Minutes of the Board of Education meeting on January 23, 2018 at 7:30 p.m. in the Reed School library.

M. Ku, Chair  L. Rodrigue
R. Harriman-Stites, Vice Chair  J. Evans Davila
D. Cruson, Secretary  R. Bienkowski
D. Leidlein (absent)  6 Staff
J. Vouros (absent)  4 Public
A. Clure  2 Press
D. Delia

Mrs. Ku called the meeting to order at 7:30 p.m.

Item 1 – Pledge of Allegiance

Item 2 – Technology
Carmella Amodeo spoke about increases in the technology budget including repair items because we switched firewalls, contracted services for a service that generates attendance letters, and an increase in software.

Mrs. Harriman-Stites asked for an explanation of the shared network specialist position. Mrs. Amodeo said the person who did this work left the district. When the position was advertised the salary was not robust enough so she checked into sharing this position with the town. This was eliminated on the town side so she will re-advertise for someone for us as a full time position.

Mr. Clure asked what she wanted in her budget but did not get and if there was a technology need that was curriculum driven.

Mrs. Amodeo said the needs for technology for curriculum such as Project Lead the Way have been met. In Reed and the middle school we have one Chromebook cart for every two classrooms and they are still evaluating this so we may want to add more. Nothing else regarding technology has come to her attention.

Mrs. Ku said we were replacing obsolete equipment we have for $470,000. She asked if there was equipment that is obsolete that we are still using.

Mrs. Amodeo said in some places we are still estimating the life cycle of a Chromebook. We have not replaced our whole obsolete fleet of Ipad yet. We just continue to evaluate them to ensure they are meeting the needs. We also take advantage of Erate funding.

Item 3 – Continuing Education
Elissa Gellis shared that contracted services has gone up because teacher salaries have been negotiated. We took out one teacher so our salaries went down $2,000.

Item 5 – General Services
Mark Pompano spoke about the security budget. The biggest change is a significant increase because the armed security officer salaries will be paid by the Board of Education. They were previously paid by the police department.

Mr. Clure asked if he was covered by the software and technology needed.

Mr. Pompano stated that everything requested is needed. Our fleet of radios is over ten years old so there will be battery needs.

Item 4 – Plant
Mr. Bienkowski reviewed the plant budget. There are 3 components which include administration and supervisors which is 3% of the budget, maintenance of buildings and grounds for 26%, and final component is cleaning of buildings at 71%.
Mr. Clure asked about the snow plow used at Sandy Hook School. Mr. Bienkowski said last year they tried out equipment to throw instead of plow because of the way the parking area was configured. They used it for one year but it didn’t work out so Mr. Faiella used a different piece of equipment which works well. We will have to pay for it over three years. Parks and Rec will also use it for snow removal.

Mr. Clure asked if the purchasing agent will offset some costs. Mr. Bienkowski said that person will also work for the town. We locked into electricity and we use market for fuel. That work will be directed to the purchasing agent.

Item 5 – Benefits Budget
Mr. Bienkowski stated that the goal is to move all employees to the HSA Plan which is less. The town wants to move the pension rate from 7.5% to 7%. The pension plan will phase this in over three years to minimize the impact. Workers comp is expected to increase for next year because of the armed security officers. There was a decrease of $651,000 in the medical self-funded account because of the adequate overall fund balance.

Mr. Delia asked if anyone has looked into healthy employee initiatives. Mr. Bienkowski said those initiatives have been addressed in negotiations. Wellness initiatives are also put out to the schools. Anthem has initiatives which are on a voluntary basis.

Item 6 – General Services Budget (continued)
Mr. Bienkowski spoke about some of the items in this budget. The only increase in the budget for the superintendent, assistant superintendent and human resources offices are for salaries. An additional increase in budget and business services will be for the shared purchasing agent.

Mr. Delia asked the policy on auditors and how often they change. Mr. Bienkowski said the town employs the auditors and we receive an invoice for a pro-rated share of the cost. We went out to bid last year and we have a new firm with a contract for three years.

Mr. Clure asked if the $100,000 salary included benefits and asked if anyone thought of cutting that in half and giving that person a percentage of what they saved us. Mr. Bienkowski didn’t know if anyone thought of that possibility.

Mrs. Harriman-Stites expressed concern with the removal of the network administrator out of the town budget. She asked if we had a plan in place if that position gets removed from the budget. Mr. Bienkowski said our intent is to hire our own network administrator. The town is determined they did not have the same level of need for this position. We will add $15,000 to the salary we proposed and hope to fill it.

Mrs. Harriman-Stites was concerned about the purchasing agent and if it get cuts from the town side if we would make it a half-time position. Mr. Bienkowski said we would need to discuss this with the First Selectman.

Item 7 – Transportation
Mr. Bienkowski said next year includes a 3% salary increase for All-Star. They will also have 26 propane powered buses. Some costs are offset by the excess cost grant.

Dr. Rodrigue said the task force is still meeting and will not present to the Board until March. There will be no cost solutions. She was asked if we had a dedicated fleet at Reed. The cost for that would be $1,188,429 for 20 buses. This is looking at the three tier system but the buses
would be used differently. If we remained in the same configuration as now with 46 buses we would need an additional nine to transport elementary students if we had 20 dedicated for Reed. The estimated cost would be over $500,000 to add those buses.

Mrs. Harriman-Stites asked if Reed would be on a separate tier.
Mrs. Vadas said it would still be a two-tier system but it eliminates the shuttle because Reed would have their own buses. We would need nine for the elementary level.

Mr. Clure asked if it was possible for a review of miles per gallon. We are paying more to have the propane buses on the road. He asked if we could delay the purchases a year and possibly save and also asked for an analysis of a potential savings. He suggested asking them to delay the purchases a year.
Mr. Bienkowski said dealing with a contract that has been negotiated and taking into account all aspects of operating a transportation system it is unlikely they would want to open the contract. Diesel vehicles require more maintenance as they get older. He doesn’t think it would be to our advantage to reopen the contract to delay the purchasing of the buses because they might want to negotiate other things. He would advise not to open it. All-Star is looking for a property investment in town to keep the buses and would install a larger propane tank.

Mr. Delia asked if we were bringing in propane tanks now.
Mr. Bienkowski said we put out a bid for propane to provide an infrastructure to fill the vehicles. Mitchell got the bid and installed the tank but it could be moved. It’s owned by Mitchell but they would put a permanent installation in the ground.
Mrs. Ku asked to have the transportation options in the format from previous meetings.
She asked for questions from the Board by Monday for next week’s meetings.

Item 8 – Public Participation
Katie Burke, 48 Taunton Hill Road, spoke about the three-tier plan she and Mrs. Kortze put together but was not accepted. She reconfigured the three tier system and presented it to the task force yesterday and met with Dr. Rodrigue, Mr. Dufour and Mrs. Vadas and was told that All-Star had to re-look at it. Today she received a note that it would not work. Not sure why someone would just say it would not work without looking at the details. She asked that the Board dig into the details and evidence and be fully aware of the plans being discussed. Dr. Rodrigue did say she was looking for more information. Please ask for evidence for the plans turned down by the task force.

Julia Conlin, 11 Old Castle Drive, was concerned that if there is a solution that might cost money it should be decided now. Shuttles are crowded. We may need an option with more costs.
MOTION: Mr. Clure moved to adjourn. Mr. Cruson seconded. Motion passes unanimously.
Item 9 – Adjournment
The meeting adjourned at 10:12 p.m.

Respectfully submitted:

____________________________________
Daniel J. Cruson, Jr.
Secretary
Elementary buses used last year

Hawley 8
Sandy Hook 9
Middle Gate 9
Head O’Meadow 9

35

Current fleet has 46 buses. If we dedicate 20 to Reed we would need an additional 9 to transport the elementary schools. This is assuming that we keep the current configuration of two tiers and the school times remain the same.

Estimated cost of the additional buses would be based on a configuration of 77 passenger at $339.90 per day and 47 passenger buses at $309.52 per day. The exact configuration would have to be determined by the bus company. Estimated cost would be over $500,000.
DEDICATED FLEET AT REED

Previously, in 3-Tier System, we utilized 30 buses

To move to dedicated buses at Reed, we would need 20 buses based on 10 (77P) & 10 (47P) = $1,188,439

77 = 339.90 x 10 x 183 school days = $622,017
47 = 309.52 x 10 x 183 school days = $566,422

$1,188,439

If all buses are propane, the addition fuel cost = $64,746.

If all are diesel = $88,000.

Fuel is based on 2200 gallons per bus.
# 2018-19 REQUESTED PROPERTY AND EQUIPMENT

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**TOTAL EQUIPMENT**

$596,247
## PROPERTY & LIABILITY INSURANCE

### 2017-18 Current & 2018-19 Estimated

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### TOTAL - PROPERTY & LIABILITY

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### CIRMA, Rose & Kieman, Inc. Policies

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3.50% factor property & liability
3.00% 3.00% factor workers compensation
1/23/2018
## Fuel Oil Budget for 2017-18

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<th>Location</th>
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<th>2017-18</th>
<th>16-17 used</th>
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can adjust if inventory on hand

## Oil & Diesel Bid 2/15/2018

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<th>Revised</th>
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<th>Increased Cost</th>
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**Total Budget Need - School Budget** $25,275
## 2016-17

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<th>2016</th>
<th>2017</th>
<th>Total</th>
<th>2016-17</th>
<th>Balance</th>
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<td></td>
<td>July-Sept</td>
<td>Oct-Dec</td>
<td>Jan-Mar</td>
<td>Apr-Jun</td>
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<td><strong>Total</strong></td>
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**difference over LY**: 6,199.96, 5,952.09, 307.88, (758.09)  
**Actual balance**: -4,200.18

## 2017-18

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<td>Oct-Dec</td>
<td>Jan-Mar</td>
<td>Apr-Jun</td>
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**difference over LY**: 3,265.10, 3,205.22, 699.74, 812.47  
**Actual balance**: -12,182.72

*Washed roof in Aug*
## BUILDING & SITE MAINTENANCE PROJECTS - FIRST YEAR OF FIVE YEAR PLAN

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<tr>
<th>HAWLEY SCHOOL</th>
<th>PROJECT DESCRIPTION</th>
<th>JUSTIFICATION</th>
<th>PRIORITY</th>
<th>YEAR 1 2018-19</th>
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<td>MIDDLE GATE SCHOOL</td>
<td>INSTALL HVAC IN CAFETERIA</td>
<td>COOLING STATION</td>
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<td></td>
<td>MIDDLE GATE - PROGRAM TOTAL</td>
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<td>HEAD O'MEADOW SCHOOL</td>
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<td>CARPET/FLOORING REPLACEMENT PROGRAM</td>
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<td>INSTALL MULLIONS &amp; EXIT DEVICES AT EXTERIOR DOORS</td>
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## 410 - BUILDING CONTRACTED SERVICES

### Maintenance of Buildings & Grounds

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<tbody>
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<td>Gym Door Service (RIS, MS &amp; HS)</td>
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<td>Refinish Gym Floors</td>
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<tr>
<td>Gym Equipment and Bleacher Inspections</td>
<td>500</td>
<td>500</td>
<td>1,000</td>
<td>1,000</td>
<td>0</td>
</tr>
<tr>
<td>Repainting Parking Lot Lines</td>
<td>12,000</td>
<td>12,000</td>
<td>12,000</td>
<td>11,500</td>
<td>-500</td>
</tr>
<tr>
<td>Repaint NHS Bleachers</td>
<td>0</td>
<td>8,500</td>
<td>8,500</td>
<td>8,500</td>
<td>0</td>
</tr>
<tr>
<td>Water Treatment - HAW Boilers</td>
<td>0</td>
<td>1,000</td>
<td>1,000</td>
<td>1,000</td>
<td>0</td>
</tr>
<tr>
<td>SHS - Snow Plow and Removal from site</td>
<td>0</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>0</td>
</tr>
</tbody>
</table>

**Total Maintenance Contracted Services**

|                        | 540,600 | 597,500 | 601,100 | 585,600 | -15,500 |