

NEW MILFORD BOARD OF EDUCATION
New Milford Public Schools
25 Sunny Valley Road, Suite A
New Milford, Connecticut 06776

OPERATIONS SUB-COMMITTEE
MEETING NOTICE

DATE:	June 11 2024
TIME:	7:30 P.M.
PLACE:	Sarah Noble Intermediate School Library Media Center

RECEIVED
TOWN CLERK
2024 JUN -7 P 3:32
NEW MILFORD, CT

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**
- 2. Public Comment**

An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions:

- A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.
 - B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.
- 3. Discussion and Possible Action**
 - A. Monthly Reports
 1. Budget Position dated May 31, 2024
 2. Purchase Resolution D-783
 3. Request for Budget Transfers
 - B. Energy Systems Group Projects and Bank of America Payment 2023 & 2024
 - C. Two Percent Education Cost Sharing (ECS) Program Grant Set-aside
 - D. Projected End of Year Balance Refresh
 - 4. Items of Information**
 - A. Employment Report - June 2024
 - B. Enrollment Report - June 1, 2024
 - C. June Fundraising Report
 - D. Excess Cost Update

- 5. Public Comment**

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6. Adjourn

Sub-Committee Members: Eric Hansell, Chairperson

Tom O'Brien

Wendy Faulenbach

Brian McCauley

Alternates:

Leslie Sarich



RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	31,945,654	0	31,945,654	31,015,331	466,722	463,601	98.55%
100'S	SALARIES - NON CERTIFIED	10,270,703	-123,202	10,147,502	9,210,841	483,944	452,717	95.54%
200'S	BENEFITS	11,919,826	0	11,919,826	9,794,953	1,777,248	347,626	97.08%
300'S	PROFESSIONAL SERVICES	4,190,999	100,766	4,291,765	3,272,938	624,422	394,405	90.81%
400'S	PROPERTY SERVICES	966,567	0	966,567	736,391	104,636	125,540	87.01%
500'S	OTHER SERVICES	10,646,901	25,435	10,672,336	8,684,334	1,562,199	425,803	96.01%
600'S	SUPPLIES	2,785,432	-3,000	2,782,432	2,082,813	624,591	75,029	97.30%
700'S	CAPITAL	117,648	0	117,648	87,402	72,672	(42,426)	136.06%
800'S	DUES AND FEES	95,448	0	95,448	95,223	0	225	99.76%
900'S	REVENUE	-2,213,525	0	-2,213,525	-1,689,317	0	-524,208	76.32%
GRAND TOTAL		70,725,653	0	70,725,653	63,290,908	5,716,433	1,718,312	97.57%

SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	536,509	0	536,509	399,646	0	136,863	74.49%
51201	SALARIES - NON CERT - PARA EDUCATORS	2,252,122	0	2,252,122	2,228,398	0	23,724	98.95%
51202	SALARIES - NON CERT - SUBSTITUTES	984,000	0	984,000	982,158	0	1,842	99.81%
51210	SALARIES - NON CERT - SECRETARY	2,214,497	0	2,214,497	1,977,055	161,380	76,062	96.57%
51225	SALARIES - NON CERT - TUTORS	260,695	-22,435	238,260	178,380	0	59,880	74.87%
51240	SALARIES - NON CERT - CUSTODIAL	2,002,422	0	2,002,422	1,799,240	192,292	10,891	99.46%
51250	SALARIES - NON CERT - MAINTENANCE	1,001,597	0	1,001,597	809,286	76,328	115,982	88.42%
51285	SALARIES - NON CERT - TECHNOLOGY	524,386	0	524,386	452,243	44,670	27,473	94.76%
51336	SALARIES - NON CERT - NURSES	494,475	-100,766	393,709	384,436	9,273	0	100.00%
TOTAL		10,270,703	-123,202	10,147,502	9,210,841	483,944	452,717	95.54%

BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	635,016	0	635,016	556,020	0	78,996	87.56%
52201	BENEFITS - MEDICARE	547,443	0	547,443	521,486	0	25,957	95.26%
52300	BENEFITS - PENSION	1,025,142	0	1,025,142	1,025,142	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	34,650	0	34,650	34,189	0	461	98.67%
52810	BENEFITS - HEALTH INSURANCE	9,044,200	0	9,044,200	7,059,034	1,758,081	227,085	97.49%
52820	BENEFITS - DISABILITY INSURANCE	105,000	0	105,000	91,535	13,465	0	100.00%
52830	BENEFITS - LIFE INSURANCE	128,000	0	128,000	122,960	5,040	0	100.00%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	400,375	0	400,375	384,586	662	15,127	96.22%
TOTAL		11,919,826	0	11,919,826	9,794,953	1,777,248	347,626	97.08%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	31,945,654	0	31,945,654	31,015,331	466,722	463,601	98.55%
51200	NON-CERTIFIED SALARIES	10,270,703	-123,202	10,147,502	9,210,841	483,944	452,717	95.54%
52000	BENEFITS	11,919,826	0	11,919,826	9,794,953	1,777,248	347,626	97.08%
53010	LEGAL SERVICES	265,000	0	265,000	143,911	121,089	0	100.00%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	42,911	20,074	12,015	83.98%
53200	PROFESSIONAL SERVICES	2,458,546	100,766	2,559,312	1,873,637	366,142	319,533	87.51%
53201	MEDICAL SERVICES - SPORTS	2,700	0	2,700	2,595	0	105	96.11%
53210	TIME & ATTENDANCE SOFTWARE	11,500	0	11,500	6,935	0	4,565	60.31%
53220	IN SERVICE	113,450	0	113,450	101,139	5,971	6,339	94.41%
53230	PUPIL SERVICES	610,783	0	610,783	489,152	72,165	49,466	91.90%
53300	OTHER PROF/ TECH SERVICES	37,910	0	37,910	19,665	17,873	373	99.02%
53310	AUDIT/ACCOUNTING	43,313	0	43,313	43,313	0	0	100.00%
53500	TECHNICAL SERVICES	223,047	0	223,047	207,550	15,497	0	100.00%
53530	SECURITY SERVICES	231,700	0	231,700	226,089	5,611	0	100.00%
53540	SPORTS OFFICIALS SERVICES	118,050	0	118,050	116,040	0	2,010	98.30%
54101	CONTRACTUAL TRASH PICK UP	81,720	0	81,720	80,229	1,491	0	100.00%
54301	REPAIRS & MAINTENANCE	483,287	0	483,287	443,364	26,889	13,035	97.30%
54302	FIRE / SECURITY MAINTENANCE	1,700	0	1,700	0	1,700	0	100.00%
54303	GROUNDS MAINTENANCE	12,200	0	12,200	4,038	200	7,962	34.73%
54310	GENERAL REPAIRS	39,070	0	39,070	20,969	18,101	0	100.00%
54320	TECHNOLOGY RELATED REPAIRS	43,163	0	43,163	18,441	14,846	9,876	77.12%
54411	WATER	68,195	0	68,195	46,012	20,583	1,600	97.65%
54412	SEWER	14,300	0	14,300	14,300	0	0	100.00%
54420	LEASE/RENTAL EQUIP/VEH	222,932	0	222,932	109,039	20,826	93,067	58.25%
55100	PUPIL TRANSPORTATION - OTHER	220,595	0	220,595	205,593	15,002	0	100.00%
55101	PUPIL TRANS - FIELD TRIP	23,000	0	23,000	21,626	1,374	0	100.00%
55110	STUDENT TRANSPORTATION	5,931,003	0	5,931,003	4,732,772	1,108,026	90,205	98.48%
55200	GENERAL INSURANCE	315,645	22,435	338,080	338,080	0	0	100.00%
55300	COMMUNICATIONS	26,396	0	26,396	26,396	0	0	100.00%
55301	POSTAGE	32,700	0	32,700	14,593	17,638	469	98.57%
55302	TELEPHONE	44,342	0	44,342	44,342	0	0	100.00%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	8,000	3,000	11,000	8,732	625	1,643	85.07%
55505	PRINTING	28,810	0	28,810	9,933	9,119	9,758	66.13%
55600	TUITION - TRAINING	30,000	0	30,000	3,438	0	26,563	11.46%
55610	TUITION - PUBLIC PLACEMENTS	1,265,684	0	1,265,684	991,392	104,308	169,984	86.57%
55630	TUITION - PRIVATE PLACEMENTS	2,676,461	0	2,676,461	2,273,880	305,039	97,543	96.36%
55800	TRAVEL	44,265	0	44,265	13,557	1,069	29,640	33.04%
56100	GENERAL INSTRUCTIONAL SUPPLIES	175,426	-242	175,184	127,578	47,066	540	99.69%
56110	INSTRUCTIONAL SUPPLIES	423,105	2,148	425,253	342,023	78,957	4,274	98.99%
56120	ADMIN SUPPLIES	32,418	963	33,381	24,949	7,984	448	98.66%
56210	NATURAL GAS	241,956	0	241,956	173,483	68,473	0	100.00%
56220	ELECTRICITY	1,028,987	0	1,028,987	636,302	379,295	13,391	98.70%
56230	PROPANE	4,251	0	4,251	0	0	4,251	0.00%
56240	OIL	226,856	0	226,856	226,463	393	0	100.00%
56260	GASOLINE	40,294	-4,200	36,094	24,445	3,266	8,384	76.77%
56290	FACILITIES SUPPLIES	332,728	0	332,728	303,616	18,544	10,568	96.82%
56291	MAINTENANCE COMPONENTS	16,475	0	16,475	6,449	5,419	4,607	72.03%
56292	UNIFORMS/ CONTRACTUAL	13,222	0	13,222	12,395	324	503	96.19%
56293	GROUNDKEEPING SUPPLIES	25,445	0	25,445	8,466	5,326	11,653	54.20%
56410	TEXTBOOKS	25,979	0	25,979	22,803	1,300	1,876	92.78%
56411	CONSUMABLE TEXTS	82,838	0	82,838	76,878	141	5,819	92.98%
56420	LIBRARY BOOKS	67,171	0	67,171	60,872	4,171	2,128	96.83%
56430	PERIODICALS	13,981	-1,669	12,312	11,137	0	1,174	90.46%
56460	WORKBOOKS	1,000	0	1,000	27	807	166	83.42%
56500	SUPPLIES - TECH RELATED	33,300	0	33,300	24,929	3,126	5,245	84.25%
57340	COMPUTERS	48,624	0	48,624	43,890	44,048	-39,314	180.85%
57345	INSTRUCTIONAL EQUIPMENT	61,524	0	61,524	35,657	10,722	15,144	75.38%
57400	GENERAL EQUIPMENT	3,000	0	3,000	2,307	200	493	83.58%
57500	FURNITURE & FIXTURES	4,500	0	4,500	5,548	17,702	-18,750	516.66%
58100	DUES & FEES	95,448	0	95,448	95,223	0	225	99.76%
EXPENDITURE TOTAL		72,939,178	0	72,939,178	64,980,225	5,716,433	2,242,520	96.93%



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-1,752,489	0	-1,752,489	-1,440,008	0	-312,481	82.17%
43105	MEDICAID REIMBURSEMENT	-68,425	0	-68,425	-90,677	0	22,252	132.52%
44705	BUILDING USE FEES (BASE RENTAL)	-55,000	0	-55,000	-11,794	0	-43,206	21.44%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	-23,178	0	-4,773	82.92%
44800	REGULAR ED TUITION	-143,800	0	-143,800	-59,000	0	-84,800	41.03%
44822	SPECIAL ED TUITION	-34,660	0	-34,660	-34,660	0	0	100.00%
49103	DCF TUITION	-85,000	0	-85,000	0	0	-85,000	0.00%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-18,400	0	-18,400	-10,000	0	-8,400	54.35%
44861	PARKING PERMIT FEES	-27,800	0	-27,800	-20,000	0	-7,800	71.94%
REVENUE TOTAL		-2,213,525	0	-2,213,525	-1,689,317	0	-524,208	76.32%

GRAND TOTAL	70,725,653	0	70,725,653	63,290,908	5,716,433	1,718,312	97.57%
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BOE Capital Reserve Acct #43020000-10101	
MUNIS Balance as of 7/1/22	3,039,825
Contribution Towards NMHS Roof Replacement	-450,000
Approved by BoF - 5 year Capital Withdraw 22/23	-980,030
Close and return of Security Grant Set-Asside	201,875
Wastewater Management Plan - SMS	-20,000
NMHS Woodshop	-233,980
Central Office to SNIS Move	-150,000
Fiscal Year End 21/22 Deposit	2,816,025
New Security Grant Set-Asside	-139,800
1/2 of NMHS Fire Insurance Claim Shortfall	-28,538
Approved by BoF - 5 year Capital Withdraw 23/24	-984,078
Observatory Contribution	-12,500
Additional HVAC FUNDS	-150,000
Fiscal Year End 22/23 Deposit	1,568,696
*TOTAL AS OF 5/31/24	4,477,494

Turf Field Replacement Acct Contributions #43020000-10130	
FROM BOE 17/18 FYE BALANCE	50,000
FROM BOE 18/19 FYE BALANCE	50,000
FROM BOE TEAM FEE'S & BANNER SALES - 16/17, 17/18, 18/19	10,225
FROM TOWN DATED 6/4/20	50,000
FROM TOWN DATED 6/16/21	50,000
FROM BOE TEAM FEE'S & BANNER SALES - 19/20	3,765
FROM BOE TEAM FEE'S & BANNER SALES - 20/21	1,890
FROM BOE 20/21 FYE BALANCE	100,000
FROM TOWN DATED 6/9/22	50,000
CONTRIBUTION - FROM BOE 21/22 FYE BALANCE	50,000
FROM BOE TEAM FEE'S & BANNER SALES - 21/22 & 22/23	12,960
CONTRIBUTION - FROM BOE 22/23 FYE BALANCE	100,000
CONTRIBUTION - FROM TOWN 22/23 FYE BALANCE	100,000
TOTAL AS OF 5/31/24	628,840

*DOES NOT REFLECT PAYMENT OF 2023 OR 2024 BOE PORTION OF ESG PROJECT



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.

Funding	Location	Vendor Name	Description	Amount	Object
5 YEAR CAPITAL	FACILITIES	SIEMENS INDUSTRY	BUILDING CONTROLS SOFTWARE FOR HVAC	\$ 199,412.00	53204
GRANT	DOI	KEE ENTERPRISES	HOMELESS STUDENT TRANSPORTATION - APRIL THROUGH JUNE	\$ 20,632.00	55500
GENERAL	DOI	PDX READING SPECIALIST	CURRICULUM DEVELOPMENT SUPPLIES	\$ 15,984.00	53050
5 YEAR CAPITAL	FACILITIES	DALENE HARDWOOD FLOORING	CARPET INSTALL - SNIS CENTRAL OFFICE CONFERENCE ROOMS (2)	\$ 14,000.00	57500
GENERAL	FACILITIES	DANBURY WINSUPPLY	NMHS NATURAL GAS HOT WATER HEATER	\$ 14,211.22	54301
GRANT	DOI	CIFC HEALTH	SBHC SECRETARIAL WAGES & FRINGE BENEFITS	\$ 11,443.77	51115/52900
GRANT	DOI	INTERNET SAFETY CONCEPTS	STUDENT & PARENT INTERNET SAFETY PRESENTATIONS	\$ 10,550.00	53300/55500
GRANT	DOI	ETA HAND2MIND	MATH CLASSROOM KITS FOR SMS	\$ 9,228.92	56110
GRANT	DOI	CURRICULUM ASSOCIATES	PHONICS FOR READING	\$ 8,455.44	56110
GENERAL	NMHS	COLLEGE BOARD	DISTRICT PORTION OF PSAT FOR 10TH & 11TH GRADES	\$ 7,324.11	53200
GRANT	DOI	WONDER WORKSHOP	STEM SUPPLIES	\$ 7,194.80	53300
GENERAL	FACILITIES	WENGER CORP	NMHS THEATER INSPECTION	\$ 6,951.05	56291
GENERAL	NMHS	ALL AMERICAN SPORTS/RIDDELL	SPORTS EQUIPMENT RECONDITIONING	\$ 6,152.88	54420
GENERAL	DISTRICT	HUMANA INSURANCE	DISTRICT VISION COVERAGE	\$ 5,849.70	52810

ITEMS LISTED IN BOLD AND ITALIC FONT ABOVE WERE FUNDED VIA GRANT(S)

Items listed below are offered for consideration and approval as year end items. These would need to be approved separately to move forward with these items. Some of these projects, even if approved by the BOE, may not come to fruition if vendors are unable to supply items or services before June 30th, 2024.
PROJECTS BELOW ARE BEING REQUESTED AS A NOT TO EXCEED AMOUNT

Funding	Location	Vendor Name	Description	Amount	Object Code
GENERAL	TECH	REBEL INTERACTIVE GROUP LLC	WEBSITE DEVELOPMENT & ACCESSIBILITY - PHASE 5	\$ 17,375.00	53200
GENERAL	TECH	CDW	AVANTIS CLASS VR HEADSETS (24 UNITS)	\$ 13,500.00	57340
GENERAL	DISTRICT	CALM.COM, INC.	CALM APP (215 SUBSCRIPTIONS)	\$ 5,845.85	53200



BUDGET TRANSFER REQUESTS

#	DETAIL	AMOUNT	LOCATION	FROM (-)		LOCATION	TO (+)	
	REASON			ORG	OBJ		ORG	OBJ
DISTRICT-1	TO CLEAR UP OVERAGES IN THE OVERALL MAJOR OBJECT CODE FOR OPERATING CAPITAL THAT WAS OVERDRAWN WITH THE END OF YEAR PROJECT APPROVALS LAST/THIS MONTH. FUNDS TO COVER THIS WILL BE COMING FROM THE COPIER LINE SAVINGS THROUGH YEAR END.	\$42,426.00	DISTRICT	BGZ22343 TECH	54420 LEASE/RENTAL EQUIP	DISTRICT	BGZ25843 TECH	57340 COMPUTERS/TECH HARDWARE

#	DETAIL	AMOUNT	LOCATION	FROM (-)		LOCATION	TO (+)	
	REASON			ORG	OBJECT		ORG	OBJECT



Office of Fiscal Services & Operations
25 Sunny Valley Road, Suite A
New Milford, Connecticut 06776

3B
Operations Sub-Committee
June 2024

TO: Dr. Janet Parlato, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: June 6, 2024
RE: Energy Systems Group Projects and Bank of America Payment 2023 & 2024

For historical context:

- Pages 2-3 of this memo contain the original Memorandum of Understanding (MOU) between the Town and Board of Education dated July 13, 2021.
- Pages 3-4 of this memo outlines the projects completed and verifies the savings by our 3rd party owners representative from NV5 dated June 4, 2024.
- Page 5 of this memo is the final acceptance letter signed by the Director of Public works dated June 5, 2024.

The savings associated with this project will always trail behind the actual payment due date by at least a year as there were construction delays encountered on many projects. Energy Systems Groups has demonstrated via projections (verified by NV5) that over the next 20 years the total energy savings will at least, meet the payment(s) due to Bank of America in aggregate.

As of June 6, 2024 I have confirmed the following with the Finance Director of the Town:

The 2023 payment was already paid by the Town for both the Town and BOE. The BOE is responsible for \$446,276.34 which is 67% (roughly 2/3rds) of the total amount of the loan payment for year 1 which totals \$666,084.09.

The 2024 payment will be due in December. The BOE is responsible for \$449,166.66 which is 67% (roughly 2/3rds) of the total amount of the loan payment for year 2 which totals \$670,398.00.

The total of these two payments is \$895,443. The funds available to satisfy this total resides in the Board of Educations Capital Reserve Account as this was where energy savings, not paid to suppliers, rolled into at each of those fiscal year ends.

Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations

MEMORANDUM OF UNDERSTANDING BY AND BETWEEN
THE TOWN OF NEW MILFORD AND THE NEW MILFORD
BOARD OF EDUCATION PERTAINING TO ENERGY
CONSERVATION SERVICES

This Agreement is made and effective the 13th day of July, 2021 by and between the Town of New Milford, Connecticut ("Town"), acting by Pete Bass, its Mayor and Chief Executive Officer and the New Milford Board of Education ("BOE") acting by Wanda Kubacki its Chair.

WHEREAS, the Town has entered into an Energy Services Agreement ("Agreement") with CELTIC Energy, Inc. ("CEI") to conduct a five-phase program of services as the Town's representative to undertake energy audits and profiles, provide assistance in the selection of an Energy Services Company, assist with project development and program implementation services concerning the assessment of current energy consumption and suggested re-fitting of municipal properties, ("Program") and,

WHEREAS, the cost of the CEI program to the Town will be as stated in the Agreement based upon the sliding scale determined by the percentage of the actual construction costs of re-fitting improvements as set forth in Exhibit A to the Agreement and,

WHEREAS, substantial reduction in energy consumption is expected to be effected by the CEI program and re-fit, and the energy expenses incurred by both the Town and BOE are expected to thereby be significantly reduced and,

WHEREAS, the Town desires to include all school buildings and facilities under the control of the BOE in the Program at no additional cost to the BOE and,

WHEREAS, the BOE desires to participate in the Program in an effort to effectuate savings and assist with capital improvements to school buildings and facilities under its control without incurring additional expense over and above its energy budget line,

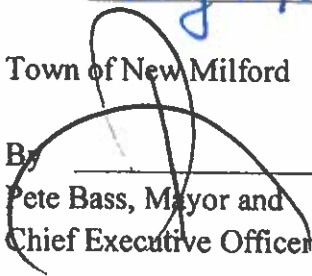
NOW, THEREFORE, in consideration of the foregoing, it is agreed as follows:

1. The Town shall notify CEI that New Milford Public Schools school buildings and facilities are and shall be included in the Program under the Agreement.
2. Upon determination of the financial savings effected by the BOE as a result of the Program the BOE shall contribute the corresponding amount of the savings from its energy budget to a capital account determined by the Town's Finance Director.

3. Financial savings shall be determined by the Town Finance Director with the advice of the BOE Finance Director, by establishing a baseline calculation of the average energy consumption for the 12 months of fiscal year 2018-2019 preceding the implementation of energy savings activities and/or improvements recommended by CEI and comparing consumption costs with the 12 months subsequent to implementation.
4. An amount equal to the savings results effected thereby shall be transferred by the BOE from its energy line to the Town to be used for BOE capital expenditures and improvements.
5. Such account shall be for the payment of capital projects and improvements to school buildings and facilities under the control of the BOE.
6. The provisions hereof shall continue in operation as long as energy savings are realized for the purposes herein set forth as a result of implementation of activities and improvements recommended by way of the

Dated July 13, 2021.

Town of New Milford

By  _____
Pete Bass, Mayor and
Chief Executive Officer

Town of New Milford Board of Education

By  _____
, Chair

June 4, 2024

Mr. Jack Healy
Public Works Director
New Milford, CT 06776

Re: Town of New Milford – Energy Savings Performance Contract (ESPC)
Energy Conservation Measures (ECMs) - Project Completion & Concurrence

Dear Mr. Healy:

This letter serves as concurrence from NV5 that the ESPC project ECMs listed below have been fully implemented by ESG in accordance with the ESPC amended Contract scope of work, and subsequent Partial Acceptance Certificates have been signed and received by the ESCO:

- ECM 1 – Boiler Replacements to Condensing with HW Reset
- ECM 2 - Cogeneration
- ECM 3 – Solar PV (Sarah Noble)
- ECM 3 – Solar PV (Hill & Plain)
- ECM 3 – Solar PV (Ambulance)
- ECM 3 – Solar PV (Police Department)
- ECM 4 – Transformer Replacement
- ECM 5 – Water Conservation
- ECM 6 – Demand Response
- ECM 7 – Plug Load Controls (Schools)
- ECM 7 – Plug Load Controls (Town Buildings)
- ECM 8 – Air Cooled Chiller Replacement
- ECM 9 – Install DDC System (Town Buildings)
- ~~○ ECM 10 – Install DDC System (Schools)~~
- ECM 11 – DDC System Expansion, Integration & ReCx
- ECM 12 – DCV Control
- ECM 13 – Web Enabled Programmable Thermostats
- ECM 14 – Cooling Tower Replacement (with CW Reset)
- ECM 15 – AHU/RTU Replacement
- ECM 16 – Lower Pressure Drop AHU Filters (MERV 13)
- ECM 17 – LED Lighting – Interior and Controls; Basic (Schools)
- ECM 17 – LED Lighting – Interior and Controls; Basic (Town Buildings)
- ECM 18 – LED Lighting – Interior and Controls; Enhanced
- ECM 19 – LED Lighting – Exterior
- ECM 20 – Building Envelope – Weatherization, Insulation (Schools)
- ECM 20 – Building Envelope – Weatherization, Insulation (Town Buildings)
- ECM 21 – Pipe, Valve & Fitting Insulation (Schools)
- ECM 21 – Pipe, Valve & Fitting Insulation (Town Buildings)
- ECM 22 – Boiler System Optimization
- ECM 23 – Condenser Water System Optimization



The guaranteed savings for the ESPC project for Performance Year 1 as per the amended Contract/Change Order #1 is \$667,670. Based on documentation provided by ESG per the M&V and Commissioning Plans for the above ECMs, NV5 is of the opinion that the Town of New Milford will realize the full amount of guaranteed savings for Year 1 and that the documents and values presented by ESG are reasonable and acceptable.

Thank you for allowing us to be your 3rd Party Owner's Rep for this project and we look forward to continuing to serve you on future endeavors.

Best Regards,

Chadd Boulden

Chadd Boulden, PE, CEM, CEA, CMVP, CDSM, LEED AP
Program Manager
NV5 Energy Efficiency Services

FINAL ACCEPTANCE CERTIFICATE

Energy Systems Group, LLC
9877 Eastgate Court
Newburgh, IN 47630

Re: Guaranteed Energy Savings Performance Contract, dated as of August 18, 2021 (the "Agreement"), between Energy Systems Group, LLC (the "Contractor") and Town of New Milford, Connecticut (the "Owner").

Ladies and Gentleman:

In accordance with the Agreement, Owner hereby certifies and represents to, and agrees with, Energy Systems Group, LLC as follows:

The Work (as defined in the Agreement) has been delivered, installed, and accepted as of 6/5/2024 (the "Final Acceptance Date").

Owner has conducted such inspection and/or testing of the Work, as it deems necessary and appropriate, and hereby acknowledges that it accepts all of the Work for all purposes.

Contractor has provided the close-out documents listed in the Commissioning Plan (see Appendix 7 in the Attachment A IGA) and has conducted the training described in Appendix 8 in the Attachment A IGA.

No event or condition that constitutes, or with notice or lapse of time, or both, would constitute, a default or breach of contract exists at the date hereof.

Sincerely,

TOWN OF NEW MILFORD, CONNECTICUT

By: 

Its: Director of Public Works

Date: June 5, 2024



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



3C
Operations Sub-Committee
June 2024

TO: Superintendents of Schools Eligible for Aid Awards under Connecticut General Statutes (C.G.S.) Section 10-262k

FROM: Irene E. Parisi, Chief Academic Officer

DATE: May 14, 2024

SUBJECT: Two Percent Education Cost Sharing (ECS) Program Grant Set-aside

Pursuant to Connecticut General Statutes (C.G.S.) Section 10-262k for compensatory education programs, your district is eligible to be awarded a maximum of two percent of the town/city's ECS Grant entitlement for Fiscal Year (FY) 2023–24. Maximum set-aside figures are listed in the email accompanying this letter.

Please note that this set-aside comes out of your town/city's ECS Grant and does not represent additional ECS Grant funds. Receipt of these funds will result in a corresponding reduction of ECS Grant funds that are available to your town/city. **In accordance with the provisions of C.G.S. Section 10-262k, you must notify your town/city of your intention to apply for the Two Percent ECS Program Grant Set-aside at the time of application.**

To apply:

1. You must e-mail Dr. Jennifer Murrphy at Jennifer.murrphy@ct.gov by **June 14, 2024**, stating your intention to apply for the Two Percent ECS Program Grant Set-aside.
2. You must indicate in your e-mail response that your town/city has been notified of your intention to apply.

The Two Percent ECS Program Grant Set-aside will be available through the "Two Percent Education Cost Share Program" Grant in eGMS.

Please contact Dr. Jennifer Murrphy at Jennifer.murrphy@ct.gov if you have any questions.

Thank you.

IP:jkm

cc: Charlene M. Russell-Tucker, Commissioner of Education
CSDE Roger Persson
CSDE Jennifer Murrphy, Ed.D.
CSDE Kevin Chambers
LEA Business Managers

Pursuant to Connecticut General Statutes (C.G.S.) Section 10-262k for compensatory education programs, NEW MILFORD School District is eligible to be awarded a maximum of two percent of the town/city's ECS Grant entitlement for Fiscal Year (FY) 2023–24. The maximum set-aside figure for New Milford is \$231,092.



Office of Fiscal Services & Operations
 25 Sunny Valley Road, Suite A
 New Milford, Connecticut 06776

3D
 Operations Sub-Committee
 June 2024

TO: Dr. Janet Parlato, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: June 6, 2024
RE: Projected End of Year Balance Refresh

The chart below is a refresh of the Fiscal Year End balance as of 5/31/24 taking into account the budgeted expenditures still to be processed through the end of the year as well as any approved end of year projects. The amounts shown constitute a projection only and are subject to change as we move closer to fiscal year end and through the audit process. It is the best attempt at this time, with present data, to project where the 2023-24 Operating Fiscal Year End Balance may land.

MAJOR OBJECT CODE	REVISED PROJECTED END BALANCE FOR 6/30/24
SALARIES	\$647,852
BENEFITS	\$240,114
PROFESSIONAL SERVICES	\$309,745
PROPERTY SERVICES	\$115,014
OTHER SERVICES	\$220,451
SUPPLIES	\$70,025
CAPITAL	\$0
DUES AND FEES	\$0
REVENUE	(\$516,987)
TOTAL AMOUNT	\$1,086,214

Historically, any amount unspent at the end of the fiscal year, is at the Board's discretion, to request of the Town Council and Board of Finance, that such funds be put into one of the following accounts (outside of COVID) pending the final audit:

- **Capital Reserve account for projects.** A revised and updated 5 year capital plan will be presented over the summer to show the needs across the district to fund improvements and maintain existing systems.
- **Contribution towards Turf Field Replacement.** Both the Town and the Board of Education have been working together by funding the eventual replacement of this asset when needed.

The Board of Education may apply for the Two Percent Education Cost Sharing (ECS) Program Grant Set-aside in the amount of \$231,092. This is another variable that could effect the fiscal year end balance. This amount would be carved off of the Town's revenue from the State for Education Cost Sharing (ECS). If the Board wishes to take advantage of this opportunity **and** reimburse the Town, this amount may also be allocated from our from the fiscal year end balance in the motion that is made.

The 2nd page of this memo contains the 10 year history of fiscal year end balances for the Board of Education.



Office of Fiscal Services & Operations
25 Sunny Valley Road, Suite A
New Milford, Connecticut 06776

3D
Operations Sub-Committee
June 2024

10 YEAR BOE HISTORY OF FISCAL YEAR-END BALANCES				
Budget Year	Total Budget	End of Year Balance	% of Budget	10 Year Average
2022/2023	\$67,767,289	\$1,668,696	2.46%	1.98%
2021/2022	\$65,846,024	\$3,017,825	4.58%	
2020/2021	\$64,464,776	\$3,098,775	4.81%	
2019/2020	\$64,040,692	\$2,910,100	4.54%	
2018/2019	\$63,010,586	\$365,213	0.58%	
2017/2018	\$62,810,586	\$327,903	0.52%	
2016/2017	\$61,686,660	\$194,315	0.32%	
2015/2016	\$61,178,808	\$264,406	0.43%	
2014/2015	\$60,961,778	\$237,262	0.39%	
2013/2014	\$59,634,148	\$680,562	1.14%	

Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations



NEW MILFORD PUBLIC SCHOOLS

EMPLOYMENT REPORT

Regular Meeting of the Board of Education
New Milford, Connecticut
May 21, 2024

Certified Staff – Appointments

1. **Roxann Mead**, 1.0 STEM Teacher at Schaghticoke Middle School. Salary \$55,618, with 3 years teaching experience. Effective date August 21st, 2024, Replacing M. Scaramellino (Salary \$91,132).
2. **Jennifer Vincent**, Special Education Teacher at Schaghticoke Middle School. Salary MA/12 - \$82,332 yearly, with 12 years teaching experience. Effective date August 21st, 2024. Replacing M. Triscari who transferred to SNIS – replacing P. Sidebotham.

Certified Staff – Resignations

1. **Eileen Fino**, PE/Health Teacher at Schaghticoke Middle School. Effective June 30th, 2024. Taking a position in another district.

Non-Certified Staff – Appointments

1. **Jessica de Mello**, .5HR Secretary/ .5 Fiscal Services Secretary at the Central Office. Salary \$21.60/hour. Effective June 10th, 2024. Replacing L. Marino who moved to the Admin Sec role.
2. **Madison Tibbetts**, 1.0 Administrative Secretary to the Director of Human Resources. Salary \$21.60/hour. Effective June 17, 2024. Replacing L. Marino.

Non-Certified Staff – Retirements/ Resignations

1. **Claudia Cole**, 1.0 ParaEducator at Northville Elementary School. Effective June 7, 2024, after 28 years with the district.
2. **Catherine Ferriera**, 1.0 ParaEducator at Sarah Noble Intermediate School. Effective June 7, 2024. Relocating, distance too far too commute.

Adult Education Staff – Appointments

None

Adult Education Staff – Resignations/Retirements

None

Coaching Staff – Appointments

None

Coaching Staff – Resignations/ Retirements

None



New Milford Enrollment Matrix By School

Date: June 3, 2024

NES	Actual 6/1/23	Proj 23-24	Actual 06/03/24	Proj Variance
PK	56	53	53	0
K	139	140	134	-6
1	134	135	136	1
2	128	134	136	2
Totals	457	462	459	-3

HPS	Actual 6/1/23	Proj 23-24	Actual 06/03/24	Proj Variance
PK	48	55	40	-15
K	117	117	124	7
1	120	112	120	8
2	105	120	117	-3
Totals	390	404	401	-3

Actual 6/1/23	Tot Proj 23-24	Actual 06/03/24	Proj Variance
104	108	93	-15
256	257	258	1
254	247	256	9
233	254	253	-1
847	866	860	-6

SNIS	Actual 6/1/23	Proj 23-24	Actual 06/03/24	Proj Variance
3	252	254	234	-20
4	262	257	260	3
5	250	260	263	3
Totals	764	771	757	-14

SMS	Actual 6/1/23	Proj 23-24	Actual 06/03/24	Proj Variance
6	281	250	241	-9
7	255	278	278	0
8	286	252	255	3
Totals	822	780	774	-6

NMHS	Actual 6/1/23	Proj 23-24	Actual 06/03/24	Proj Variance
9	293	296	306	10
10	334	299	299	0
11	302	339	310	-29
12	308	304	291	-13
Totals	1237	1238	1206	-32

	Actual 6/1/23	Actual 05/01/23	Proj 23-24	Actual 06/03/24	Proj Variance	Actual Variance
PK-2	847	844	866	860	-6	13
SNIS	764	762	771	757	-14	-7
SMS	822	823	780	774	-6	-48
NMHS	1237	1232	1238	1206	-32	-31
Totals	3670	3661	3655	3597	-58	-73

LHTC total = 19

JUNE 2024 FUNDRAISING REPORT

DEPT	EVENT	FUNDS USE
<u>NMHS</u>		
Key Club	Kiss a Senior	Key Club Scholarship
Class of 2026	Tasty Waves Fundraiser	Class of 2026 Activities
NHS/Class of 2025	Sale of Water at Graduation	Scholarship & Senior Year Activities
Class of 2025	Beatlemania	Offset Prom Ticket Price
Science Dept	Sale of Tomato Plants	Field Trip to BYC Botanical Gardens
Chorus	Chorus Showcase	Reduce Chous Banquet Costs
NMHS	Graduation Day Flower Sales	Help Cover Costs of Graduation
GAPP	Spikeball Tournament	Raise Money for Field Trips
<u>HPS</u>		
HPS-PTO	Plant Sale at Ice Cream Social	PTO Activities



Office of Fiscal Services & Operations
25 Sunny Valley Road, Suite A
New Milford, Connecticut 06776

Item of Information 4D
Operations Sub-Committee

June 2024

TO: Dr. Janet Parlato, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: June 5, 2024
RE: Excess Cost Update

The Special Education Excess Cost grant reimburses school districts for the reasonable costs of special education for a student who lives in the district that exceed 4.5 times the district's average per pupil expenditures for the preceding year.

The first of two payments was received during the month of March 2024 and typically constitutes roughly 75% of the total we receive in any given fiscal year. In April we anticipated that the 2nd and final payment would result in a shortfall of \$252,154. Now that the State has processed the 2nd and final payment we know that the real shortfall is \$312,481 which is \$60,327 worse than we projected in April.

This revised revenue shortfall is already reflected on this months Budget Position Listing.

Operational savings in Special Education Tuition (object codes 55610 & 55630) and Special Education Transportation (55110) are currently healthy enough to account for the revenue shortfall as they show positive balances when combined in excess of the \$312,481 anticipated revenue shortfall. This makes sense as we could not claim reimbursement on dollars unspent.

This concludes the topic of Special Education Excess Cost for the current fiscal year as there are no further payments pending to New Milford Public Schools.

Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations