

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

OPERATIONS SUB-COMMITTEE
MEETING NOTICE

DATE: March 2, 2010
TIME: 7:30 P.M.
PLACE: Lillis Administration Building – Room 2

GEORGE C. BUCKBEF
TOWN CLERK
2010 FEB 25 P 3 44
NEW MILFORD, CT

AGENDA

1. Call to Order
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. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence
- B. Monthly Reports
 1. Purchase Resolution D-625
 2. Request for Budget Transfers
 3. Budget Position as of 2/28/10
- C. Reverse Auction Presentation

4. Adjourn

Sub-Committee Members: Mr. Tom McSherry, Chairman
Mrs. Alexandra Thomas
Mr. Bill Wellman
Mr. Rod Weinberg

Alternates: Mr. David A. Lawson
Mrs. Lynette Celli Rigdon

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
March 9, 2010

ACTION ITEMS

A. Personnel

1. **CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **None currently**

2. **CERTIFIED STAFF**

b. **APPOINTMENTS**

1. **none currently**

3. **NON-CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **none currently**

4. **NON-CERTIFIED STAFF**

b. **APPOINTMENTS**

1. **none currently**

5. **SUBSTITUTES**

a. **APPOINTMENTS**

1. **Mr. John Borsavage**, Substitute Teacher
Move that the Board of Education appoint **Mr. John Borsavage** as a Substitute Teacher effective March 10, 2010.

Education History:
BA: SUNY Purchase
Major: History

6. **COACHING STAFF**

a. **RESIGNATIONS**

1. **none currently**

7. **COACHING STAFF**

b. **APPOINTMENTS**

1. **Mr. Jason Arnauckas**, Co-ed Baseball/Softball Coach for Grade 4, Sarah Noble Intermediate School
Move that the Board of Education appoint **Mr. Jason Arnauckas** as Co-ed Baseball/Softball Coach for Grade 4 at Sarah Noble Intermediate School effective April 26, 2010.

2009-2010 Stipend: \$1844

- | | |
|--|---------------------------|
| <p>2. Mr. Jason Arnauckas, Boys' Interscholastic Baseball Coach, Schaghticoke Middle School
Move that the Board of Education appoint Mr. Jason Arnauckas as Boys' Interscholastic Baseball Coach at Schaghticoke Middle School effective April 1, 2010.</p> | 2009-2010 Stipend: \$1844 |
| <p>3. Mr. Christopher Bacich, Boys' Outdoor Track Assistant Coach, New Milford High School
Move that the Board of Education appoint Mr. Christopher Bacich as Boys' Outdoor Track Assistant Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$2947 |
| <p>4. Ms. Tricia Blood, Girls' Intramural Softball Coach, Schaghticoke Middle School
Move that the Board of Education appoint Ms. Tricia Blood as Girls' Intramural Softball Coach at Schaghticoke Middle School effective April 1, 2010, pending receipt of current CPR certificate.</p> | 2009-2010 Stipend: \$922 |
| <p>5. Mr. Robert Burkhart, Girls' Lacrosse JV Coach, New Milford High School
Move that the Board of Education appoint Mr. Robert Burkhart as Girls' Lacrosse JV Coach at New Milford High School effective March 10, 2010 pending receipt of current CPR certificate.</p> | 2009-2010 Stipend: \$2927 |
| <p>6. Mr. Steven Donahue, Boys' Baseball Volunteer Coach, New Milford High School
Move that the Board of Education appoint Mr. Steven Donahue as Boys' Baseball Volunteer Coach at New Milford High School effective March 10, 2010.</p> | Volunteer |
| <p>7. Mr. Rob Hibbard, Boys' Intramural Baseball Coach, Schaghticoke Middle School
Move that the Board of Education appoint Mr. Rob Hibbard as Boys' Intramural Baseball Coach at Schaghticoke Middle School effective March 10, 2010, pending receipt of current CPR certificate.</p> | 2009-2010 Stipend: \$922 |
| <p>8. Ms. Dawn Hough, Girls' Outdoor Track Volunteer Coach, New Milford High School
Move that the Board of Education appoint Ms. Dawn Hough as Girls' Outdoor Track Volunteer Coach at New Milford High School effective March 10, 2010.</p> | Volunteer |

- | | |
|--|---------------------------|
| <p>9. Ms. Jamie Katusha, Girls' Softball Volunteer Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Jamie Katusha as Girls' Softball Volunteer Coach at New Milford High School effective March 10, 2010.</p> | Volunteer |
| <p>10. Mrs. Erica Keane, Girls' Outdoor Track Head Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mrs. Erica Keane as Girls' Outdoor Track Head Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$4535 |
| <p>11. Mr. William Kersten, Girls' Lacrosse Varsity Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. William Kersten as Girls' Lacrosse Varsity Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$4503 |
| <p>12. Mr. Keith Lipinsky, Boys' Baseball JV Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Keith Lipinsky as Boys' Baseball JV Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$2986 |
| <p>13. Ms. Theresa McGuinness, Co-ed Intramural Track Coach, Schaghticoke Middle School
<u>Move</u> that the Board of Education appoint Ms. Theresa McGuinness as Co-ed Intramural Track Coach at Schaghticoke Middle School effective March 10, 2010.</p> | 2009-2010 Stipend: \$922 |
| <p>14. Mr. James Mullin, Co-ed Golf Varsity Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. James Mullin as co-ed Golf Varsity Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$2919 |
| <p>15. Mr. David Mumma, Co-ed Baseball/Softball Coach for Grade 4, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education appoint Mr. David Mumma as Co-ed Baseball/Softball Coach for Grade 4 at Sarah Noble Intermediate School effective April 26, 2010.</p> | 2009-2010 Stipend: \$1844 |

- | | |
|--|---------------------------|
| <p>16. Mr. Anthony Nocera, Girls' Softball Volunteer Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Anthony Nocera as Girls' Softball Volunteer Coach at New Milford High School effective March 10, 2010.</p> | Volunteer |
| <p>17. Ms. Lauren O'Leary, Girls' Outdoor Track Assistant Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Lauren O'Leary as Girls' Outdoor Track Assistant Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$2947 |
| <p>18. Ms. Brittany Price, Boys' Tennis Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Brittany Price as Boys' Tennis Coach at New Milford High School effective March 10, 2010, pending receipt of coaching permit.</p> | 2009-2010 Stipend: \$2935 |
| <p>19. Ms. Alison Reinke, Girls' Softball Freshmen Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Allison Reinke as Girls' Softball Freshmen Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$2297 |
| <p>20. Ms. Linda Scoralick, Girls' Softball JV Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Linda Scoralick as Girls' Softball JV Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$2986 |
| <p>21. Ms. Kristen Stolle, Girls' Tennis Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Kristen Stolle as Girls' Tennis Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$2935 |
| <p>22. Mr. Brendan Talbott, Boys' Lacrosse Varsity Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Brendan Talbott as Boys' Lacrosse Varsity Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$4503 |

- | | |
|--|---------------------------|
| <p>23. Mr. Michael Tremmel, Girls' Interscholastic Softball Coach, Schaghticoke Middle School
<u>Move</u> that the Board of Education appoint Mr. Michael Tremmel as Girls' Interscholastic Softball Coach at Schaghticoke Middle School effective March 10, 2010, pending receipt of coaching permit.</p> | 2009-2010 Stipend: \$1844 |
| <p>24. Mr. Matthew Wall, Co-ed Interscholastic Track Coach, Schaghticoke Middle School
<u>Move</u> that the Board of Education appoint Mr. Matthew Wall as Co-ed Interscholastic Track Coach at Schaghticoke Middle School effective March 10, 2010.</p> | 2009-2010 Stipend: \$1844 |
| <p>25. Mr. John Wrenn, Boys' Baseball Varsity Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. John Wrenn as Boys' Baseball Varsity Coach at New Milford High School effective March 10, 2010.</p> | 2009-2010 Stipend: \$4593 |

8. LEAVES OF ABSENCE

- 1. None currently**

NEW MILFORD PUBLIC SCHOOLS
PURCHASE RESOLUTION D-625
BOE MEETING DATE: 03/9/10

Page 1/1

WHEREAS, the equipment, supplies and/or services for which the following Purchase Orders have been issued and deemed necessary by the Superintendent of Schools, and the cost, thereof, are within the budget appropriations approved by the voters of the Town, NOW, BE IT RESOLVED, that the said purchase orders and all disbursements in connection, thereof, are hereby approved.

<u>PO #</u>	<u>VENDOR/DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT #</u>
37050	Select Physical Therapy – Encumbrance for Training Services for Winter & Spring Athletics at High School	\$15,000.00	05-333-3210
37052	Woodhall School – Tuition for 2009-2010 for 1 Student for 184 days at \$237.39 per Day	\$43,680.00	12-563-6130
37053	Reimbursement for Tuition Paid for 2008-2009 school year per Settlement Agreement	\$21,320.00	12-563-6130

**NEW MILFORD PUBLIC SCHOOLS
BUDGET TRANSFER REQUESTS – RECOMMENDED
BOE MEETING DATE: 3/9/10**

Transfer #	Description	From: Account#	Amount	To: Account #	Amount
SMS 001	RNB Enterprises – Sound Equipment for Promotion, Etc.	04-612-2410	\$1,399.00	04-734-2223	\$1,399.00
SMS 002	TV and Wall Mount for Security System	04-612-2410	\$215.00	04-733-2490	\$215.00
SMS 003	Attainment Co. – Books for Special Ed Students-Health Books	04-611-1212	\$123.00	04-642-1212	\$123.00
SMS 004	New England Security Lock – Special Locks for Special Ed Students	04-732-1212	\$138.00	04-612-1212	\$138.00
SMS 005	WB Mason – Math Supplies	04-647-1108	\$134.00	04-611-1108	\$134.00
C/O 001	Staffing now with a Speech and Language Pathologist Under Teacher Contract Instead of Contracted	03-339-2150	\$42,000.00	03-111-2150	\$42,000.00
C/O 002	Staffing now with an Speech and Language Pathologist Under Teacher Contract Instead of Contracted	02-339-2150	\$42,000.00	02-111-2150	\$42,000.00
C/O 003	Speech Services for ODP Student	11-339-2150	\$1,200.00	11-323-2150	\$1,200.00
HPS 001	School Specialty Supply – File Cabinets, White Boards & Shelves	01-611-1128	\$1,800.00	01-734-1128	\$1,800.00
FAC 001	Yankee Gas – Funds Needed for PO to Cover Natural Gas Expenses	14-622-2620	\$25,000.00	14-625-2620	\$25,000.00
FAC 002	Fire District Tax	14-324-2620	\$1,490.00	15-413-2620	\$1,490.00
FAC 003	Bottled Gas for Farm Bldg.	14-433-2620	\$2,500.00	14-623-2620	\$2,500.00
FAC 004	Maintenance Supplies	14-614-2620	\$10,000.00	14-613-2620	\$10,000.00
FAC 005	Equipment Maintenance Repairs	14-613-2610	\$10,000.00	14-432-2620	\$10,000.00
FAC 006	Facilities Dumpster Expense	14-613-2610	\$2,500.00	14-421-2610	\$2,500.00
NES 001	Children’s Plus – Trade Books for 2 nd Grade Science	02-647-1111 02-611-1111	\$222.00 \$350.00	02-641-1111	\$572.00

**NEW MILFORD PUBLIC SCHOOLS
BUDGET TRANSFER REQUESTS – RECOMMENDED
BOE MEETING DATE: 3/9/10**

From:		To:			
Transfer #	Description	Account#	Amount	Account #	Amount
JPS 001	Leapfrog Schoolhouse – Language Development Program for SPED	03-611-1128	\$1,436.00	03-611-1212	\$1,436.00

FUND 001 000

Prog	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
1101	KINDERGARTEN	634,371.00	652,192.00	346,406.30	304,529.81	1,255.89	99.8 %
1102	NON DEPT INSTRUCT GR 1-5	6,803,029.00	6,838,939.00	3,451,024.25	3,026,024.49	361,890.26	94.7 %
1103	BUSINESS EDUCATION	295,309.00	295,309.00	157,703.38	115,780.69	21,824.93	92.6 %
1104	ENGLISH/LANGUAGE ARTS	1,975,402.00	1,975,972.00	977,139.63	800,555.79	198,276.58	90.0 %
1105	FOREIGN LANGUAGE	1,103,001.00	1,103,001.00	514,205.19	436,940.10	151,855.71	86.2 %
1106	HOME ECONOMICS	174,859.00	174,859.00	98,939.76	74,756.44	1,162.80	99.3 %
1107	INDUSTRIAL ARTS	335,367.00	335,367.00	171,077.62	136,013.17	28,276.21	91.6 %
1108	MATHEMATICS	1,643,078.00	1,655,863.00	894,676.53	690,878.68	70,307.79	95.8 %
1109	MUSIC	811,524.00	813,592.00	400,508.51	380,818.13	32,265.36	96.0 %
1110	PHYSICAL EDUCATION	960,018.00	958,723.00	505,596.27	445,744.90	7,381.83	99.2 %
1111	SCIENCE	1,706,869.00	1,706,869.00	944,307.24	750,197.74	12,364.02	99.3 %
1112	SOCIAL STUDIES	1,562,000.00	1,562,091.00	857,433.34	689,710.15	14,947.51	99.0 %
1113	PATIENT CARE TECHNOLOGY	16,345.00	16,345.00	9,652.10	6,405.74	287.16	98.2 %
1116	HEALTH AND SAFETY	329,994.00	329,994.00	135,938.70	124,517.74	69,537.56	78.9 %
1118	CAREER EDUCATION	34,245.00	34,245.00	11,010.94	7,653.43	15,580.63	54.5 %
1119	COMPUTER EDUCATION	361,557.00	361,557.00	221,995.39	88,246.68	51,314.93	85.8 %
1120	DRIVER EDUCATION	9,000.00	9,000.00	6,714.64	2,631.58	4,916.94	.0 %
1121	REMEDIAL READING	835,238.00	835,238.00	440,104.44	369,855.03	25,278.53	97.0 %
1123	ENGLISH AS A SECOND LANG	135,880.00	135,880.00	53,931.46	53,848.94	28,099.60	79.3 %
1124	DISTRIBUTIVE EDUCATION	89,348.00	89,348.00	27,752.40	25,617.60	35,978.00	59.7 %
1127	ART	806,014.00	806,014.00	438,735.96	365,066.71	2,211.33	99.7 %
1128	GENERAL INSTRUCT SUPPLIES	338,505.00	346,439.00	191,851.62	88,816.92	65,770.46	81.0 %
1129	SUBSTITUTE TEACHERS	380,009.00	380,009.00	170,596.65	.00	209,412.35	44.9 %
1130	INSTRUCTIONAL TESTING	96,858.00	111,858.00	75,548.60	25,408.15	10,901.25	90.3 %
1131	NON DEPT INSTRUCT GR 6-12	134,836.00	134,836.00	83,179.77	21,424.20	30,232.03	77.6 %
1210	GIFTED TALENTED/ENRICHMNT	110,460.00	110,460.00	48,681.22	52,925.11	8,853.67	92.0 %
1211	EXCEL-EXPER. CTR EARLY MAN	375,943.00	375,943.00	355,254.85	181,801.87	161,113.72	142.9 %
1212	SPECIAL ED-NON CATEGORICL	4,707,542.00	4,708,978.00	2,521,318.87	2,222,587.44	34,928.31	100.7 %
1213	COMMUNITY BASED DEVELOPMT	.00	.00	.00	.00	.00	.0 %
1214	LEARN DISABLE/EMOT.HANDCP	.00	.00	80.15	.00	80.15	.0 %
1215	TRANSITION 18-21 PROGRAM (LHTC)	171,033.00	171,033.00	111,503.82	47,496.20	12,032.98	93.0 %
1230	PHYSICALLY HANDICAPPED	.00	.00	.00	.00	.00	.0 %
1260	LEARNING DISABLED	.00	.00	55.20	.00	55.20	.0 %
1270	TUTORIAL	210,779.00	210,779.00	120,627.65	.00	90,151.35	57.2 %
1271	HOMEBOUND INSTRUCTION	72,000.00	72,000.00	23,610.35	.00	48,389.65	32.8 %
1290	OTHER SPECIAL EDUCATION	291,873.00	291,873.00	201,724.34	77,809.73	12,338.93	95.8 %
1291	SPEC ED PARA SUBSTITUTES	69,026.00	69,026.00	51,426.10	.00	17,599.90	74.5 %
1310	ADULT ED-BASIC PROGRAM	100,175.00	100,175.00	63,596.78	.00	36,578.22	63.5 %
1311	ADULT ED-HIGH SCHL EQUIV	4,970.00	4,970.00	2,005.62	.00	2,964.38	40.4 %
1410	SUMMER SCHOOL-REMEDIAL	37,400.00	37,400.00	38,318.34	.00	918.34	102.5 %
2113	SOCIAL WORK SERVICES	235,962.00	235,962.00	128,889.83	104,814.42	2,257.75	99.0 %
2120	GUIDANCE SERVICES	906,199.00	906,199.00	490,628.82	396,545.03	19,025.15	97.9 %
2130	HEALTH SERVICES	922,317.00	922,517.00	533,721.50	258,772.44	130,023.06	85.9 %
2140	PSYCHOLOGICAL SERVICES	442,770.00	442,770.00	241,657.13	190,400.90	10,711.97	97.6 %
2150	SPEECH AND HEARING	796,887.00	796,887.00	400,268.77	317,991.68	78,626.55	90.1 %
2211	STAFF DEVELOPMENT & TRAIN	59,800.00	59,800.00	11,536.96	4,306.00	43,957.04	26.5 %
2212	CURRICULUM DEVELOPMENT	123,657.00	123,657.00	82,890.11	25,408.16	15,358.73	87.6 %
2222	LIBRARY SERVICES	689,907.00	689,907.00	357,786.87	268,005.59	64,114.54	90.7 %
2223	AUDIO-VISUAL SERVICES	18,626.00	20,025.00	4,041.81	2,209.90	13,773.29	31.2 %
2224	EDUCATIONAL TELEVISION	2,500.00	2,500.00	1,035.38	45.00	1,419.62	43.2 %
2310	BOARD OF EDUCATION	152,250.00	152,250.00	117,697.45	12,206.50	22,346.05	85.3 %
2320	CENTRAL ADMINISTRATION	342,714.00	342,714.00	234,390.40	83,836.95	24,486.65	92.9 %
2410	OFFICE OF THE PRINCIPAL	2,568,291.00	2,568,663.00	1,717,691.75	715,914.34	135,056.91	94.7 %

Prog	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
2490	OTHER SCHOOL ADMINISTRATN	121,288.00	121,715.00	63,268.59	47,272.23	11,174.18	90.8 %
2510	FISCAL SERVICES	448,131.00	448,131.00	308,460.24	99,500.82	40,169.94	91.0 %
2590	OTHER BUSINESS SUPPRT SERV	407,202.00	407,202.00	346,987.00	.00	60,215.00	85.2 %
2610	CUSTODIAL & HOUSEKEEPING	1,944,478.00	1,934,153.00	1,269,533.64	54,742.49	609,876.87	68.5 %
2620	MAINTENANCE & REPAIR	3,310,887.00	3,306,070.00	1,912,854.74	1,035,356.97	357,858.29	89.2 %
2630	BUILDING USE ADMINISTRATION	20,675.00-	20,675.00-	4,289.00	1,797.00	26,761.00-	.0 %
2660	SECURITY	.00	62,101.00	.00	62,101.00	.00	100.0 %
2710	REIMBURSABLE TRANSPORT	4,224,776.00	4,077,099.00	2,465,657.67	1,811,185.15	199,743.82-	104.9 %
2790	NON-REIMBURSABLE TRANSPRT	.00	.00	6,357.66	.00	6,357.66-	.0 %
2810	PLANNING & EVALUATION	43,675.00	43,675.00	455.03	.00	43,219.97	1.0 %
2820	COMMUNITY/STAFF RELATIONS	14,100.00	14,100.00	.00	.00	14,100.00	.0 %
2830	RECRUITING/PERSONNEL SERV	190,111.00	196,111.00	126,426.47	44,039.88	25,644.65	86.9 %
2840	DATA PROCESSING	210,097.00	210,097.00	147,470.94	39,164.50	23,461.56	88.8 %
2910	SOCIAL SECURITY	589,267.00	589,267.00	350,732.13	.00	238,534.87	59.5 %
2920	MEDICARE	387,590.00	387,590.00	252,540.98	.00	135,049.02	65.2 %
2930	LIFE INSURANCE	97,348.00	97,348.00	71,819.95	24,913.85	614.20	99.4 %
2940	DISABILITY INSURANCE	183,351.00	183,351.00	69,966.31	38,733.90	74,650.79	59.3 %
2950	MEDICAL INSURANCE	6,611,309.00	6,611,309.00	4,407,536.00	.00	2,203,773.00	66.7 %
2960	UNEMPLOYMENT INSURANCE	82,610.00	82,610.00	20,473.10	32,204.40	29,932.50	63.8 %
2970	OTHER BENEFITS	425,492.00	425,492.00	563,445.00	103,120.00	241,073.00-	156.7 %
2980	PENSION-NON CERTIFIED EMPLOYEES	344,200.00	344,200.00	442,341.00	.00	98,141.00-	128.5 %
3210	INTERSCHOLASTIC SPORTS	672,407.00	672,407.00	348,700.94	80,499.16	243,206.90	63.8 %
3211	INTRAMURAL SPORTS	29,968.00	29,968.00	7,422.75	.00	22,545.25	24.8 %
3212	OTHER STUDENT ACTIVITIES	194,814.00	194,814.00	74,880.43	1,250.00	118,683.57	39.1 %
6110	TUITION-CONN PUB SCHL DIS	532,157.00	532,157.00	627,917.85	120,092.32	215,853.17-	140.6 %
6130	TUITION-NON PUBLIC SCHL	636,210.00	636,210.00	734,808.81	632,846.89	731,445.70-	215.0 %
7001	CAPITAL-FACILITIES	61,605.00	61,605.00	28,754.00	.00	32,851.00	46.7 %
7002	CAPITAL-TECHNOLOGY	194,642.00	194,642.00	22,570.57	550.00	171,521.43	11.9 %
7003	CAPITAL-OTHER	40,434.00	40,434.00	11,612.91	4,906.70	23,914.39	40.9 %
	** FINAL TOTAL **	56,945,211.00		33,720,325.19		4,996,088.48	
			56,945,211.00		18,228,797.33		91.2 %
	"FINAL TOTAL" 2/28/2009	56,945,211.00		32,778,377.05		5,208,428.22	
			56,945,211.00		18,958,405.73		90.9%
	Variance	0.00	0.00	941,948.14	-729,608.40	-212,339.74	0.3%

Obj.	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
111	SALARY-CERTIFIED	27,734,764.00	27,872,495.00	14,834,251.49	11,734,567.72	1,303,675.79	95.3 %
112	SALARY-NON-CERTIFIED	7,755,665.00	7,755,665.00	4,708,591.12	1,666,687.56	1,380,386.32	82.2 %
200	EMPLOYEE BENEFITS	8,721,167.00	8,721,167.00	6,178,854.47	198,972.15	2,343,340.38	73.1 %
321	INSTRUCTIONAL PROGRAMS	50,080.00	50,080.00	9,270.00	12,580.00	28,230.00	43.6 %
322	PROGRAM IMPROVEMENT	60,750.00	60,750.00	18,961.65	398.00	41,390.35	31.9 %
323	PUPIL SERV. (COUNSEL, GUID)	542,139.00	543,339.00	301,511.46	93,550.25	148,277.29	72.7 %
324	STAFF SERVICES (TRAINING)	92,836.00	91,346.00	17,463.02	5,460.98	68,422.00	25.1 %
331	AUDIT SERVICES	10,000.00	10,000.00	10,000.00	.00	.00	100.0 %
332	LEGAL SERVICES	97,000.00	97,000.00	67,900.00	10,000.00	19,100.00	80.3 %
333	MEDICAL SERVICES	23,500.00	23,500.00	8,500.00	15,000.00	.00	100.0 %
336	INSURANCE SERVICES	9,000.00	9,000.00	942.50	257.50	7,800.00	13.3 %
339	PURCH. SERVICES-OTHER	1,777,347.00	1,758,821.00	939,233.23	627,326.39	192,261.38	89.1 %
411	WATER	65,160.00	65,160.00	40,925.26	24,224.22	10.52	100.0 %
412	SEWAGE	34,080.00	34,080.00	29,721.52	.00	4,358.48	87.2 %
413	FIRE DISTRICT	1,321.00	2,811.00	1,939.81	870.46	.73	100.0 %
414	ALARM MONITORING	3,129.00	.00	420.00	.00	420.00	.0 %
421	GARBAGE AND REFUSE	71,886.00	74,386.00	48,357.17	24,945.18	1,083.65	98.5 %
431	INSTRUCT EQUIPMENT REPAIR	21,465.00	21,090.00	5,128.53	1,470.65	14,490.82	31.3 %
432	NON-INSTRUCT EQUIPMENT REPAIR	81,707.00	92,171.00	34,687.81	10,407.73	47,075.46	48.9 %
433	BUILD & GROUNDS-REPAIR	254,639.00	252,139.00	200,220.76	19,234.80	32,683.44	87.0 %
442	NON-INSTRUCT EQUIPMENT-RENT	182,023.00	182,023.00	116,564.10	77,873.53	12,414.63	106.8 %
511	PUPIL TRANSPORTATION-CONTRACT	4,411,117.00	4,263,440.00	2,449,763.25	1,808,489.71	5,187.04	99.9 %
513	PUPIL TRANSPORTATION-OTHER	2,500.00	2,500.00	250.00	.00	2,250.00	10.0 %
515	FIELD TRIPS	103,950.00	103,083.00	65,798.32	22,034.89	15,249.79	85.2 %
521	PROPERTY/LIABILITY INS	346,987.00	346,987.00	346,987.00	.00	.00	100.0 %
523	MEDICAL INSURANCE-SPORTS PROGRAM	20,000.00	20,000.00	13,660.00	6,211.20	128.80	99.4 %
531	TELEPHONES	111,830.00	113,165.00	57,968.04	26,705.33	28,491.63	74.8 %
532	POSTAGE	59,747.00	59,747.00	24,374.95	16,145.50	19,226.55	67.8 %
540	ADVERTISING EXPENSE	22,000.00	22,000.00	2,821.10	.00	19,178.90	12.8 %
550	PRINTING EXPENSE	88,573.00	88,193.00	43,734.16	1,964.00	42,494.84	51.8 %
560	TUITION EXPENSE	3,000.00	3,000.00	.00	219.00	2,781.00	7.3 %
561	TUITION-CONN LEA	630,449.00	630,449.00	627,917.85	120,092.32	117,561.17	118.6 %
563	TUITION-PRIVATE FACILITY	1,051,693.00	1,051,693.00	734,808.81	632,846.89	315,962.70	130.0 %
580	TRAVEL EXPENSES	30,840.00	34,340.00	19,029.51	1,772.56	13,537.93	60.6 %
611	INSTRUCTIONAL SUPPLIES	513,126.00	527,560.00	295,940.95	45,884.59	185,734.46	64.8 %
612	NON-INSTRUCTIONAL SUPPLIES	189,289.00	183,238.00	87,177.00	20,142.24	75,918.76	58.6 %
613	MAINTENANCE SUPPLIES	183,506.00	181,006.00	148,948.62	12,227.81	19,829.57	89.0 %
614	MAINTENANCE COMPONENTS	37,653.00	27,653.00	12,885.39	3,432.64	11,334.97	59.0 %
619	GROUNDSKEEPING SUPPLIES	6,355.00	6,355.00	4,561.24	635.40	1,158.36	81.8 %
622	ELECTRICITY	1,252,310.00	1,210,983.00	510,688.69	475,258.59	225,035.72	81.4 %
623	BOTTLED GAS	1,150.00	3,650.00	1,158.82	1,141.18	1,350.00	63.0 %
624	OIL	305,706.00	305,706.00	73,894.92	231,811.08	.00	100.0 %
625	NATURAL GAS	389,923.00	414,923.00	218,998.55	195,924.45	.00	100.0 %
626	GASOLINE	27,131.00	27,131.00	19,602.39	2,897.61	4,631.00	82.9 %
641	TEXTS-NEW/NON-CONSUMABLE	117,866.00	121,559.00	96,569.61	6,989.65	17,999.74	85.2 %
642	TEXTS-REP/ADD NON-CONSUMABLE	56,831.00	67,919.00	50,789.95	7,897.65	9,231.40	86.4 %
643	TEXTS-NEW CONSUMABLE	1,587.00	1,587.00	725.00	820.14	41.86	97.4 %
644	TEXTS-REP/ADD CONSUMABLE	56,936.00	56,266.00	53,035.92	1,969.53	1,260.55	97.8 %
645	LIBRARY BOOKS	105,511.00	106,855.00	55,376.02	20,573.18	30,905.80	71.1 %
646	WORKBOOKS	44,455.00	44,644.00	25,859.63	623.00	18,161.37	59.3 %
647	PERIODICALS	26,250.00	26,862.00	18,651.05	2,341.10	5,869.85	78.1 %
720	BUILDINGS & IMPROVEMENTS	60,100.00	60,100.00	29,204.00	.00	30,896.00	48.6 %
731	INSTRUCTIONAL EQUIPMENT-NEW	80,641.00	85,778.00	21,949.74	2,616.23	61,212.03	28.6 %

Obj.	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
732	INSTRUCTIONAL EQUIPMENT-REPLACEMEN	30,766.00	32,078.00	6,542.84	1,192.43	24,342.73	24.1 %
733	NON-INSTRUCTIONAL EQUIPMENT-NEW	204,813.00	212,947.00	116,065.56	22,801.18	74,080.26	65.2 %
734	NON-INSTRUCTION EQUIPMENT-REPLACEM	65,098.00	68,927.00	20,485.95	10,570.13	37,870.92	45.1 %
810	DUES & FEES	80,625.00	80,625.00	58,151.33	739.00	21,734.67	73.0 %
900	FEE REVENUE	116,927.00-	116,927.00-	64,010.00-	.00	52,917.00-	.0 %
910	TUITION REVENUE	95,200.00-	95,200.00-	31,044.00-	.00	64,156.00-	.0 %
920	GRANT REVENUE STATE	938,934.00-	938,934.00-	.00	.00	938,934.00-	.0 %
960	MEDICAID REIMBURSEMENT	45,000.00-	45,000.00-	46,037.50-	.00	1,037.50	.0 %
965	VENDOR REBATE REVENUE	168,700.00-	168,700.00-	11,135.87-	.00	157,564.13-	.0 %
998	TRANSFER IN	.00	.00	15,267.50-	.00	15,267.50	.0 %
** FINAL TOTAL **		56,945,211.00		33,720,325.19		4,996,088.48	
			56,945,211.00		18,228,797.33		91.2 %
"FINAL TOTAL" 2/28/2009		56,945,211.00		32,778,377.05		5,208,428.22	
			56,945,211.00		18,958,405.73		90.9%
Variance		0.00	0.00	941,948.14	-729,608.40	-212,339.74	0.3%

REVERSE AUCTION

CCM's Reverse Auction Program
can drive costs down compared
with traditional paper-based bids:

- Post your purchase requirements online, e.g. equipment, supplies, fuel oil, gasoline, etc.
- Watch as approved suppliers place lower and lower bids against one another
- Save on every purchase (**you** decide whether to award your bid)
- No fee
- Sealed-bid integrity
- Approved for municipalities by Public Act No. 08-141 (June 5, 2008)

For more information contact:
Enterprise Program Manager, Andy Merola,
at (203) 498-3056 or amerola@ccm-ct.org.



CCM REVERSE AUCTION
A Service Program of the Connecticut Conference of Municipalities

Q: What is a Reverse-Auction?

A: A reverse auction is a web-based, online version of the traditional sealed bid process with the competitive edge of an auction. You define the product or service needed and then receive bids online from pre-approved suppliers for the best price and terms available on the market. The transparency of reverse auctions enables suppliers to place multiple competing bids for your product or service request.

Q: Must municipalities update their purchasing policies to use this program?

A: No. However, notice requirements should continue to be followed.

Q: How do we get started?

A: The process is simple and much the same as you use today:

1. Authorize us to conduct the reverse auction by signing a short Participation Agreement;
2. Complete your customary bid documents, e.g., a Request-for-Quote (RFQ) or Invitation-for-Bid (IFB), which are, in essence, a detailed description of your need for materials, products or services: formal bid documents, shipping information, dates, times, and terms and conditions;
3. Develop a list of pre-determined and pre-approved suppliers;
4. Issue the RFQ/IFB requesting supplier participation in the reverse auction. Suppliers will use this RFQ/IFB, which will be available online, to determine if they can supply the product or service, given the specifications you have outlined, therefore, details remain essential creating the RFQ/IFB.

Q: How long does the process take, i.e., between the time specs are submitted to the time the auction occurs?

A: Two weeks is typical although it is possible to set up a reverse auction in as little as 24 hours.

Q: Are we obligated to award the bid?

A: No, just as you do today, you should continue to make your selection based upon the best value for you.

Q: How much does this service cost?

A: There is no direct charge to participants. A small transaction fee is paid by the winning bidder.

Q: Are we likely to get better prices than the state bids?

A: Reverse Auctions have been very successful in other states, averaging 12% savings off the projected acquisition costs. If the auction does not yield a price below the state bid, there is no obligation to purchase.

Q: How is the list of vendors created? If we have a preferred vendor whom we currently deal with, can it contact Orbis to get added to the vendor list?

A: You are encouraged to provide a preferred vendor list. Orbis will augment the list with other vendors from its database using the 5 digit NIGP code.

Q: How easy is it for suppliers to participate in these online auction events?

A: Supplier participation couldn't be easier. There is no cost to register and participate in reverse auctions. The only requirement is access to a Web browser; there is no hardware, software, or other requirement.

Q: How can we be sure the company is qualified and can deliver?

A: You will pre-approve the supplier list as part of customary due diligence.

Q: How many times can a bidder submit a bid in the same auction?

A: Bidders may submit multiple bids, provided bids are submitted within the time limit plus extensions.

Q: How will this program handle bid bond requirements?

A: Notice of the bid bond requirement should continue to be included in the bid spec.

Q: How are technical difficulties during the event handled?

A: A representative of Orbis Online – service provider for the program – is logged into and monitors every auction as it takes place. Most problems can be fixed in a matter of minutes so that the auction is not interrupted. If there are more extensive technical difficulties, the Orbis representative has the ability to extend, or postpone the auction until the buyer can be notified for additional instructions.

Q: What if there are no initial bids?

A: The event is canceled.

CCM Reverse Auction



900 Chapel Street
New Haven, CT 06510
203-498-3000
amerola@ccm-ct.org

May 7, 2009

CCM Reverse Auction



Presenters:

- Andy Merola - CCM
- Steven McCready – Orbis Online

CCM REVERSE AUCTION PROGRAM

May 7, 2009

CCM Reverse Auction

2

What is Real-Time Reverse Auction?



AUCTION

- Takes place in real-time (live), via the Internet, at a specifically scheduled day and time, usually lasting 30 minutes to an hour.
- When a buyer submits a Request for Quote (RFQ) for specific goods or services, pre-approved suppliers are invited to participate in the event.
- The participating suppliers will log on and competitively bid against one another, in real-time, for the buyer's business.

CCM REVERSE AUCTION PROGRAM

What is Real-Time Reverse Auction?



- In contrast to a paper-based bid, in which the bidder makes a best-guess offer that is static throughout the competitive bidding process, in online, real-time reverse auctions a supplier can re-evaluate and adjust its bid in response to offerings from other bidders.
- With access to real-time information, suppliers can quickly respond to competition in a neutral space.

CCM REVERSE AUCTION PROGRAM

What is Real-Time Reverse Auction?





- Competitive bidders do not know:
 - identities of other bidders
 - bid amounts
- Competitive bidders only know:
 - their relative position to the lowest bid
- This safeguard adds transparency to the process and *ensures that sealed-bid integrity is maintained throughout the event*
- Once the procurement event is completed, the buyer evaluates the bids, weighs other variables to be considered, and then either makes the best value award or declines to make an award

CCM REVERSE AUCTION PROGRAM

Connecticut Conference of Municipalities (CCM) - Windows Internet Explorer
 http://www.ccmconnecticut.com/CM/Services.aspx

Go:gle Search Bookmarks Find Check Autofill Sign In
 Connecticut Conference of Municipalities (CCM)

CCM REVERSE AUCTION

Realtime Auction Bidder Screen

Auction Title: DEMO - COMPUTER SUPPLIES
Auction ID: 407217
Current Supplier Cost: **Auction Start:** 05/May/09 14:39:00
Target Price: **Auction End:** 05/May/09 15:39:00
Currency: USD US Dollars **Check In:** 05/May/09 14:43:30
Time Zone: (GMT-05:00)

This is your color:
Company Name: Surplus Computer Supply **Auction Rules and Settings**
User Name: surplus **Time Remaining:** 00:54:56

Auction Status: Active

Bids		History	Graph	Bidders	Specs	Messaging
Total RFQ Bid		Low Bidder		Current Price		
DLMO - COMPUTER SUPPLIES				No Bid Yet		
Individual Lot Bids - 6 lots in 10 G						
Lots		Low Bidder	Current Price			
1	DESKTOP COMPUTERS		No Bid Yet Bid			
2	MONITORS		No Bid Yet Bid			
3	WIRELESS MOUSE		No Bid Yet Bid			
4	NETWORK PRINTER		No Bid Yet Bid			
5	Microsoft Office 2007		No Bid Yet Bid			
6	8-Port 10/100/1000 Gigabit Ethernet S		No Bid Yet Bid			

Individual Lot Bid

You are about to bid on:

LOT: 1

Current Supplier Cost: _____

Target Price: _____

Lowest Price: No Bid Yet

Your Price: No Bid Yet

Deduction: None

Maximum bid allowed: None

Enter your bid: _____

1500 Continue

Cancel

Done Internet | Protected Mode: On 100%

SUPPLIERS' SCREEN



CCM REVERSE AUCTION
A Service of the Connecticut Conference of Municipalities

Realtime Auction Buyer Screen

Auction Title: DEMO COMPUTER SUPPLIES
Auction ID: 40/217
Current Supplier Cost: 1,637.00
Target Price: 1,173.30
Currency: USD US Dollars
Company Name: Connecticut Conference of Municipalities
User Name: ccmbuyer
Auction Start: 05/May/09 14:39:00
Auction End: 05/May/09 15:39:00
Check In: 05/May/09 14:47:16
Time Zone: (GMT -6:00)
[Auction Rules and Settings](#)

Time Remaining:
00:51:27

Auction Status: Active
[Bids](#) [History](#) [Graph](#) [Bidders](#) [Specs](#) [Messaging](#)

Total RFQ Bid: DEMO COMPUTER SUPPLIES
Low Bidder: No Bid Yet
Current Price: No Bid Yet

Individual Lot Bids - 8 lots in RFQ

Lot	Low bidder	Current Price
1	DESKTOP COMPUTERS ReComp	1,450.00
2	MONITORS	No Bid Yet
3	WIRELESS MOUSE	No Bid Yet
4	NETWORK PRINTER	No Bid Yet
5	Microsoft Office 2007	No Bid Yet
6	8-Port 10/100/1000 Gigabit Ethernet S	No Bid Yet

Lowest Total Combination

1.	No Bid Yet
2.	No Bid Yet

BUYER'S SCREEN

CCM REVERSE AUCTION PROGRAM

Real-Time Reverse Auction helps our CCM Members by:



- ✓ Reducing costs and increasing efficiencies
- ✓ Improving sourcing and competition
- ✓ Providing enhanced documentation
- ✓ Increasing small, minority, and local business opportunity (SBE/MBE)
- ✓ Providing complete range of competitive scenarios (schedules and contracts)
- ✓ Delivering the best available market price
- ✓ Ensuring buyer satisfaction via a 'No Risk, Guaranteed Results' pricing model
- ✓ Helping meet green initiatives

CCM REVERSE AUCTION PROGRAM

May 7, 2009

CCM Reverse Auction

8

Real-Time Reverse Auction helps our CCM Members:



■ Exposure to Substantial vendor base

- Over 22,000 registered vendors, including national, state, and local pre-approved vendors
- All qualified sellers are notified of auction

■ Proven reliability and scalability

- 99.9% up time
- Up to 70 users per event
- Conduct up to 100 simultaneous auctions

CCM REVERSE AUCTION PROGRAM

Use Real-Time Reverse Auctions to Purchase:



- **Computer equipment**
- Office furniture
- **Office products, e.g., paper**
- Foodstuffs
- Kitchen equipment
- Roadway items
 - Aggregate, asphalt, cement, sand, road salt
- Forklifts, front end loaders, sweepers, backhoes
- **Gasoline, diesel, fuel oil**
- **Generators**
- Spraying equipment
- Hand tools
- Portable traffic signs
- Traffic signals, poles, etc.
- Safety vests
- Body armor, uniforms, etc.
- Tires, automotive parts
- Steel products (plates, bars, etc...)
- Aluminum (coil, plates, signs, extruded, etc...)
- Herbicide, insecticide
- Plumbing pipe, plywood, etc.

CCM REVERSE AUCTION PROGRAM

Real-Time Reverse Auctions



- **DOES CONNECTICUT LAW PERMIT MUNICIPALITIES TO USE REVERSE AUCTIONS?**
 - Yes. Public Act No. 08-141, approved June 5, 2008, enables municipalities to employ this procurement method.
- **DO REVERSE AUCTIONS PROVIDE SAVINGS?**
 - Used properly, reverse auctions can drive costs down compared with traditional paper-based bids.



CCM REVERSE AUCTION PROGRAM

Examples of Real-Time Reverse Auctions



TEXAS

Many municipalities have experienced significant savings, such as: Vehicles - 12 percent savings, Computer Equipment - 26 percent savings, Diesel Generators - 14 percent savings, Heavy Equipment - 17 percent savings, Police Ammunition - 22 percent savings.

KENTUCKY

Municipalities have used reverse auctions to buy \$15 million worth of goods and services and saved more than \$1.5 million, a 10-percent savings. The Louisville-area sheriff's department cut its ammunition-purchase costs by 22 percent using a reverse auction, according to the Kentucky League of Cities.

MINNESOTA

Municipal officials estimate that they've saved \$1 million in the first year of their program. Minnesota trimmed its \$10 million copy paper contract by \$1.2 million, a 13-percent savings; chopped its \$200,000 paint contract by \$36,000, an 18-percent savings, and slashed \$67,000 from its \$432,000 body armor contract, a 16-percent savings.

CCM REVERSE AUCTION PROGRAM

Frequent Questions



- **Who may participate in our program?**
 - Any CCM-member Municipality, BOE, LPA, and all RSDs.
- **Is there a participation fee?**
 - No.
- **How does my municipality, BOE, or LPA join the program?**
 - Sign our Participation Agreement
 - Identify a purchase of \geq \$10,000
 - Assist in developing bid specifications
- **Can we participate jointly with others?**
 - Absolutely. Economies of scale will lower costs for many commodities.
- **Is the program available today?**
 - Yes. Contact Andy Merola, Program Manager at 203-498-3056

CCM REVERSE AUCTION PROGRAM

CCM - CONNECTICUT'S STATEWIDE ASSOCIATION OF TOWNS AND CITIES




The Connecticut Conference of Municipalities (CCM) is Connecticut's statewide association of towns and cities. CCM represents municipalities at the General Assembly, before the state executive branch and regulatory agencies, and in the courts. CCM provides member towns and cities with a wide array of other services, including management assistance, individualized inquiry service, assistance in municipal labor relations, technical assistance and training, policy development, research and analysis, publications, information programs, and service programs such as workers' compensation and liability-automobile-property insurance, risk management, and energy cost-containment. Federal representation is provided by CCM in conjunction with the national League of Cities. CCM was founded in 1966.

CCM is governed by a Board of Directors, elected by the member municipalities, with due consideration given to geographical representation, municipalities of different sizes, and a balance of political parties. Numerous committees of municipal officials participate in the development of CCM policy and programs. CCM has offices in New Haven (headquarters) and in Hartford.

900 Chapel Street, 9th Floor
New Haven, Connecticut 06510-2807
Tel: (203) 498-3000 Fax: (203) 562-6314
E-mail: ccm@ccm-ct.org
Web Site: www.ccm-ct.org

THE VOICE OF LOCAL GOVERNMENT

**New Milford Board of Education
 Operations Sub-Committee
 March 2, 2010
 Lillis Administration Building, Room 2**

GEORGE C. BUCKBEE
 TOWN CLERK

 2010 MAR -5 A 9:34

NEW MILFORD, CT

Present:	Mr. Thomas McSherry, Chairman
	Mrs. Alexander Thomas.
	Mr. David Lawson
	Mr. Rod Weinberg

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Mr. John Turk, Director of Fiscal Services
	Mr. Gregg Miller, Accounting Manager
	Ms. Ellamae Baldelli, Director of Human Resources
	Dr. Maureen McLaughlin, Assistant Superintendent
	Mr. David Elmore, Director of Information Technology
	Mr. Ray Jankowski, Town of New Milford Director of Finance
	Mrs. Wendy Faulenbach, Board Chair, Ex-Officio

1.	Call to Order <ul style="list-style-type: none"> The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mr. McSherry. Mr. Lawson was seated for Mr. Wellman who was absent. 	Call to Order
2.	Public comment <ul style="list-style-type: none"> None 	Public Comment
3. 3.C.	Discussion and Possible Action Reverse Auction Presentation <ul style="list-style-type: none"> The agenda items were reversed to allow for discussion of the reverse auction presentation. Mr. Turk introduced Andy Merola representing the CT Conference on Municipalities' Reverse Auction program. The reverse auction is similar to the bidding process with one exception, suppliers who are pre-approved go to a website—Orbis Online to participate in the online process. Suppliers are not aware of other bidding suppliers. The process of underbidding continues to the lowest bid; if bids are received in the final minutes of the process, the bid time is extended. The final bid does not have to be accepted. Accepting bids or not is still similar to the current process. According to Mr. Merola, a selection committee reviewed proposals and Orbis Online was selected; they have been doing reverse auctions 	Discussion and Possible Action Reverse Auction Presentation

	<p>for about 10 years.</p> <ul style="list-style-type: none">• CCM might create cooperative buyers in an auction scenario; typically requests for bids are in the \$10,000 range.• Requests for bids include specifications; Orbis Online can expand the list of suppliers. In answer to Mr. McSherry's question, suppliers of choice can be included and others could be excluded if needed.• Mr. Merola commented that bid bonds can be included.• Mr. McSherry discussed the problem the Town Council had with the proposal presented by Siemens in which the Town Council felt the bid process was not in accordance with the Town Charter.• Mr. Jankowski noted that the issue was that the Town would be responsible for three million dollars plus 5%.• Mr. Weinberg inquired since Connecticut had passed legislation in 2008 to allow reverse auctions, would that change the Town Council's concern.• Mr. Lawson asked about joining others towns in this process. Mr. Merola has worked with a combined bid request; in one instance for petroleum products. However, in that instance, a benchmark had been set by State contracts and the recommendation was to use the State contracts, not auction results.• Mrs. Thomas asked if there was an obligation to accept bids; Mr. Merola answered in the negative.• Mr. Merola also explained that there is some action in the legislature to include 'services' in the reverse auction process.• Mrs. Thomas commented that while the Board's approval is not required for the purchasing process, a presentation to the full Board should be made.• Mr. Jankowski inquired of Mr. Merola if the process allows bidders to offer alternatives to specifications, particularly for the Town's big	
--	--	--

	<p>ticket items. Mr. Merola replied the current bidding process does not change.</p> <ul style="list-style-type: none"> • Mr. McSherry will make a presentation to the full Board. • Mr. Jankowski will check on any issues on the Town's side. 	
<p>3.A.</p>	<p>Exhibit A Personnel – Certified, Non-certified Appointments, Resignations and Leaves of Absences</p> <ul style="list-style-type: none"> • Ms. Baldelli reported all but two coaching positions are filled. • Mrs. Thomas asked Ms. Baldelli the number of hours spent making sure coaches are qualified. • Ms. Baldelli reviews the paperwork for coaching permits, CPR certifications, has interviews with new coaches, sets up the fingerprinting, and checks with the State to be sure paperwork has been received – all taking about four hours. <p>Mr. Lawson moved to bring Exhibit A Personnel – Certified, Non-certified appointments, Resignations and Leaves of Absence to the full board for discussion and possible action. Mrs. Thomas seconded the motion which passed unanimously.</p>	<p>Exhibit A Personnel – Certified, Non-certified Appointments, Resignations and Leaves of Absences</p> <p>Motion made and passed unanimously to bring Exhibit A – Personnel – Certified, Non-certified Appointments, Resignations and Leaves of Absence to the full board for discussion and possible action.</p>
<p>3.B. 1,2,3</p>	<p>Monthly Reports Purchase Resolution D-625, Request for Budget Transfers and Budget Position as of 2/28/10.</p> <ul style="list-style-type: none"> • Mr. Turk commented that the district has a three-quarter of a million dollar balance more this year, than this time last year. Employee benefits is a big part of that balance. • Mrs. Thomas asked Mr. Turk if there was anything he is nervous about with the numbers. Mr. Turk's biggest worry would be the State grants and whether or not they would be forthcoming. <p>Mr. Lawson moved to bring Monthly Reports 1. Purchase Resolution D-625; 2. Request for Budget Transfers and 3. Budget Position as of</p>	<p>Monthly Reports 1. Purchase Resolution D-625; 2. Request for Budget Transfers; 3. Budget Position as of 2/28/10.</p> <p>Motion passed unanimously to bring monthly reports –</p>

	2/28/10 to the full board for discussion and possible action. Mrs. Thomas seconded the motion which passed unanimously.	1. Purchase Resolution D-625; 2. Request for Budget Transfers; 3. Budget Position as of 2/28/10 to the full board for discussion and possible action.
4.	Adjourn Mr. Lawson moved to adjourn the meeting at 8:15 p.m., seconded by Mrs. Thomas. Motion passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:15 p.m.

Respectfully submitted,



Thomas McSherry, Chair
Operations Sub-Committee