign Facts and Assumptions Sheet & EPA Clean Energy Calculations & References Guide.

Warranty

Upon completion of the job, all of the products, as well as all Greenleaf Energy Solutions workmanship, are fully warranted according to the following schedule.

Installed Materials:	Manufacturer's warranty for up to <u>five years*</u>
Workmanship:	Greenleaf Energy Solutions <u>five year warranty</u>

* Failed original equipment must be returned to Greenleaf Energy Solutions to fulfill the requirements of the manufacturer.

Disposal

Greenleaf Energy Solutions will handle the recycling of your existing lamps and the disposal of non-hazardous waste at no additional cost.

Additional Notes

The information provided in this proposal is based on an audit of your facility performed by Greenleaf Energy Solutions.

Although the audit is as accurate as possible, it is often difficult to access every room or the inside of every lighting fixture. This occasionally leads to minor variances from this proposal. Costs related to variances in the fixture count will be adjusted at the same unit price quoted in this proposal. Energy Savings will be adjusted accordingly. You will be notified of these variances for approval of all additional costs.

Estimates of the hours of operation used to calculate savings are provided to Greenleaf Energy Solutions by representatives of your facility. All existing fixtures are assumed to be functioning and have an operating voltage between 110 and 277 volts. Changes in processes, operations, equipment or operating hours may impact the savings estimate, which Greenleaf Energy does not guarantee.

Summary

We look forward to working with you and furnishing you with a professionally installed energy efficient lighting system. Your new lighting system will be reliable and cost effective, and is designed to meet your current and future requirements.

Sincerely,

Felipe Siebrecht
Energy Consultant

Letter of Authorization

February 26, 2021

Eversource Energy
Energy Efficiency
P.O. Box 270
Hartford, CT 06141-0270

RE: **Newtown BOE - Reed Intermediate**

Dear Representative:

I am working on an energy efficiency project with Greenleaf Energy Solutions (GES). GES will submit data to secure a Letter of Agreement (LOA) on our behalf. Please include GES on any and all communication regarding the data or approval process for the LOA. Please also share the Letter of Authorization with GES when it has been generated.

I intend for the incentive check to be made payable to the contractor, Greenleaf Energy Solutions LLC.

Sincerely,

Signature, Title

Company

Printed Name, Telephone #

2020-2021 COVID Expenses

	Original Draft	Expensed	Anticipated Encumbered	Total	CRF Grant	Town Fund	Net Total
Personnel Expenses							
Additional Nurse Hours (incl .8 FTE)		\$110,844		\$110,844	\$40,733		\$70,111
Increased Para Hours		\$24,435		\$24,435	\$7,252		\$17,183
Custodial Overtime for Additional Cleaning		\$62,694	\$28,060	\$90,754	\$46,901		\$43,853
Teacher Coverage (includes subs & new teachers)		\$217,457	\$74,000	\$291,457	\$24,869		\$266,588
Other Student Support							
SPED Outside Student Services		\$62,562		\$62,562	\$29,645		\$32,917
Bus Monitors		\$73,100		\$73,100	\$71,925		\$1,175
Committee & Additional Work		\$23,053		\$23,053	\$9,053		\$14,000
Sub Total Personnel Costs	\$651,711	\$574,145	\$102,060	\$676,205	\$230,378		\$445,827
Facilities Expenses							
Desk Shields & Protective Gear		\$197,973	\$0	\$197,973	\$39,830	\$165,000	-\$6,857
Furniture, Fixtures & Storage		\$135,165	\$4,650	\$139,815			\$139,815
Air Purification		\$85,269	\$4,030	\$89,299	\$57,657		\$31,642
Signage		\$1,967	\$0	\$1,967			\$1,967
Disinfectant		\$118,032	\$2,475	\$120,507			\$120,507
Sub Total Facilities Costs	\$479,091	\$538,405	\$11,155	\$549,560	\$97,487	\$165,000	\$287,073
Technology							
Devices		\$711,488	\$30,544	\$741,946		\$400,000	\$341,946
Miscellaneous Equipment		\$56,411	\$22,337	\$79,236			\$79,236
Cameras & Microphones		\$50,162	\$0	\$50,162	\$50,161		\$1
Software		\$22,209	\$0	\$22,209			\$22,209
Increased Bandwidth		\$7,442	\$7,496	\$14,938			\$14,938
Subtotal Technology	\$382,698	\$847,712	\$60,377	\$908,491	\$50,161	\$400,000	\$458,330
Other Purchases							
Lunch Program (SSO for NHS)		\$19,558		\$19,558			\$19,558
Lunch Program		\$100,000	\$128,000	\$228,000			
Student Professional Services (SPED)			\$12,938	\$12,938			\$12,938
Legal Fees		\$10,159		\$10,159			\$10,159
Miscellaneous School Purchases		\$38,516	\$7,634	\$46,909	\$2,816		\$44,093
Subtotal Other Purchases	\$1,340	\$168,233	\$148,572	\$317,563	\$2,816		\$314,747
Total Potential Estimated Additional Costs	\$1,514,840	\$2,128,495	\$322,165	\$2,451,819	\$380,842	\$565,000	\$1,505,977
Potential Savings Offsets							
	ORIGINAL EST.	ACTUAL	POTENTIAL	TOTAL	NOTES		
Transportation (include OOD credit)	\$177,467	\$320,000	\$50,000	\$370,000	includes \$145,000 credit from prior year		
Bus Fuel	\$12,000		\$44,000	\$44,000			
Student Travel & Staff Travel			\$40,000	\$40,000			
Summer School Salaries & Activity Salaries		\$50,000		\$50,000			
Para + Other Non-Certified Savings	\$20,874	\$100,000	\$90,000	\$190,000			
Professional Development & Staff Training	\$35,000	\$50,000	\$20,000	\$70,000			
Total	\$245,341	\$520,000	\$244,000	\$764,000	\$741,977		
Potential Additional Offsets							
Electricity (due to virtual net metering project)		\$300,000	\$52,500	\$352,500	includes \$125,000 carryover credit from prior year		
Potential additional vehicle fuel				\$0			
Potential additional professional development				\$0			
Total		\$300,000	\$52,500	\$352,500	\$380,477		

**NEWTOWN BOARD OF EDUCATION
2020-21 BUDGET SUMMARY REPORT
FOR THE MONTH ENDING FEBRUARY 28 , 2021**

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2019 - 2020	2020 - 2021 APPROVED BUDGET	YTD TRANSFERS 2020 - 2021	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<u>GENERAL FUND BUDGET</u>											
100	SALARIES	\$ 49,586,526	\$ 51,044,554	\$ -	\$ 51,044,554	\$ 29,009,221	\$ 21,284,231	\$ 751,102	\$ 994,236	\$ (243,134)	100.48%
200	EMPLOYEE BENEFITS	\$ 11,126,524	\$ 11,435,283	\$ -	\$ 11,435,283	\$ 8,490,674	\$ 2,143,116	\$ 801,493	\$ 836,825	\$ (35,332)	100.31%
300	PROFESSIONAL SERVICES	\$ 659,940	\$ 751,382	\$ -	\$ 751,382	\$ 319,864	\$ 87,641	\$ 343,877	\$ 266,974	\$ 76,904	89.77%
400	PURCHASED PROPERTY SERV.	\$ 2,304,638	\$ 1,884,463	\$ -	\$ 1,884,463	\$ 1,177,140	\$ 355,682	\$ 351,641	\$ 382,367	\$ (30,726)	101.63%
500	OTHER PURCHASED SERVICES	\$ 8,823,709	\$ 9,314,942	\$ -	\$ 9,314,942	\$ 5,239,176	\$ 3,392,052	\$ 683,714	\$ 448,139	\$ 235,575	97.47%
600	SUPPLIES	\$ 3,347,825	\$ 3,498,335	\$ -	\$ 3,498,335	\$ 2,054,539	\$ 161,256	\$ 1,282,540	\$ 1,117,410	\$ 165,129	95.28%
700	PROPERTY	\$ 831,904	\$ 549,402	\$ -	\$ 549,402	\$ 501,131	\$ 300,128	\$ (251,857)	\$ 7,000	\$ (258,857)	147.12%
800	MISCELLANEOUS	\$ 66,090	\$ 73,415	\$ -	\$ 73,415	\$ 57,039	\$ 2,145	\$ 14,231	\$ 11,212	\$ 3,018	95.89%
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	100.00%
TOTAL GENERAL FUND BUDGET		\$ 76,747,157	\$ 78,651,776	\$ -	\$ 78,651,776	\$ 46,848,784	\$ 27,726,252	\$ 4,076,740	\$ 4,164,162	\$ (87,423)	100.11%
900	TRANSFER NON-LAPSING										
GRAND TOTAL		\$ 76,747,157	\$ 78,651,776	\$ -	\$ 78,651,776	\$ 46,848,784	\$ 27,726,252	\$ 4,076,740	\$ 4,164,162	\$ (87,423)	100.11%

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2019 - 2020	APPROVED BUDGET	TRANSFERS 2020 - 2021	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
100	SALARIES										
	Administrative Salaries	\$ 4,163,820	\$ 4,160,309	\$ 11,430	\$ 4,171,739	\$ 2,789,104	\$ 1,378,575	\$ 4,060	\$ 4,059	\$ 1	100.00%
	Teachers & Specialists Salaries	\$ 31,619,798	\$ 32,219,745	\$ (11,430)	\$ 32,208,315	\$ 17,641,235	\$ 14,919,833	\$ (355,253)	\$ 71,382	\$ (426,635)	101.32%
	Early Retirement	\$ 32,000	\$ 16,000	\$ -	\$ 16,000	\$ 16,000	\$ -	\$ -	\$ -	\$ -	100.00%
	Continuing Ed./Summer School	\$ 92,408	\$ 93,096	\$ -	\$ 93,096	\$ 54,377	\$ 15,529	\$ 23,190	\$ 3,750	\$ 19,440	79.12%
	Homebound & Tutors Salaries	\$ 88,213	\$ 185,336	\$ -	\$ 185,336	\$ 38,880	\$ 30,781	\$ 115,675	\$ 78,987	\$ 36,688	80.20%
	Certified Substitutes	\$ 548,648	\$ 698,193	\$ -	\$ 698,193	\$ 414,473	\$ 229,405	\$ 54,315	\$ 199,910	\$ (145,595)	120.85%
	Coaching/Activities	\$ 643,256	\$ 656,571	\$ -	\$ 656,571	\$ 337,446	\$ -	\$ 319,125	\$ 291,223	\$ 27,901	95.75%
	Staff & Program Development	\$ 173,319	\$ 143,517	\$ -	\$ 143,517	\$ 94,118	\$ 28,115	\$ 23,784	\$ 80,000	\$ (56,216)	140.91%
	CERTIFIED SALARIES	\$ 37,361,462	\$ 38,172,767	\$ -	\$ 38,172,767	\$ 21,385,634	\$ 16,602,238	\$ 184,895	\$ 729,311	\$ (544,416)	101.43%
	Supervisors & Technology Salaries	\$ 917,739	\$ 945,154	\$ 50,245	\$ 995,399	\$ 680,384	\$ 326,318	\$ (11,303)	\$ 9,252	\$ (20,555)	102.06%
	Clerical & Secretarial Salaries	\$ 2,310,741	\$ 2,362,981	\$ (69,514)	\$ 2,293,467	\$ 1,420,744	\$ 805,802	\$ 66,921	\$ 7,976	\$ 58,945	97.43%
	Educational Assistants	\$ 2,743,151	\$ 2,875,564	\$ -	\$ 2,875,564	\$ 1,551,059	\$ 1,097,893	\$ 226,612	\$ 46,048	\$ 180,564	93.72%
	Nurses & Medical Advisors	\$ 764,244	\$ 801,532	\$ 58,592	\$ 860,124	\$ 459,253	\$ 397,788	\$ 3,084	\$ 15,500	\$ (12,416)	101.44%
	Custodial & Maint. Salaries	\$ 3,144,919	\$ 3,263,032	\$ -	\$ 3,263,032	\$ 2,044,767	\$ 1,122,329	\$ 95,936	\$ 18,500	\$ 77,436	97.63%
	Non-Certied Adj & Bus Drivers Salaries	\$ 22,043	\$ 81,607	\$ (56,022)	\$ 25,585	\$ 8,379	\$ 19,245	\$ (2,039)	\$ 17,500	\$ (19,539)	176.37%
	Career/Job Salaries	\$ 117,954	\$ 183,209	\$ (32,281)	\$ 150,928	\$ 7,234	\$ 77,548	\$ 66,146	\$ (1,000)	\$ 67,146	55.51%
	Special Education Svcs Salaries	\$ 1,224,685	\$ 1,355,856	\$ 48,980	\$ 1,404,836	\$ 764,708	\$ 596,558	\$ 43,570	\$ (7,313)	\$ 50,883	96.38%
	Security Salaries & Attendance	\$ 594,071	\$ 621,957	\$ -	\$ 621,957	\$ 358,774	\$ 236,860	\$ 26,323	\$ -	\$ 26,323	95.77%
	Extra Work - Non-Cert.	\$ 141,823	\$ 115,447	\$ -	\$ 115,447	\$ 106,722	\$ 1,654	\$ 7,071	\$ 18,961	\$ (11,890)	110.30%
	Custodial & Maint. Overtime	\$ 214,479	\$ 233,448	\$ -	\$ 233,448	\$ 220,118	\$ -	\$ 13,330	\$ 109,500	\$ (96,170)	141.20%
	Civic Activities/Park & Rec.	\$ 29,216	\$ 32,000	\$ -	\$ 32,000	\$ 1,445	\$ -	\$ 30,555	\$ 30,000	\$ 555	98.27%
	NON-CERTIFIED SALARIES	\$ 12,225,064	\$ 12,871,787	\$ -	\$ 12,871,787	\$ 7,623,587	\$ 4,681,993	\$ 566,207	\$ 264,925	\$ 301,282	97.66%
	SUBTOTAL SALARIES	\$ 49,586,526	\$ 51,044,554	\$ -	\$ 51,044,554	\$ 29,009,221	\$ 21,284,231	\$ 751,102	\$ 994,236	\$ (243,134)	100.48%

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2019 - 2020	APPROVED BUDGET	TRANSFERS 2020 - 2021	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
200	EMPLOYEE BENEFITS										
	Medical & Dental Expenses	\$ 8,051,502	\$ 8,289,180	\$ -	\$ 8,289,180	\$ 6,234,546	\$ 2,036,568	\$ 18,067	\$ 18,067	\$ -	100.00%
	Life Insurance	\$ 86,352	\$ 86,760	\$ -	\$ 86,760	\$ 57,980	\$ -	\$ 28,780	\$ 28,780	\$ -	100.00%
	FICA & Medicare	\$ 1,523,488	\$ 1,602,597	\$ -	\$ 1,602,597	\$ 935,375	\$ -	\$ 667,222	\$ 667,222	\$ -	100.00%
	Pensions	\$ 863,104	\$ 913,394	\$ -	\$ 913,394	\$ 846,304	\$ 500	\$ 66,590	\$ 66,590	\$ -	100.00%
	Unemployment & Employee Assist.	\$ 122,970	\$ 82,000	\$ -	\$ 82,000	\$ 76,332	\$ -	\$ 5,668	\$ 41,000	\$ (35,332)	143.09%
	Workers Compensation	\$ 479,108	\$ 461,352	\$ -	\$ 461,352	\$ 340,137	\$ 106,049	\$ 15,166	\$ 15,166	\$ -	100.00%
	SUBTOTAL EMPLOYEE BENEFITS	\$ 11,126,524	\$ 11,435,283	\$ -	\$ 11,435,283	\$ 8,490,674	\$ 2,143,116	\$ 801,493	\$ 836,825	\$ (35,332)	100.31%
300	PROFESSIONAL SERVICES										
	Professional Services	\$ 500,341	\$ 559,102	\$ -	\$ 559,102	\$ 261,900	\$ 83,825	\$ 213,377	\$ 216,887	\$ (3,509)	100.63%
	Professional Educational Serv.	\$ 159,599	\$ 192,280	\$ -	\$ 192,280	\$ 57,964	\$ 3,816	\$ 130,500	\$ 50,087	\$ 80,413	58.18%
	SUBTOTAL PROFESSIONAL SERV.	\$ 659,940	\$ 751,382	\$ -	\$ 751,382	\$ 319,864	\$ 87,641	\$ 343,877	\$ 266,974	\$ 76,904	89.77%
400	PURCHASED PROPERTY SERV.										
	Buildings & Grounds Contracted Svc.	\$ 716,095	\$ 664,859	\$ -	\$ 664,859	\$ 437,149	\$ 160,715	\$ 66,995	\$ 76,993	\$ (9,998)	101.50%
	Utility Services - Water & Sewer	\$ 134,403	\$ 146,945	\$ -	\$ 146,945	\$ 68,571	\$ -	\$ 78,374	\$ 74,074	\$ 4,300	97.07%
	Building, Site & Emergency Repairs	\$ 503,227	\$ 460,850	\$ -	\$ 460,850	\$ 316,940	\$ 73,618	\$ 70,292	\$ 110,926	\$ (40,634)	108.82%
	Equipment Repairs	\$ 283,175	\$ 351,506	\$ -	\$ 351,506	\$ 173,309	\$ 71,688	\$ 106,509	\$ 88,939	\$ 17,570	95.00%
	Rentals - Building & Equipment	\$ 268,547	\$ 260,303	\$ -	\$ 260,303	\$ 181,171	\$ 49,661	\$ 29,471	\$ 31,435	\$ (1,964)	100.75%
	Building & Site Improvements	\$ 399,191	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	SUBTOTAL PUR. PROPERTY SERV.	\$ 2,304,638	\$ 1,884,463	\$ -	\$ 1,884,463	\$ 1,177,140	\$ 355,682	\$ 351,641	\$ 382,367	\$ (30,726)	101.63%

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2019 - 2020	APPROVED BUDGET	TRANSFERS 2020 - 2021	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
500	OTHER PURCHASED SERVICES										
	Contracted Services	\$ 750,419	\$ 669,215	\$ -	\$ 669,215	\$ 712,930	\$ 51,638	\$ (95,353)	\$ 216,768	\$ (312,121)	146.64%
	Transportation Services	\$ 3,827,061	\$ 4,457,135	\$ -	\$ 4,457,135	\$ 2,256,779	\$ 1,355,797	\$ 844,559	\$ 467,924	\$ 376,635	91.55%
	Insurance - Property & Liability	\$ 378,323	\$ 378,032	\$ -	\$ 378,032	\$ 301,786	\$ 80,007	\$ (3,760)	\$ 21,024	\$ (24,784)	106.56%
	Communications	\$ 142,944	\$ 146,872	\$ -	\$ 146,872	\$ 99,464	\$ 80,298	\$ (32,890)	\$ (27,160)	\$ (5,730)	103.90%
	Printing Services	\$ 24,637	\$ 31,040	\$ -	\$ 31,040	\$ 4,731	\$ 6,390	\$ 19,919	\$ 17,125	\$ 2,794	91.00%
	Tuition - Out of District	\$ 3,527,920	\$ 3,399,851	\$ -	\$ 3,399,851	\$ 1,825,857	\$ 1,721,140	\$ (147,145)	\$ (299,111)	\$ 151,966	95.53%
	Student Travel & Staff Mileage	\$ 172,406	\$ 232,797	\$ -	\$ 232,797	\$ 37,630	\$ 96,782	\$ 98,385	\$ 51,569	\$ 46,816	79.89%
	SUBTOTAL OTHER PURCHASED SERV.	\$ 8,823,709	\$ 9,314,942	\$ -	\$ 9,314,942	\$ 5,239,176	\$ 3,392,052	\$ 683,714	\$ 448,139	\$ 235,575	97.47%
600	SUPPLIES										
	Instructional & Library Supplies	\$ 805,612	\$ 801,275	\$ -	\$ 801,275	\$ 514,675	\$ 83,867	\$ 202,733	\$ 205,585	\$ (2,852)	100.36%
	Software, Medical & Office Supplies	\$ 212,777	\$ 221,701	\$ -	\$ 221,701	\$ 102,886	\$ 37,630	\$ 81,185	\$ 81,136	\$ 48	99.98%
	Plant Supplies	\$ 423,659	\$ 356,400	\$ -	\$ 356,400	\$ 414,069	\$ 35,008	\$ (92,677)	\$ 102,508	\$ (195,185)	154.77%
	Electric	\$ 1,164,615	\$ 1,228,072	\$ -	\$ 1,228,072	\$ 583,804	\$ -	\$ 644,268	\$ 291,768	\$ 352,500	71.30%
	Propane & Natural Gas	\$ 347,253	\$ 431,350	\$ -	\$ 431,350	\$ 207,361	\$ -	\$ 223,989	\$ 194,489	\$ 29,500	93.16%
	Fuel Oil	\$ 76,257	\$ 63,000	\$ -	\$ 63,000	\$ 30,836	\$ -	\$ 32,164	\$ 32,164	\$ -	100.00%
	Fuel for Vehicles & Equip.	\$ 122,159	\$ 205,031	\$ -	\$ 205,031	\$ 82,087	\$ -	\$ 122,944	\$ 78,944	\$ 44,000	78.54%
	Textbooks	\$ 195,495	\$ 191,506	\$ -	\$ 191,506	\$ 118,821	\$ 4,751	\$ 67,934	\$ 130,815	\$ (62,881)	132.84%
	SUBTOTAL SUPPLIES	\$ 3,347,825	\$ 3,498,335	\$ -	\$ 3,498,335	\$ 2,054,539	\$ 161,256	\$ 1,282,540	\$ 1,117,410	\$ 165,129	95.28%

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2019 - 2020	APPROVED BUDGET	TRANSFERS 2020 - 2021	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
700	PROPERTY										
	Technology Equipment	\$ 559,515	\$ 410,000	\$ -	\$ 410,000	\$ 464,100	\$ 197,814	\$ (251,914)	\$ -	\$ (251,914)	161.44%
	Other Equipment	\$ 272,389	\$ 139,402	\$ -	\$ 139,402	\$ 37,031	\$ 102,314	\$ 57	\$ 7,000	\$ (6,943)	104.98%
	SUBTOTAL PROPERTY	\$ 831,904	\$ 549,402	\$ -	\$ 549,402	\$ 501,131	\$ 300,128	\$ (251,857)	\$ 7,000	\$ (258,857)	147.12%
800	MISCELLANEOUS										
	Memberships	\$ 66,090	\$ 73,415	\$ -	\$ 73,415	\$ 57,039	\$ 2,145	\$ 14,231	\$ 11,212	\$ 3,018	95.89%
	SUBTOTAL MISCELLANEOUS	\$ 66,090	\$ 73,415	\$ -	\$ 73,415	\$ 57,039	\$ 2,145	\$ 14,231	\$ 11,212	\$ 3,018	95.89%
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	100.00%
	TOTAL LOCAL BUDGET	\$ 76,747,157	\$ 78,651,776	\$ -	\$ 78,651,776	\$ 46,848,784	\$ 27,726,252	\$ 4,076,740	\$ 4,164,162	\$ (87,423)	100.11%

EXPENSE CATEGORY	EXPENDED 2019 - 2020	APPROVED BUDGET	TRANSFERS 2020 - 2021	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
REVENUES										
EXCESS COST GRANT REVENUE	EXPENDED 2019 - 2020			APPROVED BUDGET	PROJECTED 1-Dec	PROJECTED 1-Mar	VARIANCE Dec to March	FEB DEPOSIT	MAY DEPOSIT	% TO BUDGET
<i>Special Education Svcs Salaries ECG</i>	\$ (33,039)			\$ (26,247)	\$ (39,115)	\$ (31,680)	\$ (7,435)	\$ (22,367)	\$ (9,313)	120.70%
<i>Transportation Services - ECG</i>	\$ (354,206)			\$ (402,480)	\$ (244,709)	\$ (258,303)	\$ 13,594	\$ (182,364)	\$ (75,939)	64.18%
<i>Tuition - Out of District ECG</i>	\$ (1,372,981)			\$ (1,381,462)	\$ (1,195,965)	\$ (1,351,385)	\$ 155,420	\$ (954,090)	\$ (397,295)	97.82%
<i>Total</i>	\$ (1,760,226)			\$ (1,810,189)	\$ (1,479,789)	\$ (1,641,368)	\$ 161,579	\$ (1,158,821)	\$ (482,547)	90.67%

OTHER REVENUES

BOARD OF EDUCATION FEES & CHARGES - SERVICES

	APPROVED BUDGET	ANTICIPATED	RECEIVED	BALANCE	% RECEIVED
LOCAL TUITION	\$32,340	\$8,605	\$23,735	\$8,605	73.39%
HIGH SCHOOL FEES FOR PARKING PERMITS	\$30,000	\$0	\$20,000	\$10,000	66.67%
MISCELLANEOUS FEES	\$6,000	\$3,596	\$2,404	\$3,596	40.07%
TOTAL SCHOOL GENERATED FEES	\$68,340		\$46,139	\$22,201	67.51%

OTHER GRANTS & SPECIAL REVENUE OFFSETS

Excess Cost Grant State Reimbursement	\$ (1,810,189)	\$ (1,641,368)	\$ (1,158,821)	\$ (482,547)	70.60%
Corona Relief Grant - State Entitlement Grant	\$380,841		\$380,841		100.00%
Town Municipal Portion of CRF Grant	\$165,000		\$165,000		100.00%
Town Capital Non-recurring Revenue Fund	\$400,000		\$400,000		100.00%

CYBER INSURANCE FOR:

The Town of Newtown Newtown Public Schools

Presented to:

Robert Tait, Finance Director,
Town of Newtown

Tanja Gouveia Vadas,
Business Manager, Newtown
Public Schools

Presented by:

Arnold Finaldi, NFP, Inc.

Will Walker, NFP, Inc.

Lindsay Struski, CIRMA

February 2021



ROSE & KIERNAN, INC.

AN NFP COMPANY



Why Cyber Insurance?

On a national, regional and local level, the frequency and severity of cyber liability/ data breach claims is increasing exponentially.

In addition to some very large, high profile attacks (such as Equifax and Anthem Blue Cross) there have been a significant number of Connecticut municipalities that have been victims of malware/ransomware attacks (such as Wolcott and Hartford).

Regarding malware/ransomware attacks, the level of sophistication has increased, and the impact has become more significant. One inattentive employee opening one bad email attachment can create an enormously complex and very costly problem.

In addition to taking the necessary precautions to prevent a cyber liability/data breach claim (best practices, employee training, vendor management, etc.) it is wise to have cyber insurance coverage in place should something go wrong.



Why now?

The insurance coverage that was previously included by CIRMA on your LAP (Liability, Auto, Property) policy for cyber liability / data breach coverage is being eliminated.



CIRMA

- Implemented a master cyber policy for all CIRMA members in 2016.
- Each year since the master cyber policy was rolled out in 2016, there has been a significant increase in both the frequency and severity of claims.
- This past year, the master cyber policy has seen multiple claims which resulted in payments between \$350,000 - \$400,000. The largest claim during the previous three years was \$75,000.
- This past year, there were over 25 claims submitted against the CIRMA master cyber policy, with an average paid of approx. \$75,000. For the previous three years combined, there was an average of 8 claims reported per year with an average paid of approx. \$15,000.
- The data suggests that CT Boards of Education have become a target for ransomware attacks.

Cyber Liability Insurance

The Town of Newtown
Newtown Public Schools



What is it?

- Provides coverage for liability and costs associated with a network security breach and compromise of personally identifiable information, protected health information and corporate confidential information.
- Coverage for first party incidents and claims made by the company as well as liability claims against the company.



What The Insurance Covers

First-Party Coverage

- Crisis Management
 - Retention of Expert Legal Counsel
 - Notification Expense and Credit Monitoring
 - Forensic Investigations
 - Public Relations
- Data Recovery
- Business Interruption and Extra Expense
 - System Failure
 - Dependent Business Interruption
- Cyber Extortion and Ransomware

Third-Party Coverage

- Technology Products and Services
- Privacy and Cyber Security
- Media Liability
- Privacy Regulatory Defense, Awards and Fines
 - PCI Fines and Penalties



Emerging Risks

- Increase in Ransomware Demands – Especially Due to COVID
- BIPA Claims
- State Sponsored Attacks Continuing to Grow
- IP as the Target of PII Attacks
- Increase in Municipalities Being Targeted
- Crypto Jacking
- Heightened Incident Disclosure Expectations (SEC, NY DFS, GDPR)



NFP's Customized Cyber Liability Solution

- Proactive service from an experienced team of professionals.
- Customized policies considering the client's industry, size and trends.
- A panel of extensive breach response consultants to support clients if an incident would occur.
- A dedicated claims advocacy practice to ensure maximum incident recovery.



Smart Cyber Insurance™ Quote

Newtown Public Schools

Powered by  CORVUS

FEBRUARY 18, 2021

PRODUCER

Will Walker, NFP
will.walker@nfp.com



Corvus Insurance
100 Summer Street, Suite 1175, Boston, MA 02110
www.corvusinsurance.com



Feb 18, 2021

Newtown Public Schools scores in the 74th percentile

Corvus calculates percentile based on other companies with similar industry class and annual revenue.

Learn more about this DLP Report:
Watch at www.corvusinsurance.com/dlp

Breakdown of Risk Exposure Groups

In addition to calculating an overall Corvus Score and benchmark percentile, the Corvus Scan also rates **8 types of risk exposure** and provides a score for each group.

The full Dynamic Loss Prevention (DLP) Report has **specific recommendations** to reduce risk exposure for each group, ranked by severity.

Ransomware & Cyber Extortion	98	Phishing & Dark Web Monitoring	100
Disclosure Of Sensitive Information	80	Contingent Business Interruption	98
Network Security & Privacy	83	Hacking, Malware, Unauthorized Access	0
Business Interruption & System Failure	96	Social Engineering & Cyber Crime	100

Preview Recommendations

LOW IMPACT: Open Ports: Dedicated Servers

We discovered 8 open ports on your domains with dedicated servers, a moderate number. Audit your open ports and ensure only the minimum necessary are open. Open ports leave sensitive areas vulnerable to attackers which can result in disclosure of sensitive information.

LOW IMPACT: Open Ports: Popular Domains

We discovered 45 open ports on your most popular domains, a moderate number, associated with lower risk of breach. Audit your open ports and ensure only the minimum necessary are open. Open ports leave sensitive areas vulnerable to attackers, which can result in unintentional disclosure of sensitive information.

Bind with Corvus for additional recommendations on the full DLP Report

Beyond the Report: Risk & Response Services

In addition to receiving your full DLP report at the start of the policy term, and quarterly thereafter, you'll be eligible for Risk and Response Services to help you prevent, prepare for, and respond to any cyber incident.

See our Services Guide to learn more: <https://hubs.ly/H0CFhRM0>

Ransomware Risk Report



You are at lower risk of a ransomware attack based on our cyber risk model.

How does this scan work?

Corvus scans your public web infrastructure looking for known vulnerabilities, then compares your security posture to patterns associated with a higher likelihood of ransomware events.

What Makes Up Your Score

-  **2 Risky Open Ports Detected**
 A high number of open ports across a network is an indicator of a larger attack surface. We focus on remote administration ports as they are targeted at a higher rate.
-  **No Software Vulnerabilities Detected**
 Our risk model considers critical and high vulnerabilities from the national vulnerability database for relevant software detected on your public infrastructure.

Are all risks covered?

Our score accounts for common risk factors, but not all attempted attacks are part of a recognizable pattern or trend. Organizations should be vigilant and continually follow best practices.

Ransomware by the Numbers

Regardless of how sophisticated your business' IT security infrastructure is, ransomware is always a threat.

\$233,817 average payment
 Average ransomware payment in Q3 2020 is a 31% increase from Q2 2020, with the increase driven by large ransom demands, some over one million dollars. **(Coveware)**

31% of cyber claims
 For all businesses with up to \$2bn in annual revenue, ransomware accounts for nearly 1/3 of cyber claims, making it by far the leading cause of loss. **(Net Diligence)**

1 in 10 include data theft
 More than 1 in 10 ransomware attacks in H1 2020 involved the theft of data, increasing the attackers' leverage and potential response costs. **(emisoft)**

Best Practices To Reduce Your Risk

-  **Know your risk:** Assess your IT environment for vulnerabilities by reviewing the full DLP report delivered upon binding your policy, and test your employees to identify phishing risk.
-  **Improve resiliency:** Maintain & test backup strategy; ensure software is kept up to date; train employees to recognize phishing; use multi-factor authentication for critical systems.
-  **Monitor your environment:** Watch for suspicious behaviors on your network or devices, ensure security technologies are deployed & actively monitored, and check vulnerability alerts from Corvus.

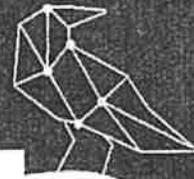
 **Partner with Corvus**
Not sure where to start?

Our Risk and Response Services, available for all policyholders; include hands-on help in reviewing and prioritizing cybersecurity practices.

Learn More:
<https://hubs.ly/H0CFhNYO>

Ransomware/Business Interruption Cost Calculator

Prepared For
Newtown Public Schools



Let's Approximate the Risk

In the event of a ransomware event leading to a shutdown of all operations, what might the approximate cost be?

\$80,450,000

Annual
Revenue

26%

Cost of
Goods Sold

\$59,533,000

Net Annual Business
Interruption Expenses

\$59,533,000

Over 365 Days

× 100%

Percentage of Revenue Reliant on
Operational Computer Systems

\$1,000,000

Ransom Payment

\$500,000

Data Recovery Costs
& Extra Expenses

\$1,000,000

Breach Response Costs

Total Estimated Cost:

\$4,946,562

Over 15 Days

\$7,393,123

Over 30 Days

\$12,286,247

Over 60 Days

Total cyber loss estimates may be greater as this calculation does not include: regulatory fines and penalties, PCI-DSS assessment expenses, cyber crime/financial fraud, and reputational loss.

This calculation is an approximation of the cost of a ransomware event that shuts down the operations of an organization. If the organization does not rely on digital assets and tools for all of its operations then this recommendation may be too high and the recommendations should be discounted accordingly. Cost of Goods Sold percentages are based on sources including eRiskHub and NYU/Stern (Jan. 2020) and other Corvus data; COGS estimates are recommendations only and should be adjusted for individual company costs. Corvus recommends that each company consult further with their accountants and insurance broker in order to produce a more exact time-based recommendation. The non-Business Interruption numbers are estimates, based on the client's revenue, and may include digital forensics, customer notification, public relations, and other first party breach response expenses.



Smart Cyber Insurance™ Quote

FEBRUARY 18, 2021

NAMED INSURED

Newtown Public Schools
State: Connecticut

PRODUCER OF RECORD

NFP
45 Executive Drive
Plainview, NY 11803

Through Corvus Insurance Agency, LLC

POLICY PERIOD

From 11/18/2020 to 11/18/2021
Both dates at 12:01 a.m. Standard Time at the address of the named Insured as stated herein.

RETROACTIVE DATE

None; Full Unknown Prior Acts

INSURER

Hudson Excess Insurance Company (Non-Admitted, AM Best "A" Excellent)

OPTION COMPARISON

	Limit	Retention	Basic Premium	TRIA
Option 1	\$1,000,000	\$10,000	\$19,559	\$196
Option 2	\$2,000,000	\$10,000	\$30,512	\$305
Option 3	\$3,000,000	\$15,000	\$35,141	\$351



Option 1

Third Party Insuring Agreements	Limit	Retention
<input checked="" type="checkbox"/> A. Network Security and Privacy Liability	\$1,000,000 Each Claim / Aggregate	\$10,000 Each Claim
<input checked="" type="checkbox"/> B. Regulatory Investigations, Fines and Penalties	\$1,000,000 Each Claim / Aggregate	\$10,000 Each Claim
<input checked="" type="checkbox"/> C. Media Liability	\$1,000,000 Each Claim / Aggregate	\$10,000 Each Claim
<input checked="" type="checkbox"/> D. PCI DSS Assessment Expenses	\$1,000,000 Each Claim / Aggregate	\$10,000 Each Claim
<input checked="" type="checkbox"/> E. Breach Management Expenses	\$1,000,000 Each Claim / Aggregate	\$10,000 Each Claim
First Party Insuring Agreements	Limit	Retention, Waiting Period, & Period of Indemnity
<input checked="" type="checkbox"/> A. Business Interruption See Video: www.corvusinsurance.com/bi	\$1,000,000 Each Loss / Aggregate	Waiting Period: 6 Hours Period of Indemnity: 6 Months
<input checked="" type="checkbox"/> B. Contingent Business Interruption See Video: www.corvusinsurance.com/bi	\$1,000,000 Each Loss / Aggregate	Waiting Period: 6 Hours Period of Indemnity: 6 Months
<input checked="" type="checkbox"/> C. Digital Asset Destruction, Data Retrieval and System Restoration	\$1,000,000 Each Loss / Aggregate	\$10,000 Each Loss
<input checked="" type="checkbox"/> D. System Failure Coverage	\$1,000,000 Each Loss / Aggregate	Waiting Period: 6 Hours Period of Indemnity: 6 Months
<input checked="" type="checkbox"/> E. Social Engineering & Cyber Crime Coverage See Video: www.corvusinsurance.com/1st-party	\$100,000 Each Loss / Aggregate	\$10,000 Each Loss
<input checked="" type="checkbox"/> F. Reputational Loss Coverage	\$1,000,000 Each Loss / Aggregate	Waiting Period: 2 Weeks Period of Indemnity: 6 Months



<input checked="" type="checkbox"/> G. Cyber Extortion and Ransomware Coverage See Video: www.corvusinsurance.com/1st-party	\$1,000,000 Each Loss / Aggregate	\$10,000 Each Loss
<input checked="" type="checkbox"/> H. Breach Response and Remediation Expenses See Video: www.corvusinsurance.com/1st-party	\$1,000,000 Each Loss / Aggregate	\$10,000 Each Loss
<input checked="" type="checkbox"/> I. Court Attendance Costs	\$250,000 Each Loss / Aggregate	\$10,000 Each Loss
Maximum Policy Aggregate Limit: \$1,000,000		

ENDORSEMENTS

	Endorsement Name	Limit
CB-107-002	Bodily Injury Claims	\$100,000
CB-108-001	Breach Response and Remediation Expenses Outside the Limit See Video: www.corvusinsurance.com/1st-party	\$1,000,000
CB-126-002	Bricking	\$1,000,000
CB-194-001	California Consumer Privacy Act	
CB-202-001	Coverage for Certified Acts of Terrorism	
CB-123-001	Criminal Reward Expenses	\$50,000
CB-155-001	Cryptojacking	
CB-109-001	Defense Expenses Outside the Limit	\$1,000,000
CB-136-001	Forensic Accounting Coverage	\$50,000
CB-111-003	GDPR Coverage	
CB-133-001	Invoice Manipulation Loss	\$100,000
CB-128-001	Loss of Funds Exclusion Carveback	



	Endorsement Name	Limit
CB-218-002	RT Specialty Cyber Amendatory	
CB-120-001	Solicitation Claims	\$50,000
CB-167-001	War Exclusion Cyber Terrorism Carveback	

PREMIUM, TAXES & FEES

Premium	\$19,559
TRIA	\$196
Policy Fee (Fully Earned)	\$195
Surplus Lines Tax	\$790.20
Total	\$20,740.20