

**NEW MILFORD BOARD OF EDUCATION**  
New Milford Public Schools  
50 East Street  
New Milford, Connecticut 06776

**SPECIAL MEETING NOTICE**

<b>DATE:</b>	June 21, 2012
<b>TIME:</b>	6:45 P.M.
<b>PLACE:</b>	Lillis Administration Building – Room 2

**AGENDA**

**New Milford Public Schools Mission Statement**

The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family, and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.

**1. CALL TO ORDER**

A. Pledge of Allegiance

**2. PUBLIC COMMENT**

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of items on this agenda. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

**3. DISCUSSION AND POSSIBLE ACTION**

A. Bid Awards

1. Hill and Plain School Boiler Replacement Project

2. Schaghticoke Middle School Locker Replacement Project

B. Exhibit A: Authorization of Signatories on School District Accounts

C. Recommendation and Approval for Designee of Superintendent of Schools

**4. ITEMS FOR INFORMATION AND DISCUSSION**

A. Storage Shed at Lillis Administration Building

B. SmartBus Live

**5. ADJOURN**

GEORGE C. BUCKBEE  
TOWN CLERK

2012 JUN 20 P 2:25

NEW MILFORD, CT



**NEW MILFORD PUBLIC SCHOOLS**  
**FACILITIES DEPARTMENT**

386 Danbury Road  
NEW MILFORD, CT. 06776

**John E. Calhoun**  
*Facilities Manager*

Telephone : (860) 354 - 6265  
Fax : (860) 210-2233

To: Dr. JeanAnn Paddyfote, Superintendent of Schools  
From: John Calhoun, Facilities Manager  
Date: June 20, 2012

RE: Hill and Plain School Boiler Replacement Project

The Hill and Plain School boiler replacement project bids were opened on June 12, 2012. Five companies submitted bids. It is my recommendation that the bid be awarded to Connecticut Boiler Repair and Manufacturing Company Inc., the second lowest bidder, for the sum of **\$298,800.00.**

In conjunction with our engineering firm, Fuss & O'Neill, Inc., we have reviewed all of the chosen bidder's references, project lists, experience and histories to make this determination. In addition, we have worked successfully with this firm previously, as they installed our chiller at Schaghticoke Middle School in 2005.

I am comfortable in awarding this bid to this firm and look forward to working with them to provide Hill & Plain School with a quality heat source that will provide us not only with immediate energy savings, but future energy savings with the Siemens controls and dual fuel capabilities.



# NEW MILFORD PUBLIC SCHOOLS

## FACILITIES DEPARTMENT

386 Danbury Road  
NEW MILFORD, CT. 06776

**John E. Calhoun**  
*Facilities Manager*

Telephone : (860) 354 - 6265  
Fax : (860) 210-2233

To: Dr. JeanAnn Paddyfote, Superintendent of Schools  
From: John Calhoun, Facilities Manager  
Date: June 20, 2012

RE: Schaghticoke Middle School Locker Replacement Project

The Schaghticoke Middle School locker replacement project bids were opened on June 18, 2012. Four companies submitted bids. It is my recommendation that the bid be awarded to A.T. Equipment Sales Corporation, the lowest qualified bidder, for the sum of **\$99,378.00**.

With this bid award, we will be able to replace 800 lockers at Schaghticoke Middle School, which will be all of the original lockers installed when Schaghticoke was constructed 40 years ago. The lockers put in during the renovation in the early 1990's and the locker room lockers will still be used until we can replace them in future years.

We look forward to working with A.T. Equipment Sales Corporation to provide our middle school students with functional, quality lockers.

## EXHIBIT A

The New Milford Board of Education hereby resolves that the individuals listed below are authorized signatories on the following accounts:

<u>Description</u>	<u>Financial Institution</u>	<u>Authorized Individuals</u>
Noble B. Booth Scholarship	Webster	JeanAnn C. Paddyfote Gregg Miller
JPS Activity Master Fund	Webster	JeanAnn C. Paddyfote Paula Kelleher Gregg Miller
JPS Operations Master Fund	Webster	JeanAnn C. Paddyfote Paula Kelleher Gregg Miller
NMHS Activity Master Fund	Webster	JeanAnn C. Paddyfote Greg Shugrue Gregg Miller
NMHS Operations Master Fund	Webster	JeanAnn C. Paddyfote Greg Shugrue Gregg Miller
NMHS Class of Master Fund	Webster	JeanAnn C. Paddyfote Greg Shugrue Gregg Miller
Money Market Scholarship Acct.	Webster	JeanAnn C. Paddyfote Greg Shugrue Gregg Miller
SMS Operations Master Fund	Webster	JeanAnn C. Paddyfote Dana Ford Gregg Miller
SMS Activity Master Fund	Webster	JeanAnn C. Paddyfote Dana Ford Gregg Miller
SMS Student Awards Master Fund	Webster	JeanAnn C. Paddyfote Dana Ford Gregg Miller

The New Milford Board of Education hereby resolves that the individuals listed below are authorized signatories on the following accounts:

<u>Description</u>	<u>Financial Institution</u>	<u>Authorized Individuals</u>
SNIS Operations Master Fund	Webster	JeanAnn C. Paddyfote Len Tomasello Gregg Miller
SNIS Activity Master Fund	Webster	JeanAnn C. Paddyfote Len Tomasello Gregg Miller
SNIS Student Awards Master Fund	Webster	JeanAnn C. Paddyfote Len Tomasello Gregg Miller
Hill & Plain Activity Master Fund	Webster	JeanAnn C. Paddyfote <b>Maryann Ness</b> Gregg Miller
Hill & Plain Operations Master Fund	Webster	JeanAnn C. Paddyfote <b>Maryann Ness</b> Gregg Miller
Northville Sch. Activity Master Fund	Webster	JeanAnn C. Paddyfote Susan Murray Gregg Miller
Northville Sch. Operations Master	Webster	JeanAnn C. Paddyfote Susan Murray Gregg Miller
BOE School Lunch Fund	Webster	JeanAnn C. Paddyfote Sandra Sullivan Gregg Miller

Comments:

1. Two signatures are required on accounts.
2. The account numbers have been left blank intentionally.

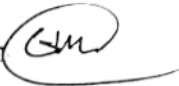
Bold=Change from prior year



# TOWN OF NEW MILFORD

50 East Street  
New Milford, Connecticut 06776  
Telephone (860) 354-0047 • Web Site: [www.youthagency.org](http://www.youthagency.org)

Office of the Youth Agency

To: John Calhoun  
From: G. Mark Mankin   
Date: June 20, 2012  
Subject: Post and Beam Barn

The Agency is requesting your consideration of constructing a post and beam shed behind the East Street School. The building would be constructed on the present site of the green house at the southern end of the property. As we have discussed, this facility would benefit us both in that it would serve as an area for equipment that is now either housed in the building or the greenhouse. It would also give both of us additional storage space.

The Town is presently in the process of taking down a fairly large post and beam structure behind the library. The building contains a hand hewn frame, much of which was taken from the last covered bridge that spanned the Housatonic River at the present location of Veterans Bridge.

The project would accomplish three things:

- a. Provide us with the necessary maintenance area for East Street
- b. Allow 10 to 12 high school students from New Milford High School an opportunity to construct a post and beam shed as a summer project
- c. Give new life to a portion of an historical structure located in New Milford

Please let me know what you think.

**New Milford Board of Education  
Special Meeting Minutes  
June 21, 2012  
Lillis Administration Building – Room 2**

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. David A. Lawson Mr. Thomas McSherry Mrs. Lynette Celli Rigdon Mrs. Daniele Shook Mr. William Wellman	GEO. GEORGE C. BUCKBEE TOWN CLERK 2012 JUN 22 P 1:49 NEW MILFORD, CT
Absent:	Mr. Tom Brant Mr. Daniel W Nichols Mr. David R. Shaffer	
Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. John Calhoun, Facilities Manager Mr. Gregg Miller, Director of Fiscal Services	

1.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b> The special meeting of the New Milford Board of Education was called to order at 6:47 p.m. by Mrs. Faulenbach. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>
2.	<b>Public Comment</b> There was none.	<b>Public Comment</b>
3.	<b>Discussion and Possible Action</b> <b>A. Bid Awards</b> <ol style="list-style-type: none"> <li>Hill and Plain School Boiler Replacement Project</li> <li>Schaghticoke Middle School Locker Replacement Project</li> </ol> <p>Mr. McSherry moved to award the bid for the Hill and Plain School Boiler Replacement Project to Connecticut Boiler Repair and Manufacturing Company, Inc. in the amount of \$298,800.00, seconded by Mrs. Celli Rigdon and passed unanimously.</p> <ul style="list-style-type: none"> <li>Mr. Calhoun stated that engineers Fuss and O'Neill, Inc. did the footwork on this project in</li> </ul>	<b>Discussion and Possible Action</b> <b>A. Bid Awards</b> <ol style="list-style-type: none"> <li>Hill and Plain School Boiler Replacement Project</li> <li>Schaghticoke Middle School Locker Replacement Project</li> </ol> <p><b>Motion made and passed unanimously to award the bid for the Hill and Plain School Boiler Replacement Project to Connecticut Boiler Repair and Manufacturing Company, Inc. in the amount of \$298,800.00.</b></p>

conjunction with Facilities. They were very specific on model efficiencies required and that they offer Siemens digital controls which will blend with district-wide systems. The system will also have dual controls so that it can tie in with natural gas if it becomes available down the road. Five bids were received ranging from over \$374,000 to \$297,000. The second lowest bidder was chosen based on company history, experience, and issues the low bidder has had with meeting deadlines. The district also has past experience with the company because they installed the chiller at SMS in 2005.

- Mrs. Faulenbach asked if the bid was awarded tonight would the projected timeline still hold. Mr. Calhoun said yes, the project would be done by mid-September, well in time for heating season.
- Mrs. Faulenbach asked if the amount included the full scope of the project. Mr. Calhoun said yes, from removal to installation of Siemens digital controls.
- Mrs. Celli Rigdon asked if there was any impact to students. Mr. Calhoun said none as the boiler room is in an isolated area near the loading dock. Workers would not have to enter the school at all.
- Mrs. Faulenbach asked about life expectancy and Mr. Calhoun said they could last for well over 40 years.

Mr. McSherry moved to award the bid for the Schaghticoke Middle School Locker Replacement Project to A.T. Equipment Sales Corporation in the amount of \$99,378.00, seconded by Mrs. Celli Rigdon and passed unanimously.

- Mr. Calhoun said this project's specifications were designed to cut down on replacement part issues. The new lockers will be welded steel and wide enough to accommodate student backpacks. Bids varied greatly from approximately \$197,000 to \$99,000. The lowest bidder was chosen. Mr. Calhoun said A.T. Equipment has been in business for many years and he has reviewed the locker they will provide. The bid award covers 800 lockers, which leaves the newer wings at SMS undone.
- Mrs. Faulenbach asked about the timeframe for installation. Mr. Calhoun said that since the money

**Motion made and passed  
unanimously to award the bid for  
the Schaghticoke Middle School  
Locker Replacement Project to  
A.T. Equipment Sales  
Corporation in the amount of  
\$99,378.00.**



for this project was dependent on the bid award for the boiler project, summer installation is not feasible. Lockers will be manufactured and ready for installation during the December break so as not to disrupt students.

- Mr. McSherry asked about the shape of the lockers in the newer wings. Mr. Calhoun said they were not too bad, but are in the old, narrow style so he would recommend replacement if possible.
- Mrs. Shook asked if the lockers would take up more room since they are wider and Mr. Calhoun said no they would use the same space because they will be in a two tier system.
- Mrs. Faulenbach stated that the capital reserve request for \$450,000 was for both projects, with the boiler designated as primary. Since the boiler came in lower, there is an additional balance that can be used for more lockers.
- Mr. Wellman asked if there was any problem using funds from one project that came in lower than anticipated to fund another. Mrs. Faulenbach and Mr. McSherry said they had both double checked the Town Council minutes that approved the request and no differentiation was made, so the Board is free to move money to cover both projects as needed.
- Discussion took place about amending the motion to include the additional balance. Dr. Paddyfote cautioned that there is an issue with prevailing wage for jobs over \$100,000. Mr. Calhoun said that A.T. Equipment informed him that they always bid municipal jobs as prevailing wage.
- Mrs. Faulenbach suggested that it might be better to come back at a future meeting with clarification of cost for additional lockers. Mr. Calhoun agreed that he would like to obtain more information for the Board before going forward.
- Mrs. Celli Rigdon asked if the Board needed to be concerned with storage of the new lockers prior to installation and Mr. Calhoun said no, that they did not arrive until installation is ready.

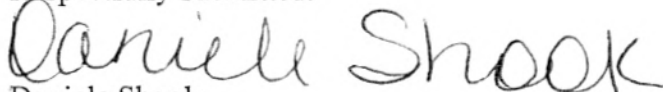
**B. Exhibit A: Authorization of Signatories on School District Accounts**

**B. Exhibit A: Authorization of Signatories on School District Accounts**

	<p>Mr. McSherry moved to add Mrs. Maryann Ness as signatory on school district accounts as shown in Exhibit A, seconded by Mr. Lawson and passed unanimously.</p> <ul style="list-style-type: none"> <li>• No discussion.</li> </ul> <p><b>C. Recommendation and Approval for Designee of Superintendent of Schools</b></p> <p>Mr. McSherry moved to approve the appointment of Assistant Superintendent Joshua Smith, and in his absence, Director of Human Resources Ellamae Baldelli, as Designee for the Superintendent of Schools from July 1, 2012 through June 30, 2013, seconded by Mr. Lawson and passed unanimously.</p> <ul style="list-style-type: none"> <li>• No discussion.</li> </ul>	<p><b>Motion made and passed unanimously to add Mrs. Maryann Ness as signatory on school district accounts as shown in Exhibit A.</b></p> <p><b>C. Recommendation and Approval for Designee of Superintendent of Schools</b></p> <p><b>Motion made and passed unanimously to approve the appointment of Assistant Superintendent Joshua Smith, and in his absence, Director of Human Resources Ellamae Baldelli, as Designee for the Superintendent of Schools from July 1, 2012 through June 30, 2013.</b></p>
<p><b>4.</b></p> <p><b>A.</b></p> <p><b>B.</b></p>	<p><b>Items for Information and Discussion</b></p> <p><b>Storage Shed at Lillis Administration Building</b></p> <ul style="list-style-type: none"> <li>• Mr. Calhoun stated that Mr. Mark Mankin had contacted him about a project that the Youth Agency is looking to fund through a grant. The greenhouse behind the Lillis Building would be removed and replaced with a storage shed in the existing footprint. This is made possible through the grant and donated lumber from a barn behind the New Milford Public Library that is coming down. It is old lumber but in very good shape, originally from a covered bridge. Mr. Mankin still needs approvals but wanted to let the Board know of his plans. Mr. Calhoun said the shed would be helpful to store grounds equipment for Facilities such as snow blowers, gas etc. which is now stored inside.</li> <li>• Mr. Lawson asked if the Historical Society should be apprised of materials used. Mr. Calhoun said he would mention the ideas to Mr. Mankin.</li> <li>• Mrs. Faulenbach asked if this would be a summer project and Mr. Calhoun said that was the hope.</li> </ul> <p><b>SmartBus Live</b></p> <ul style="list-style-type: none"> <li>• Mr. Miller distributed a handout about this item. He</li> </ul>	<p><b>Items for Information and Discussion</b></p> <p><b>A. Storage Shed at Lillis Administration Building</b></p> <p><b>B. SmartBus Live</b></p>

	<p>said the district is in the exploratory stage of this program which has come about in response to a state of Connecticut public act passed in July 2011 regarding the safety of students exiting and entering buses. This technology mounts a video feed to the stop sign of the bus. When the sign is engaged, a video feed records vehicles that pass the bus. This secure video feed is then transmitted to local police who review and issue citations when appropriate. There is no cost to the school district. The contract is between SmartBus and All-Star. Any replacement/maintenance issues would be SmartBus' issue. Mr. Miller said that All-Star and the Police Department are both on board with the project and will be looking to sign contracts and roll out the program gradually starting with a few buses in the fall.</p> <ul style="list-style-type: none"><li>• Mr. McSherry stated that he thought this was a great deterrent and that just advertising that we are using the technology should help.</li><li>• Mr. Wellman asked if there was any data as to whether this is a real problem in the community. Mr. Miller said no, anecdotal only. Dr. Paddyfote stated that she had had one complaint this year. Mr. Miller said that all buses, excluding special education buses which have a human monitor, already have cameras inside for monitoring.</li></ul>	
5.	<p><b>Adjourn</b></p> <p>Motion made by Mrs. Celli Rigdon to adjourn. Seconded by: Mr. Lawson</p> <p>Motion passed unanimously. The meeting adjourned at 7:25 p.m.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn at 7:25 p.m.</b></p>

Respectfully submitted:



Daniele Shook

Secretary

New Milford Board of Education