

Newtown Board of Education  
CIP/Facilities/Finance Committee Minutes  
May 8, 2018

**Call to Order:** Mr. Cruson called the meeting to order at 5:15 p.m.

**Present:**, Debbie Leidlein (arrived at 6:00 p.m.) Dan Cruson, Dan Delia, Ron Bienkowski, Gino Faiella, Dr. Lorrie Rodrigue

**Public Participation:** 8 Public Participants

Ann Kosiorowski, 36 Anna St, Shelton, CT , wanted to share her experience and represent other lunch ladies with Whitsons Culinary Group. She has been with Whitsons for 13 years. Currently they are in negotiations with Whitsons and it has been rough for them. She shared they were recently at a Board meeting in East Haven where a parent expressed some concerns regarding Whitsons as well. She came to this board meeting to ask how Newtown Public Schools experience with Whitsons has been.

Chris McGowan, 45 Dodgingtown Rd, Newtown, CT , came to the meeting knowing that the Shelton Lunch Ladies were coming and also wanted to voice his concerns of workers not being treated fairly by Whitsons. He also wanted to know how the Board and Town were handling it. He then stated he has heard from other members of the town including parents who have indicated that the food quality Whitsons provides, is not what it has been in the past.

**Communications and Announcements:** None

**Unfinished Business**

**Item 1** Whitsons

Mr. Bienkowski gave a brief description on the status of the contract renewal with Whitsons Food Service. He stated we are a member of the National School Lunch Program (NSLP) in all schools except the High School. The benefits to us comes in the form of reimbursable meals and state/federal support. We are required to go out to bid every 5 years. Two years ago, Whitsons was selected as the provider. We are going into year 3 of a 5-year contract. Years 2 through 5 are one-year renewals that must be approved by the State. Our renewal for 2018-2019 is the same as last year with the exception of changes in the fees. The fees are dictated by the RFP (Request for Proposal) and are based on CPI (Consumer Price Index) from the State. The state informed us on April 19, 2018 that the CPI will be 2.2%, which adjusts the Administrative and Management fees for the 2018-2019 school year.

The changes in the contract include the effective dates and reference to what the maximum deficit is to the schools on the NSLP. We operate the program where the surplus from the High school covers all of the losses from the elementary schools. Our intent is to bring the program in at a break-even point. The program is not designed to make money. Mr. Bienkowski stated, if you have a highly successful program and it brings in lots of money and the state finds that you have more than 3 months of operating expenses in reserves, they will require you to spend it down. We have also been concerned about prices. The District has not raised prices in 3 years. Whitsons projections indicate that we can have the

same prices going into next year. Mr. Bienkowski stated we like to keep the meals affordable for the youngsters and the community and we are fortunate that we are able to do that.

Mr. Bienkowski, introduced John Prunier, District Manager of Whitsons, who presented an overview of the operations of Whitsons. Mr Prunier is also invited to the June 5<sup>th</sup> Board meeting when the Sub Committee will present to the full Board to renew the contract.

Mr. Prunier gave a financial overview and talked about what has been happening this school year with food and new items they would like to put out for next year. Some of the presentation was around the newer additions currently going on in the district such as Nutrition Safari, Catering, All day Everyday Breakfast, Sushi, Ramen Noodle Bar and Meatless Monday. Mr. Prunier then went on to talk about each specific and how they are working in the district. He also discussed about taking some of these additions for next year and moving them to the lower level schools. Discussions then turned to digital marketing and adding survey kiosks. The survey kiosks would be available with customized questions at the student level and be available in the cafeterias. The Board was in agreement that this was a great idea.

Dr. Rodrigue talked about when Whitsons first started and getting the High School students involved with culinary. She stated it is still a great opportunity for students who are in culinary to work with the Dietician and Chef. Mr. Prunier agreed and will work on this area.

Mr. Cruson moved to recommend the motion to approve the Whitsons contract to the Board of Education for the June 5<sup>th</sup> meeting. All were in agreement.

The Committee thanked Mr. Prunier for his presentation.

## **Item 2: CIP**

At the last CIP meeting it was discussed getting new numbers for the High School and Hawley projects. Mr. Faiella presented new numbers and discussed turning the HS and Hawley projects into Energy Conservation projects. By doing this, there is a significant energy savings going forward and cash incentives upon completion. With the High School, adding main boiler replacements of high efficiency gas, lighting and controls, it is estimated at \$2,702,000. Estimated incentives from Eversource of \$463,435 would then reduce the total High School cost to \$2,238,565.

The opposite would apply to the Hawley project. Mr. Faiella presented a new estimate at a lower cost, which included replacement of the boiler system from steam to hot water, and 1921 section and lighting. The estimate came in at \$783,200. With estimated incentives from Eversource of \$39,961, the total Hawley cost becomes \$743,239. With a reduced cost of \$1,180,364 from the original estimate, Mr. Faiella stated we could shift this balance over to the High School and it would leave our line item pretty close to where it is now on year one. It would actually be \$550,000 over our original estimates without the incentives, but bonded over a 20 year period would not be huge and we would get excellent savings from both of these with the lighting and high efficiency boilers. Mrs. Leidlein stated we would then need to add that extra \$550,000 to the total cost of both projects for year one. Mr. Cruson stated compared to year 2 and 3 it is still less. Mr. Faiella stated it was a 12 year payback. Mr. Bienkowski asked if the incentives would be paid by check and if that would come in the first year. Mr. Faiella stated the check would come at the end of the completion of the project.

Mr. Cruson stated that these projects are not jumping , the project scope is increasing. Mr. Delia stated these projects are changing to make them energy efficiency projects, which will save the taxpayers money and save the community; it's a smaller carbon footprint of all the things focusing on as a board for the community.

Mrs. Leidlein asked what happens with year 2 of Hawley? Mr. Faiella stated there would not be any energy conservation for the ventilation and air conditioning. Mr. Faiella stated if you look at Middle Gate school we installed air in the library, and now we are putting in a project plan to add air into the cafeteria and eventually maybe the gymnasium. The Middle School has a cooling station in the library and some others have cooling stations such as Hawley in the library and the gymnasium.

Mr. Delia stated he was very pleased that Mr. Faiella found these savings and thanked him for that. He stated Mr. Faiella has saved the taxpayers hundreds of dollars and created an environment that is energy efficient.

Mr. Faiella stated that the question came up at the last meeting of what we are doing in year 5 of the CIP. He talked about wanting to focus on doing an energy conservation project at the Head O'Meadow school. It has the original boiler plant. Boilers that burn oil Eversource will not give money for, but we would get reimbursement for lighting, vending, the pumps, VFDs ( Variable Frequency Drives) which run the pumps, and all of that other kind of equipment in the building. We would also get reimbursement for a complete new lighting system which includes inside and poles in the parking lot with converting to LED lights. He is not sure what the numbers look like at this time. He stated it should be considered for year 5, the boilers are getting old, they are original to the building.

Mr. Bienkowski stated he will adjust the CIP plan to reflect the new numbers and incentives for the High School and Hawley projects. He will also put the Head O'Meadow project in as a TBD.

Mr. Faiella will get Head O'Meadow numbers for year 5 for our next meeting.

The Committee set the next CIP meeting for June 4<sup>th</sup> at 5:pm

**ITEM 3** Approval of April 10, 2018 Minutes

Mrs. Leidlein moved to approve the minutes of April 10, 2018. All in favor.

**ADJOURNMENT**

Mrs. Leidlein moved to adjourn the meeting. Mr. Cruson seconded the motion. Meeting was adjourned at 6:29 p.m.

Respectfully submitted,

Joanne Morris





# Foodservice Overview 2017-2018

John Prunier – District Manager

## Financial Overview

1

Projected Positive Position of \$13,743 for Current School Year

2

No Meal Price Increases included for the 2018-2019 School Year

3

Increasing ADP meal counts and ala carte revenues

4

Projecting a \$6,061 Profit for 2018-2019.

- 3% Increase in wages
- Rising Health Care costs
- Marginal Increase in food, paper and cleaning costs
- Nominal Fixed Cost Increases
- 2.2% CPI Increase

Newtown High School  
SY 2018 - 2019 Cafeteria Budget

	2017-2018	2018-219 Budget			Rationale	Meal Price Increase
	Projection	District	Catering	Combined		\$0.00
Type A Breakfast	\$0	\$0	\$0	\$0		\$0
Type A Lunch	\$0	\$0	\$0	\$0		\$0
Milkcarte	\$675,005	\$718,290	\$0	\$718,290	2% Increase, Full Op days	\$718,290
Adult Sales	\$10,069	\$10,796	\$0	\$10,796	Flat	\$10,796
Federal / State Reimbursements	\$0	\$0	\$0	\$0		\$0
Additional DB Cent reimbursement	\$0	\$0	\$0	\$0		\$0
Catering	\$15,872	\$0	\$16,090	\$16,090		\$16,090
Vending Commission	\$2,176	\$2,296	\$0	\$2,296		\$2,296
Total Sales	\$703,122	\$731,382	\$16,090	\$747,472		\$747,472
Total Food Cost	\$291,711	\$282,434	\$6,359	\$288,793	Flat	\$288,793
Paper/Cleaning Cost	\$16,407	\$16,502	\$363	\$16,865	Flat	\$16,865
Whitsons Payroll	\$236,309	\$275,836	\$0	\$275,836	3% increase, Full staffing	\$275,836
District Payroll	\$16,965	\$20,102	\$0	\$20,102	20% Allocation	\$20,102
Total Cost of Sales	\$561,392	\$594,874	\$6,722	\$601,596		\$601,596
Gross Profit	\$141,730	\$136,508	\$9,368	\$145,876		\$145,876
Other Expenses	\$28,155	\$38,585	\$161	\$38,746	Amortization adjustment	\$38,746
Adm Exp	\$14,642	\$14,964	\$0	\$14,964	2%	\$14,964
Mgt Fee	\$3,660	\$3,741	\$0	\$3,741	2%	\$3,741
Total Other Expenses	\$46,457	\$57,290	\$161	\$57,451		\$57,451
Return To District	\$95,273	\$79,218	\$9,207	\$88,425		\$88,425

5/8/2018



## RAMEN NOODLE BAR

- The Ramen Noodle Bar made it to every school this year and was well received by Children and adults.
- They were able to choose healthy toppings for their soups. Plenty of fresh raw vegetables and proteins like grilled chicken, hard boiled eggs, and roasted pork.
- Delicious low sodium vegetable broth is ladled over the top to warm it all up. We serve the soup in a "Take out" container and watch them smile as they leave the kitchen so excited.
- Many children came back to say "thank you" as they recited the new vegetables they had just tried and loved.



## We now have Acai Berry Bowls

- Acai Berries:**  
**What Are the Benefits?**  
**Promotes Heart Health**  
**Stops Bad Cell Proliferation**  
**Aids Weight Loss**  
**Promotes Skin Health**  
**Helps Digestion**  
**Reduces Irritation**  
**Improves Cellular Health**  
**Immune System Booster**  
**Has Anti-Aging Effects**  
**Boosts Energy**  
**Improves Mental Function**



We set up a table with information about the Acai berry with recipes and samples. Our goal was to introduce this trending super fruit.

To our surprise the students were more familiar than expected. Not only did they love the berry bowls but they asked when they would be available on the menu for lunch or breakfast.

## SURVEY KIOSKS

Daily Survey Kiosk

### Survey Questions

1. I am a

- Student
- Faculty/Staff Member

2. Did you enjoy your lunch today?

- Yes I enjoyed my lunch today
- My lunch today was ok
- No I did not enjoy my lunch today

3. Which station did you choose for your meal today?

- Coyote Grill
- Frial Express
- Great American Sandwich Company
- Healthy Harvest
- Jess Ruby's Grill
- Shaky Joe's
- World Market

Was the cafeteria staff helpful and courteous to you?

- Yes
- No

How likely are you to eat lunch at school again tomorrow?

- Very likely
- Likely
- Neither likely nor unlikely
- Unlikely
- Very unlikely



### Choosi Detail



- Fully reimbursable meals or just a custom sandwich or salad entrée
- Students order meals before school or on the day before
- Students who ordered are reminded with a push notification in the morning so they don't forget
- Meals prepared in off-peak hours to optimize labor
- Choosi-branded carts and shelving available to merchandize to students
- Mobile app available on Android and iOS smartphones and tablets, and also online using popular internet browsers
- Practice placing an order by downloading the Choosi app or visiting [www.getchoosi.com](http://www.getchoosi.com), select an item from the Grab & Go page → Customize → Sign in as Guest → Select items and place order



# WHY DIGITAL? SIGNAGE

**WELCOME TO OUR CAFE**

**DID YOU KNOW...**

A CLUSTER OF BANANAS IS CALLED A "HAND" AND A SINGLE BANANA IS CALLED A "FINGER".

**WHITSONS<sup>®</sup>**  
School Nutrition

- Waffles with Turkey Sausage**  
Light and creamy whole grain waffles served with a turkey sausage patty
- Ham & Mozzarella Stromboli**  
Ham and mozzarella cheese stuffed in a crusty pizza shell
- Nachos with Cheese and Pico**  
Tortilla chips topped with melted cheddar cheese and pico de gallo
- Sizzling Philly Cheese Steak Sandwich**  
Thinly sliced steak and melted mozzarella served on a whole wheat bun
- Chicken Caesar Wrap**  
Caesar salad with crispy chicken in a wrap
- Garden Salad with Mozzarella Cheese**  
Tomatoes, cucumbers and shredded mozzarella cheese served over a bed of romaine lettuce, with two dinner rolls



THANK YOU

**ENERGY CONSERVATION PROJECTS**

HIGH SCHOOL

ECM'S	\$ 2,364,000.00
Hygenist Asbestos	\$ 18,000.00
Demo/Abatement	\$ 75,000.00
10% Contingency	\$ 245,000.00
<u>TOTAL</u>	<u>\$ 2,702,000.00</u>

HAWLEY

ECM'S	\$ 609,000.00
Hygenist Asbestos	\$ 18,000.00
Demo/Abatement	\$ 50,000.00
Tank removal	\$ 35,000.00
10% Contingency	\$ 71,200.00
<u>TOTAL</u>	<u>\$ 783,200.00</u>

## AUTOMATED BUILDING SYSTEMS, INC.

5/8/2018

# NEWTOWN PUBLIC SCHOOLS

## Newtown High School ENERGY CONSERVATION PROJECT BUDGETS 2018

HIGH SCHOOL	ECM	Installed	Estimated	Estimated	Net		Years
ECMs	Description	Cost	Savings	Est Incentive	Cost		Payback
ECM-1	Lighting and Vending	\$1,444,960	\$94,545	\$283,635	\$1,160,325		12.3
ECM-2	BMS Controls Budget	\$80,000	\$10,600	\$11,800	\$68,200		6.4
ECM-3	New Heating, DHW,VFDs	\$840,000	\$53,690	\$168,000	\$672,000		12.5
	<b>TOTALS</b>	<b>\$2,364,000</b>	<b>\$158,835</b>	<b>\$463,435</b>	<b>\$1,900,525</b>		<b>12.0</b>

**Disclaimer:**

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Any incentive and/or energy savings numbers referenced in this email are estimates only and should not be interpreted as a commitment to pay incentives for any referenced project. Estimates are made based on information provided by the Participant, vendors providing services for the Participant, or other sources, and are not guaranteed to be error-free.

Figures may change due to program changes, calculation errors, inaccurate project data discovered through pre-inspection, or for any other reason. Only a Letter of Agreement (LOA) signed by CL&P Management AND counter-signed by the program Participant is considered to be a valid estimation of incentives. The final incentive for a project is dependent on multiple factors including the actual installed equipment, costs, and energy savings--so any change in project parameters may result in a change in incentives.

## AUTOMATED BUILDING SYSTEMS, INC.

5/8/2018

# NEWTOWN PUBLIC SCHOOLS

## Hawley Elementary School ENERGY CONSERVATION PROJECT BUDGETS 2018

HAWLEY SCHOOL	ECM	Installed	Estimated	Estimated	Net		Years
ECMs	Description	Cost	Savings	Est Incentive	Cost		Payback
ECM-1	Lighting and Vending	\$184,000	\$10,103	\$22,155	\$161,845		16.0
ECM-2	BMS Controls Budget	\$40,000	\$5,300	\$5,900	\$34,100		6.4
ECM-3	New Heating, DHW, VFDs	\$385,000	\$15,576	\$10,906	\$374,094		24.0
	<b>TOTALS</b>	<b>\$609,000</b>	<b>\$30,979</b>	<b>\$38,961</b>	<b>\$570,039</b>		<b>18.4</b>

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NEWTOWN BOARD OF EDUCATION  
SUMMARY - CAPITAL IMPROVEMENT PLAN  
2019/20 TO 2023/24

5/8/18 DRAFT Development  
FOR 2019-20

Year 1      Year 2      Year 3      Year 4      Year 5

CIP Item #	Location	Description of Project	underway					TOTALS	
			2018/19	2019/20	2020/21	2021/22	2022/23		2023/24
1	Hawley Elem.	Replace boiler, steam to HW, 1921 section & Lighting energy project Less Energy Incentive PAYMENT		\$783,200 -\$38,961 \$744,239					
3	Hawley Elem.	Ventilation and HVAC Renovations, partial A/C, focus on '21 section		\$5,002,267					\$5,746,506
	<i>underway</i>	<i>Middle Gate Elem</i>	\$1,685,400						\$0
7	Head O'Meadow	Lighting, efficiency, variable frequency drivers & pumps						TBD	\$0
6	Reed Intermediate	Install high efficiency gas boilers & LED lighting conversion					\$2,120,000		\$2,120,000
5	Middle School	II - Ventilation, HVAC, AC Auditorium & Caf�, replace rooftop units '98				\$3,278,898			\$3,278,898
2	High School	Main boiler replacements - High Efficiency Gas, lighting and controls Less Energy Incentive PAYMENT		\$2,702,000 -\$463,435 \$2,238,565					
4	High School	Replace/restore stadium turf field (11th year)				\$1,123,600			\$3,362,165
TOTAL COSTS OF ALL PROJECTS			\$1,685,400	\$2,982,804	\$5,002,267	\$4,402,498	\$2,120,000	\$0	\$14,507,569
TOTAL TO BE BONDED				\$2,982,804	\$5,002,267	\$4,402,498	\$2,120,000	\$0	\$14,507,569
School Building Grant Eligible			2017-18 Reimbursement rate 36.43%						

Eligibility for project inclusion on the CIP is that the cost must exceed 0.25% of the Total Town Budget, \$117,121,198. For 2018-19 the threshold is \$292,803. Estimates on file are increased by 6% from last year

6.0%