

***In consideration of public health, open meetings and the Governor's Executive Order No. 7B dated March 10, 2020 regarding PROTECTION OF PUBLIC HEALTH AND SAFETY DURING COVID-19 PANDEMIC AND RESPONSE - FURTHER SUSPENSION OR MODIFICATION OF STATUTES, this meeting will include an option for the public to phone in to listen to the audio of the meeting. Please note that public comment will be received for this meeting. Alternatively, the Board encourages the public to email any comments for Board consideration to NewtownBOE@newtown.k12.ct.us***

***To listen to the meeting, please call: 1-503-994-6046 The PIN is: 916 282 787#***

Newtown Public Schools  
CIP/Facilities/Finance Sub Committee Agenda  
January 14, 2021 5:30 pm  
Virtual Meeting

CALL TO ORDER

SALUTE TO FLAG

BUSINESS

Item 1 Approval of BOE CIP Minutes of December 9, 2020

Item 2 CIP Calendar

Item 3 HOM Lighting

Item 4 Financial Update Including COVID Expenses

Item 5 Facilities Expenditures

PUBLIC COMMENT

ADJOURNMENT

Newtown Board of Education Virtual Meeting  
CIP/Facilities/Finance Sub-Committee Minutes  
December 9, 2020, 6:00 p.m.

**Call to Order:** The BOE CIP Sub Committee meeting was called to order at 6:00 pm by Mr. Delia.

**Participants:** Dan Delia, Chair, Sub-Committee, Tanja Vadas, Director of Business, Robert Gerbert, Director of Operations, Deb Zukowski, Sub-Committee & Board Member, Debbie Leidlein, Sub-Committee & Board Member, Allen Adriani, Sustainable Energy Committee, Keith Alexander, Board of Finance

**Pledge of Allegiance**

**Item 1 Approval of November 11, 2020 BOE CIP Sub Committee Minutes**

Ms. Zukowski moved to approve the minutes of November 11, 2020. Mr. Delia seconds the motion. Mrs. Leidlein abstained. All in favor. Motion passes.

**Item 2 Discussion of CIP/Hawley**

Mr. Gerbert stated he updated the CIP based on the Board of Finance meeting of November 30<sup>th</sup> (attached).

Ms. Zukowski asked Mr. Gerbert if there is a regulation or statute which requires airflow respective of air quality that we have to meet for the project. Mr. Gerbert stated there are codes that are governed such as ventilation international construction codes, ICC, and mechanical codes and the guidelines are specific to ventilation. He said the path we are going is the prescriptive method with air quality tests and study. With this method you use the data numbers to provide data for determining more or less ventilation.

Mr. Delia asked Mr. Alexander to speak of the \$8M number and how that number went from \$6M to \$8M for the project.

Mr. Alexander said the number the Board of Finance concurred from the Architect at the meeting before Thanksgiving was \$7.1M. At the November 30<sup>th</sup> BOF meeting the idea was to add a bit more since there could be potentially other things to increase the cost. The concept was putting in the \$8M for the BOF planning purposes, using the CIP as a planning document and how much bonding could be done going forward. He said putting the \$8M in could be worked down later, rather than a lower number that would have to be worked up. He said the expectation was that the \$8M was a definite maximum, with a better number coming in by February and then a further better number by April. By that point, when the board talks about what to take to the voters in either April or November, and whatever the number it would be more specific and down from the \$8M.

Mr. Delia asked Mr. Alexander if he would recommend we err on the side of high when we bring our numbers to the BOF and said we had started at \$4.2M. Mr. Alexander stated the \$4.2M did not have any basis to it and that the Board should come with the closest number they can and the most accurate. He also stated when you don't know, that's where you err on the side of caution because it does help with planning. Bringing numbers down is always easier.

Ms. Zukowski asked if the \$1.5M would be on the April referendum. If the plan is to put the \$2.5M in November and the \$4M the following April, how can we be sure that if we start we can actually complete the project.

Mr. Alexander stated the Board of Finance level does not include the Legislative Council thinking since they have end jurisdiction as to what goes on the referendum. The Board of Finance thoughts would all be on the November referendum. The \$1.5M has to be in the first year so that it could be used following that referendum. If the referendum passes the full amount then work could start. Building and Site gave the impression that work could be done while school was open and students in place. He said we don't have a full verification on this yet. The idea was the \$1.5 M would be plenty to get started with. The numbers specifically in each year are more of a planning metric than a requirement. We don't have to bond all \$1.5M in the first year if it's not being used. He stated we generally bond after some work is done for smaller amounts because there is money in the system to be used to start paying out, so the bonding can come after. He said the bonding schedule vs. the total amount is what we will be looking at. The Board of Finance discussion in getting it all in is a preferable thing. The number would not be specific enough to go in the April referendum.

Mrs. Leidlein stated being on the board for 11 years she has gone through several iterations of what the process looks like for getting the numbers and maintaining the numbers for this project. She said there have been different descriptive methods used in order to obtain an accurate number prior to a project being put on the CIP. She stated she has a level of frustration in regards to the process and the required information that seems to continue to change on a regular basis. She said this board has continued to work to get the project active. She asked Mr. Alexander what is the method and what is required to go forward on the CIP. She addressed her concerns and is asking for a solid process between all three boards that everyone can agree to and the BOE Sub Committee can use as a navigation.

Mr. Alexander said he would take that concern back to the Board of Finance. He then stated the Board of Finance does not have a lot of jurisdiction as to what happens next, but next year they do.

Ms. Zukowski asked Mr. Adriani if work would actually start in the summer with the electrical and the chase work.

Mr. Adriani said electrical work could be done over the summer of 2021 but it also depends on what gets approved for money. If we put \$1.5M for referendum we can do electrical work in the summer with some abatement and some of the chase work. If it's not approved until November, we can probably do the work over the holiday break but it would be up to Mr. Gerbert when he

wants to schedule that. He also stated we want to bring a construction manager on board to coordinate all of this.

Mrs. Zukowski asked if we would have the construction manager by the end of January.

Mr. Adriani said he would have to follow up on that.

Mr. Gerbert said there are a few construction management companies interested and we might be able to get someone before the holidays.

Mr. Delia stated he is concerned about spreading this out over a long period of time. In 3 years a lot can happen. He agrees we should have an agreed upon process which would eliminate a lot of miscommunications, misunderstandings and issues. It would serve the town better.

Mr. Adriani left the meeting at 6:30.

### **Item 3 COVID Expenses**

Mrs. Vadas discussed the various expenses related to COVID and shared the spreadsheet (attached) with the group. She broke down the groups of expenses and talked about current costs and what the Corona Relief Grant (CRF) covered and what the net total of expenses above what we anticipated at \$1.5M. Our total potential estimated costs are now at \$2.3M. With the Corona Relief Grant we have a net total of \$1.9M in expenses.

Ms. Zukowski stated the spreadsheet was very clear and wonderful and thanked Mrs. Vadas for her work.

Ms. Zukowski asked Mr. Alexander what he thought of the breakouts and did it capture the information the Board of Finance needed. Mr. Alexander stated he thought it was a good forwarding document and stated the BOE will have to go to the Legislative Council to get money back or possibly the First Selectman could start the steps across. The specific accounting of the document looks good.

Mrs. Leidlein was surprised there was not enough money to fully cover PPE (Personal Protective Equipment). She asked what is the method in looking at numbers and determining what or how much to cover.

Ms. Vadas stated with the Corona Relief Grant (CRF) we were able to re-allocate those funds. We allocated mostly towards the personnel because with the town fund of \$400K we have set aside we can use those funds for everything except personnel. So when we bring that fund to the board side we will use it for technology, facilities and to what we see fit.

Mr. Delia asked since we are spending all of this money on chrome books now, will that help in budgeting for next year and are we pre-buying chrome books. She said we are not pre-buying. We will be reviewing technology budget this week.

Mr. Delia asked with schools being closed is this helping with any of these expenses. Mr. Gerbert stated we would not be accumulating any COVID overtime for the month of December.

He said even prior to closing we were starting to scale back.

Mr. Alexander left the meeting at 6:45.

#### **Item 4 Financial Update and Preliminary Budget Discussion**

Mrs. Vadas presented a draft of the November financial report. (Attached). The General fund is down with a negative projected balance of \$121K which is largely due to the lunch program.

Salaries number are concerning. Projected Teacher and Specialist salaries are at a negative \$304K which goes back to our turnover number which was large this year. Typically we see our turnover in the beginning of the year, so this is a concern as it is driving our total certified salary number in the negative by \$215K.

She continued to talk about the other various expense categories and where we are at the end of November.

Ms. Zukowski questioned the numbers between the COVID expenses and the financial report. Mrs. Vadas stated our budget is absorbing COVID expenses. There are areas that are offsetting and you can't compare them. If we fully expend every area you would see the numbers coincide within each spreadsheet.

Mr. Delia stated time will tell.

Mrs. Vadas stated there are areas that are 'what if's' as in if we were to shut down again, so time will tell if people are going to spend or not expend more of their budget.

Mr. Delia stated he is concerned that items that were budgeted for are not being purchased due to COVID expenses. He then said we need to bring this to the board so they understand.

Mrs. Vadas stated we have discussed this with administrators and the need for them to purchase what was budgeted for.

Mrs. Leidlein stated the Board needs to be aware of the budget summaries, and with things changing radically this impacts the whole Board along with the decisions that are made. She also stated in the past there have been freezes in certain areas so there would not be the necessity to overspend. She said as we look at certain areas where the budget is escalating it would make sense to look at other areas where we can economize. She then asked if there are areas where we can ask and identify in order to start a safety net so that we can slow down the escalating costs. Mrs. Vadas stated she feels we have the \$400K that the BOF is holding and she is waiting to use that to restore some accounts and then to recalculate and look at our spending more closely.

Ms. Zukowski stated she fully supports Mrs. Leidlein's suggestion on identifying areas we can freeze on spending. She then asked would it make sense every few months to have a meet-and-greet with the town finance director to keep him abreast of our expenses and where we are. Mrs. Vadas stated she does work closely with the Finance Director of the town.

### **Item 5 Discussion of Meetings during Budget Season**

Mr. Delia stated he thought a good step for the Sub Committee Board is to start to have the initial discussions regarding expenses, financial reports, before the Board of Education meetings to create a significant efficiency and would also help prepare Mrs. Vadas for questions they may have.

All were in agreement.

### **Item 6 Tentative 2021 CIP Meeting Schedule**

Mr. Delia wanted thoughts on more CIP meetings especially during the budget process.

Mrs. Leidlein stated we should continue to meet especially with this year's monitoring the current year's budget and to keep on top with regards to spending and the costs that are being incurred as a result of COVID. She said we base a lot of our future budgets on what's going on in the current budget.

Mr. Delia stated he was in total agreement with that and the committee should meet in between board meetings.

The Sub Committee members decided to meet monthly on the Thursday before the last full board meeting of the month at 5:30 p.m.

Mrs. Leidlein asked if we can extend an invitation to the Board of Finance and Legislative Council so they have the option if interested to send a representative to come.

All were in agreement.

Mr. Delia said he would be sure to send an invitation to them before each meeting.

A schedule of the CIP Sub Committee meetings will be presented at the next meeting.

Mr. Delia will set the next meeting in January.

**Public Comment:** No public comment.

### **Adjournment:**

Mrs. Leidlein moved to adjourn the meeting. Ms. Zukowski seconds the motion. All in favor. Motion passes and the meeting was adjourned at 7:40 pm.

Respectfully Submitted,  
Joanne Morris

THESE ARE DRAFT MINUTES AND ARE SUBJECT TO THE APPROVAL OF THE BOE  
CIP/FACILITIES/FINANCE SUB COMMITTEE



*A Practical Energy Management Solution*

# **Newtown BOE - Head O'Meadow Elementary - Retrofit**

94 Boggs Hill Rd  
Newtown, CT 06470

**12/22/2020**  
**Presented By:**  
Felipe Siebrecht  
(203) 917-8024



## Initial Proposal

Customer is presented economics based on E.C. scope

## Measure Verification

P.M. verifies audit before utility submission

## Utility Submission

P.D. submits data to utility. Often requires utility pre- inspection

## Order Material

P.M. will schedule install with customer when E.T.A. is known

## Install Project

P.M. will oversee licensed contractors through installation

## Final Utility Paperwork

P.D. submits final data to utility. Often requires a post-inspection

### Contacts Going Forward

Energy Consultant (E.C.):	Felipe Siebrecht	(203) 917-8024 fsiebrecht@greenleafenergy.com
Project Developer (P.D.):	Chris Gloudeman	(475) 655-7289 cgloudeman@greenleafenergy.com
Program Manager:	Michael Mastriano	(475) 655-7285 mmastriano@greenleafenergy.com
Project Manager (P.M.):	Lou Mastriano	(475) 234-9676 lmastriano@greenleafenergy.com



# Retrofit Overview

Your facility will not only benefit from a large reduction in operating costs, but its appearance will improve. The new equipment will increase the color-rendering index of your current lighting system. This will make colors more vivid and true.

Weekly Operating Hours: Various

Cost of Electricity \$ 0.18

Pre Fixture	Qty	Watts	Post Fixture	Qty	Watts	kWh Savings	\$ Savings
2F32T8 NPB	97	60	2 Lamp 4' LED w/ Driver	97	25	7,495	\$ 1,550.87
60w Inc	2	60	G.C. 6" Round 10w w/ Occ	2	10	85	\$ 16.06
60w Inc	8	60	Top. 9.8w A19	8	9.8	756	\$ 143.57
60w Inc	38	60	Top. 9w BR30	38	9.5	3,396	\$ 644.83
4F32T8 NPB	89	112	4 Lamp 4' LED w/ Driver	89	49	11,418	\$ 2,396.72
3F32T8 NPB	64	88	3 Lamp 4' LED w/ Driver	64	42	6,429	\$ 1,309.31
1F32T8 NPB	55	30	1 Lamp 4' LED w/ Driver	55	13	1,020	\$ 240.02
2F32UT8 NPB	9	60	2 Lamp LED U-Bend w/ Drive	9	35	391	\$ 85.10
1F17T8 NPB	1	17	1 Lamp 2' LED w/ Driver	1	10	15	\$ 4.60
Add Control	6	0	Lutron Dimmer	6	0	0	\$ -
26w PL H	29	56	SYL RT5/6 9w Trim Ext. 8"	29	9	3,419	\$ 739.73
2F17T8 NPB	8	37	2 Lamp 2' LED w/ Driver	8	18	356	\$ 81.80
7w PL H	4	18	FUL Round 15w	4	15	6	\$ 4.68
3F28T5 NPB	20	95	3 Lamp 4' HE LED T5 w/Drive	20	54	1,711	\$ 353.45
2F32T8 NPB	26	60	2 Lamp 4' LED w/ Driver	26	25	2,183	\$ 451.63
4F32T8 NPB	18	112	4 Lamp 4' LED w/ Driver	18	49	2,091	\$ 438.93
3F32T8 NPB	4	88	3 Lamp 4' LED w/ Driver	4	42	425	\$ 86.49
1F32T8 NPB	23	30	1 Lamp 4' LED w/ Driver	23	13	890	\$ 209.47
2F32UT8 NPB	18	60	2 Lamp LED U-Bend w/ Drive	18	35	830	\$ 180.63
26w PL H	8	56	SYL RT5/6 9w Trim Ext. 8"	8	9	814	\$ 176.13
2F32T8 NPB	46	60	2 Lamp 4' LED w/ Driver	46	25	3,396	\$ 702.77
3F32T8 NPB	11	88	3 Lamp 4' LED w/ Driver	11	42	933	\$ 190.02
1F32T8 NPB	45	30	1 Lamp 4' LED w/ Driver	45	13	1,298	\$ 305.59
2F32T8 NPB	71	60	2 Lamp 4' LED w/ Driver	71	25	5,193	\$ 1,074.60
3F32T8 NPB	146	88	3 Lamp 4' LED w/ Driver	146	42	13,330	\$ 2,714.70
1F32T8 NPB	20	30	1 Lamp 4' LED w/ Driver	20	13	218	\$ 51.21
2F32UT8 NPB	4	60	2 Lamp LED U-Bend w/ Drive	4	35	238	\$ 51.81
2F17T8 NPB	8	37	2 Lamp 2' LED w/ Driver	8	18	362	\$ 83.05
7w CFL	85	14	No Change	85	14	0	\$ -
7w CFL	40	7	No Change	40	7	0	\$ -
150w MH	14	190	27w LED Corn Cob	14	27	9,968	\$ 1,870.30
150w MH	12	190	LIT 69w WPX Wallpack	12	69	6,342	\$ 1,206.85
1F32T8 NPB	4	30	1 Lamp 4' LED w/ Driver	4	13	170	\$ 39.96
30w LED	10	30	27w LED Corn Cob	10	27	131	\$ 23.59
30w LED	7	30	LIT 69w WPX Wallpack	7	69	-1,192	\$ (214.64)
30w LED	3	30	RSX1 P2 72w	3	72	-550	\$ (99.07)
30w LED	2	30	RSX3 P2 222w	2	222	-1,677	\$ (301.92)
250w Induction	18	262	RSX1 P2 72w	18	72	14,939	\$ 2,786.79



# Newtown BOE - Head O'Meadow - Retrofit - Executive Summary

Greenleaf Energy Solutions is pleased to present this proposal for a new energy efficient lighting system. The turnkey package that we are presenting, includes all materials and labor required to complete the lighting retrofit project.

In addition, Greenleaf Energy Solutions will handle all administration and documentation to secure state and utility funding as well as project financing\* if applicable.

## Project Goals:

- ◆ Reduce Operating Costs
- ◆ Improve the Quality of Light
- ◆ Lower Maintenance Costs

## Net Investment:

◆ Energy Savings Project Cost:	\$ 105,250.61
◆ LED to LED Cost	\$ 10,483.04
◆ Utility Incentive	\$ (25,438.09) Est.
◆ "SAE" Bonus Incentive <sup>1</sup>	\$ (16,086.10) Est.
◆ EPACT Discount <sup>2</sup>	\$ (2,925.00)
◆ <b>Net Cost</b>	<b>\$ 71,284.46</b>

## Net Results:

◆ Annual Energy Savings:	\$ 18,685.88
◆ Annual Maintenance Savings:	\$ 5,117.69
◆ Total Annual Savings:	\$ 23,803.57
◆ Est. Annual Energy Savings (kWh):	103,810
◆ Total Project Est. Annual Payback:	2.99 Years
◆ Total Project Return on Investment:	33%

## Financing<sup>3</sup>:

◆ Finance Amount <sup>4</sup> :	\$ 74,209.46
◆ Number of Months:	60
◆ Monthly Payment:	\$ 1,236.82
◆ Monthly Savings:	\$ 1,983.63

## Cash Benefit:

◆ Positive cash flow over 5 years:	\$ 47,733.41
◆ Positive cash flow over 10 years:	\$ 166,751.28

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Signature of Acceptance

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Title

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Date

- ◆ <sup>1</sup>Project must be completed by 6/30/2021 to receive "Savings Are Essential" bonus incentive
- ◆ <sup>2</sup> EPACT Discount issued to the customer as a credit once all EPACT paperwork is signed
- ◆ <sup>3</sup> This municipal energy conservation project may qualify for Eversource Municipal On-Bill Financing. Eversource only provides the documentation upon completion of the project. **Newtown BOE - Head O'Meadow Elementary** agrees to execute the on-bill financing agreement within 10 days of receipt or pay the balance of the project due within 15 days. A 1% per month penalty will be charged for balances beyond 30 days.
- ◆ <sup>4</sup> Finance Amount does not include EPACT Credit. This will be issued at the end of the project.
- ◆ Projections based on customer provided information
- ◆ The rebate reflected in the proposal, is only an estimate
- ◆ Scope of Work is the sole property of GES and is not to be copied
- ◆ Detailed room schedules and specifications will be provided upon signature
- ◆ This Proposal is valid for 90 days

# Environmental Impact

## Energy Eco-Estimator

### Environmental Impact of Lighting Upgrade

Changing your lights can benefit the environment!

Installation of energy efficient measures identified for this project will save an estimated

**1,557,157** kWh over the fifteen year life of the measures.

The environmental benefits from this project are:

**2,398,022** Pounds of Carbon Dioxide (CO<sub>2</sub>) emissions avoided

**4,671** Pounds of Nitrogen Oxides (NO<sub>x</sub>) emissions avoided

**9,343** Pounds of Sulfur Dioxide (SO<sub>2</sub>) emissions avoided

By reducing greenhouse gas emissions and other harmful environmental pollutants, this project will reduce air pollution and improve air quality.

This is equivalent to:

**1,164,088** Pounds of coal not burned

**297** Acres of forestation (trees) added

**209** Cars removed from road

**130** Homes provided with electricity

Environmental Impact calculations are estimates based on the 2007 Energy Star Campaign Facts and Assumptions Sheet & EPA Clean Energy Calculations & References Guide.

## Warranty

Upon completion of the job, all of the products, as well as all Greenleaf Energy Solutions workmanship, are fully warranted according to the following schedule.

<b>Installed Materials:</b>	Manufacturer's warranty for up to <u>five years</u> *
<b>Workmanship:</b>	Greenleaf Energy Solutions <u>five year</u> warranty

\* Failed original equipment must be returned to Greenleaf Energy Solutions to fulfill the requirements of the manufacturer.

## Disposal

Greenleaf Energy Solutions will handle the recycling of your existing lamps and the disposal of non-hazardous waste at no additional cost.

## Additional Notes

The information provided in this proposal is based on an audit of your facility performed by Greenleaf Energy Solutions.

Although the audit is as accurate as possible, it is often difficult to access every room or the inside of every lighting fixture. This occasionally leads to minor variances from this proposal. Costs related to variances in the fixture count will be adjusted at the same unit price quoted in this proposal. Energy Savings will be adjusted accordingly. You will be notified of these variances for approval of all additional costs.

Estimates of the hours of operation used to calculate savings are provided to Greenleaf Energy Solutions by representatives of your facility. All existing fixtures are assumed to be functioning and have an operating voltage between 110 and 277 volts. Changes in processes, operations, equipment or operating hours may impact the savings estimate, which Greenleaf Energy does not guarantee.

## Summary

We look forward to working with you and furnishing you with a professionally installed energy efficient lighting system. Your new lighting system will be reliable and cost effective, and is designed to meet your current and future requirements.

Sincerely,

Felipe Siebrecht  
Energy Consultant

# Letter of Authorization

December 22, 2020

Eversource Energy  
Energy Efficiency  
P.O. Box 270  
Hartford, CT 06141-0270

RE: **Newtown BOE - Head O'Meadow Elementary - Retrofit**

Dear Representative:

I am working on an energy efficiency project with Greenleaf Energy Solutions (GES). GES will submit data to secure a Letter of Agreement (LOA) on our behalf. Please include GES on any and all communication regarding the data or approval process for the LOA. Please also share the Letter of Authorization with GES when it has been generated.

I intend for the incentive check to be made payable to the contractor, Greenleaf Energy Solutions LLC.

Sincerely,

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Signature, Title

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Company

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Printed Name, Telephone #

### HOM Savings with Project Greenleaf

	July	August	September	October	November	December	January	February	March	April	May	June	Total
HOM FY21-22 Budget Projections	\$6,165	\$5,964	\$7,817	\$7,366	\$7,835	\$7,379	\$8,384	\$8,907	\$8,907	\$6,818	\$6,473	\$7,872	\$89,885
HOM with Greenleaf Savings	\$5,894	\$5,723	\$7,230	\$6,779	\$7,339	\$6,975	\$7,823	\$8,268	\$8,268	\$6,440	\$6,095	\$7,232	\$84,065
Cost Savings	(\$270)	(\$240)	(\$587)	(\$587)	(\$497)	(\$404)	(\$561)	(\$640)	(\$640)	(\$378)	(\$378)	(\$640)	(\$5,821)
EVERSOURCE With 15% reduction in Kw	\$6,066	\$5,895	\$7,860	\$7,860	\$7,347	\$6,823	\$7,713	\$8,157	\$8,157	\$6,674	\$6,674	\$8,156	\$87,382
GREENLEAF MONTHLY COST	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$9,600
VIRTUAL NET METERING (net)	(\$971)	(\$971)	(\$1,430)	(\$1,881)	(\$809)	(\$648)	(\$690)	(\$690)	(\$690)	(\$1,035)	(\$1,379)	(\$1,724)	(\$12,917)
	<b>\$5,894</b>	<b>\$5,723</b>	<b>\$7,230</b>	<b>\$6,779</b>	<b>\$7,339</b>	<b>\$6,975</b>	<b>\$7,823</b>	<b>\$8,268</b>	<b>\$8,268</b>	<b>\$6,440</b>	<b>\$6,095</b>	<b>\$7,232</b>	<b>\$84,065</b>
Kw Projections FY21-22 Budget Projectio	40,896	39,744	52,992	52,992	49,536	46,000	52,000	55,000	55,000	45,000	45,000	55,000	\$589,160
HOM (With Greenleaf Savings) 15%	34,762	33,782	45,043	45,043	42,106	39,100	44,200	46,750	46,750	38,250	38,250	46,750	\$500,786
Green Leaf Energy Savings	(6,134)	(5,962)	(7,949)	(7,949)	(7,430)	(6,900)	(7,800)	(8,250)	(8,250)	(6,750)	(6,750)	(8,250)	(\$88,374)

**2020-2021 COVID Expenses**

	<u>Original Draft</u>	<u>Expensed</u>	<u>Anticipated Encumbered</u>	<u>Total</u>	<u>CRF Grant</u>	<u>Town Fund</u>	<u>Net Total</u>
<b>Personnel Expenses</b>							
Additional Nurse Hours (incl .8 FTE)		\$110,844		\$110,844	\$40,733		\$70,111
Increased Para Hours		\$24,435		\$24,435	\$10,238		\$14,197
Custodial Overtime for Additional Cleaning		\$46,901	\$44,175	\$91,075	\$48,655		\$42,420
Teacher Coverage		\$56,357		\$56,357	\$25,861		\$30,496
<b>Other Student Support</b>							
SPED Outside Student Services		\$62,562	\$0	\$62,562	\$30,855		\$31,707
Bus Monitors		\$73,100		\$73,100	\$73,100		\$0
Committee & Additional Work		\$23,053		\$23,053	\$9,053		\$14,000
<b>Sub Total Personnel Costs</b>	<b>\$651,711</b>	<b>\$397,252</b>	<b>\$44,175</b>	<b>\$441,426</b>	<b>\$238,495</b>		<b>\$202,931</b>
<b>Facilities Expenses</b>							
Desk Shields & Protective Gear		\$162,605	\$40,777	\$203,383	\$39,830	\$400,000	\$163,553
Furniture, Fixtures & Storage		\$130,068	\$9,686	\$139,754			
Air Purification		\$84,948	\$4,350	\$89,299	\$49,540		\$39,759
Signage		\$1,967	\$0	\$1,967			
Disinfectant		\$92,694	\$27,686	\$120,380			
<b>Sub Total Facilities Costs</b>	<b>\$479,091</b>	<b>\$472,282</b>	<b>\$82,500</b>	<b>\$554,782</b>	<b>\$89,370</b>	<b>\$400,000</b>	<b>\$65,412</b>
<b>Technology</b>							
Devices		\$832,256	\$165,923	\$998,093		\$165,000	
Miscellaneous Equipment		\$56,411	\$22,337	\$79,236			
Cameras & Microphones		\$46,940	\$3,222	\$50,162	\$50,161		
Software		\$21,849	\$360	\$22,209			
Increased Bandwidth		\$7,442	\$7,496	\$14,938			
<b>Subtotal Technology</b>	<b>\$382,698</b>	<b>\$964,898</b>	<b>\$199,338</b>	<b>\$1,164,638</b>	<b>\$50,161</b>	<b>\$165,000</b>	<b>\$949,477</b>
<b>Other Purchases</b>							
Lunch Program (SSO for NHS)		\$19,558		\$19,558			
Student Professional Services (SPED)			\$12,938	\$12,938			
Legal Fees		\$4,635		\$4,635			
Miscellaneous School Purchases		\$15,356	\$31,221	\$46,577	\$2,816		\$43,761
<b>Subtotal Other Costs</b>	<b>\$1,340</b>	<b>\$39,549</b>	<b>\$44,159</b>	<b>\$83,708</b>	<b>\$2,816</b>		<b>\$80,892</b>
<b>Total Potential Estimated Additional Costs</b>	<b>\$1,514,840</b>	<b>\$1,873,981</b>	<b>\$370,172</b>	<b>\$2,244,554</b>	<b>\$380,842</b>	<b>\$565,000</b>	<b>\$1,298,712</b>
<b>Draft (savings)</b>	<b>DRAFT</b>	<b>ACTUAL</b>	<b>ANTC/ENC</b>	<b>BALANCE</b>			
Transportation	\$32,154	\$3,766	\$33,895	\$37,661			
PD	\$35,000		\$35,000	\$35,000			
SPED Trans Credit	\$145,313		\$145,313	\$145,313			
Security Personnel	\$5,574		\$5,500	\$5,500			
Para - 1 less day	\$15,300		\$15,300	\$15,300			
Bus Fuel	\$12,000		\$35,000	\$35,000			
<b>Total</b>	<b>\$245,341</b>	<b>\$3,766</b>	<b>\$270,008</b>	<b>\$273,774</b>			



**NEWTOWN BOARD OF EDUCATION  
2020-21 BUDGET SUMMARY REPORT  
FOR THE MONTH ENDING DECEMBER 31, 2020**

**DRAFT**

<b>OBJECT CODE</b>	<b>EXPENSE CATEGORY</b>	<b>EXPENDED 2019 - 2020</b>	<b>CURRENT BUDGET</b>	<b>YTD EXPENDITURE</b>	<b>ENCUMBER</b>	<b>BALANCE</b>	<b>ANTICIPATED OBLIGATIONS</b>	<b>PROJECTED BALANCE</b>	<b>% EXP</b>
<b><u>GENERAL FUND BUDGET</u></b>									
100	SALARIES	\$ 49,586,526	\$ 51,044,554	\$ 21,001,655	\$ 29,012,555	\$ 1,030,344	\$ 1,016,562	\$ <b>13,782</b>	99.97%
200	EMPLOYEE BENEFITS	\$ 11,126,524	\$ 11,435,283	\$ 6,106,369	\$ 4,179,684	\$ 1,149,230	\$ 1,185,929	\$ <b>(36,699)</b>	100.32%
300	PROFESSIONAL SERVICES	\$ 659,940	\$ 751,382	\$ 231,371	\$ 52,459	\$ 467,552	\$ 390,295	\$ <b>77,257</b>	89.72%
400	PURCHASED PROPERTY SERV.	\$ 2,304,638	\$ 1,884,463	\$ 861,634	\$ 533,642	\$ 489,188	\$ 506,897	\$ <b>(17,709)</b>	100.94%
500	OTHER PURCHASED SERVICES	\$ 8,823,709	\$ 9,314,942	\$ 4,405,869	\$ 5,012,578	\$ (103,506)	\$ (299,346)	\$ <b>195,840</b>	97.90%
600	SUPPLIES	\$ 3,347,825	\$ 3,498,335	\$ 1,668,863	\$ 208,049	\$ 1,621,423	\$ 1,472,308	\$ <b>149,115</b>	95.74%
700	PROPERTY	\$ 831,904	\$ 549,402	\$ 494,703	\$ 291,159	\$ (236,460)	\$ 9,525	\$ <b>(245,985)</b>	144.77%
800	MISCELLANEOUS	\$ 66,090	\$ 73,415	\$ 55,724	\$ 2,150	\$ 15,541	\$ 14,160	\$ <b>1,381</b>	98.12%
910	SPECIAL ED CONTINGENCY	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	100.00%
<b>TOTAL GENERAL FUND BUDGET</b>		\$ 76,747,157	\$ 78,651,776	\$ 34,826,188	\$ 39,292,276	\$ 4,533,311	\$ 4,396,330	\$ <b>136,982</b>	99.83%
900	TRANSFER NON-LAPSING								
<b>GRAND TOTAL</b>		\$ 76,747,157	\$ 78,651,776	\$ 34,826,188	\$ 39,292,276	\$ 4,533,311	\$ 4,396,330	\$ 136,982	99.83%

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2019 - 2020	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<b>100</b>	<b>SALARIES</b>								
	Administrative Salaries	\$ 4,163,820	\$ 4,171,739	\$ 2,134,203	\$ 2,033,476	\$ 4,060	\$ -	\$ 4,060	99.90%
	Teachers & Specialists Salaries	\$ 31,619,798	\$ 32,208,315	\$ 12,591,492	\$ 19,922,619	\$ (305,796)	\$ 15,000	\$ (320,796)	101.00%
	Early Retirement	\$ 32,000	\$ 16,000	\$ 16,000	\$ -	\$ -	\$ -	\$ -	100.00%
	Continuing Ed./Summer School	\$ 92,408	\$ 93,096	\$ 46,613	\$ 23,293	\$ 23,190	\$ 3,750	\$ 19,440	79.12%
	Homebound & Tutors Salaries	\$ 88,213	\$ 185,336	\$ 26,955	\$ 15,341	\$ 143,040	\$ 142,085	\$ 955	99.48%
	Certified Substitutes	\$ 548,648	\$ 698,193	\$ 303,561	\$ 339,715	\$ 54,917	\$ 102,690	\$ (47,773)	106.84%
	Coaching/Activities	\$ 643,256	\$ 656,571	\$ 184,804	\$ -	\$ 471,767	\$ 437,634	\$ 34,133	94.80%
	Staff & Program Development	\$ 173,319	\$ 143,517	\$ 76,154	\$ 29,342	\$ 38,021	\$ 90,200	\$ (52,179)	136.36%
	<b>CERTIFIED SALARIES</b>	<b>\$ 37,361,462</b>	<b>\$ 38,172,767</b>	<b>\$ 15,379,781</b>	<b>\$ 22,363,786</b>	<b>\$ 429,199</b>	<b>\$ 791,359</b>	<b>\$ (362,160)</b>	<b>100.95%</b>
	Supervisors & Technology Salaries	\$ 917,739	\$ 995,399	\$ 525,182	\$ 459,808	\$ 10,410	\$ 15,000	\$ (4,590)	100.46%
	Clerical & Secretarial Salaries	\$ 2,310,741	\$ 2,293,467	\$ 1,079,191	\$ 1,156,707	\$ 57,569	\$ 5,585	\$ 51,984	97.73%
	Educational Assistants	\$ 2,743,151	\$ 2,875,564	\$ 1,091,905	\$ 1,567,816	\$ 215,843	\$ -	\$ 215,843	92.49%
	Nurses & Medical Advisors	\$ 764,244	\$ 860,124	\$ 320,027	\$ 530,307	\$ 9,790	\$ 12,500	\$ (2,710)	100.32%
	Custodial & Maint. Salaries	\$ 3,144,919	\$ 3,263,032	\$ 1,562,619	\$ 1,629,931	\$ 70,482	\$ 5,000	\$ 65,482	97.99%
	Non-Certied Adj & Bus Drivers Salaries	\$ 22,043	\$ 25,585	\$ 7,532	\$ 20,020	\$ (1,967)	\$ 28,000	\$ (29,967)	217.13%
	Career/Job Salaries	\$ 117,954	\$ 150,928	\$ (8,133)	\$ 101,251	\$ 57,811	\$ 10,000	\$ 47,811	68.32%
	Special Education Svcs Salaries	\$ 1,224,685	\$ 1,404,836	\$ 546,576	\$ 832,306	\$ 25,954	\$ (39,115)	\$ 65,069	95.37%
	Security Salaries & Attendance	\$ 594,071	\$ 621,957	\$ 260,439	\$ 348,326	\$ 13,191	\$ -	\$ 13,191	97.88%
	Extra Work - Non-Cert.	\$ 141,823	\$ 115,447	\$ 96,152	\$ 2,297	\$ 16,998	\$ 20,233	\$ (3,234)	102.80%
	Custodial & Maint. Overtime	\$ 214,479	\$ 233,448	\$ 139,698	\$ -	\$ 93,750	\$ 139,000	\$ (45,250)	119.38%
	Civic Activities/Park & Rec.	\$ 29,216	\$ 32,000	\$ 687	\$ -	\$ 31,313	\$ 29,000	\$ 2,313	92.77%
	<b>NON-CERTIFIED SALARIES</b>	<b>\$ 12,225,064</b>	<b>\$ 12,871,787</b>	<b>\$ 5,621,874</b>	<b>\$ 6,648,769</b>	<b>\$ 601,145</b>	<b>\$ 225,202</b>	<b>\$ 375,942</b>	<b>97.08%</b>
	<b>SUBTOTAL SALARIES</b>	<b>\$ 49,586,526</b>	<b>\$ 51,044,554</b>	<b>\$ 21,001,655</b>	<b>\$ 29,012,555</b>	<b>\$ 1,030,344</b>	<b>\$ 1,016,562</b>	<b>\$ 13,782</b>	<b>99.97%</b>

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OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2019 - 2020	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<b>200</b>	<b>EMPLOYEE BENEFITS</b>								
	Medical & Dental Expenses	\$ 8,051,502	\$ 8,289,180	\$ 4,191,923	\$ 4,073,135	\$ 24,122	\$ 24,122	\$ -	100.00%
	Life Insurance	\$ 86,352	\$ 86,760	\$ 43,255	\$ -	\$ 43,505	\$ 43,505	\$ -	100.00%
	FICA & Medicare	\$ 1,523,488	\$ 1,602,597	\$ 682,802	\$ -	\$ 919,795	\$ 919,795	\$ -	100.00%
	Pensions	\$ 863,104	\$ 913,394	\$ 809,520	\$ 500	\$ 103,374	\$ 103,374	\$ -	100.00%
	Unemployment & Employee Assist.	\$ 122,970	\$ 82,000	\$ 38,699	\$ -	\$ 43,301	\$ 80,000	\$ (36,699)	144.75%
	Workers Compensation	\$ 479,108	\$ 461,352	\$ 340,171	\$ 106,049	\$ 15,132	\$ 15,132	\$ -	100.00%
	<b>SUBTOTAL EMPLOYEE BENEFITS</b>	<b>\$ 11,126,524</b>	<b>\$ 11,435,283</b>	<b>\$ 6,106,369</b>	<b>\$ 4,179,684</b>	<b>\$ 1,149,230</b>	<b>\$ 1,185,929</b>	<b>\$ (36,699)</b>	<b>100.32%</b>
<b>300</b>	<b>PROFESSIONAL SERVICES</b>								
	Professional Services	\$ 500,341	\$ 559,102	\$ 179,727	\$ 50,239	\$ 329,136	\$ 320,641	\$ 8,495	98.48%
	Professional Educational Serv.	\$ 159,599	\$ 192,280	\$ 51,644	\$ 2,220	\$ 138,416	\$ 69,654	\$ 68,762	64.24%
	<b>SUBTOTAL PROFESSIONAL SERV.</b>	<b>\$ 659,940</b>	<b>\$ 751,382</b>	<b>\$ 231,371</b>	<b>\$ 52,459</b>	<b>\$ 467,552</b>	<b>\$ 390,295</b>	<b>\$ 77,257</b>	<b>89.72%</b>
<b>400</b>	<b>PURCHASED PROPERTY SERV.</b>								
	Buildings & Grounds Contracted Svc.	\$ 716,095	\$ 664,859	\$ 330,965	\$ 254,178	\$ 79,716	\$ 89,472	\$ (9,756)	101.47%
	Utility Services - Water & Sewer	\$ 134,403	\$ 146,945	\$ 57,215	\$ -	\$ 89,730	\$ 91,730	\$ (2,000)	101.36%
	Building, Site & Emergency Repairs	\$ 503,227	\$ 460,850	\$ 217,555	\$ 109,678	\$ 133,617	\$ 156,952	\$ (23,335)	105.06%
	Equipment Repairs	\$ 283,175	\$ 351,506	\$ 138,382	\$ 73,428	\$ 139,696	\$ 121,104	\$ 18,592	94.71%
	Rentals - Building & Equipment	\$ 268,547	\$ 260,303	\$ 117,516	\$ 96,358	\$ 46,428	\$ 47,638	\$ (1,210)	100.46%
	Building & Site Improvements	\$ 399,191	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	<b>SUBTOTAL PUR. PROPERTY SERV.</b>	<b>\$ 2,304,638</b>	<b>\$ 1,884,463</b>	<b>\$ 861,634</b>	<b>\$ 533,642</b>	<b>\$ 489,188</b>	<b>\$ 506,897</b>	<b>\$ (17,709)</b>	<b>100.94%</b>

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OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2019 - 2020	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<b>500</b>	<b>OTHER PURCHASED SERVICES</b>								
	Contracted Services	\$ 750,419	\$ 669,215	\$ 595,758	\$ 48,138	\$ 25,319	\$ 300,001	\$ (274,682)	141.05%
	Transportation Services	\$ 3,827,061	\$ 4,457,135	\$ 1,579,658	\$ 2,033,695	\$ 843,782	\$ 524,013	\$ 319,769	92.83%
	Insurance - Property & Liability	\$ 378,323	\$ 378,032	\$ 300,092	\$ 80,007	\$ (2,066)	\$ 1,978	\$ (4,044)	101.07%
	Communications	\$ 142,944	\$ 146,872	\$ 76,212	\$ 89,142	\$ (18,482)	\$ (17,351)	\$ (1,131)	100.77%
	Printing Services	\$ 24,637	\$ 31,040	\$ 4,731	\$ 2,293	\$ 24,016	\$ 24,016	\$ -	100.00%
	Tuition - Out of District	\$ 3,527,920	\$ 3,399,851	\$ 1,818,434	\$ 2,656,021	\$ (1,074,604)	\$ (1,175,965)	\$ 101,361	97.02%
	Student Travel & Staff Mileage	\$ 172,406	\$ 232,797	\$ 30,985	\$ 103,283	\$ 98,530	\$ 43,962	\$ 54,568	76.56%
	<b>SUBTOTAL OTHER PURCHASED SERV.</b>	\$ 8,823,709	\$ 9,314,942	\$ 4,405,869	\$ 5,012,578	\$ (103,506)	\$ (299,346)	\$ 195,840	97.90%
<b>600</b>	<b>SUPPLIES</b>								
	Instructional & Library Supplies	\$ 805,612	\$ 801,275	\$ 408,545	\$ 111,997	\$ 280,733	\$ 282,223	\$ (1,490)	100.19%
	Software, Medical & Office Supplies	\$ 212,777	\$ 221,701	\$ 83,949	\$ 43,340	\$ 94,411	\$ 96,359	\$ (1,948)	100.88%
	Plant Supplies	\$ 423,659	\$ 356,400	\$ 326,894	\$ 51,741	\$ (22,235)	\$ 116,799	\$ (139,035)	139.01%
	Electric	\$ 1,164,615	\$ 1,228,072	\$ 569,117	\$ -	\$ 658,955	\$ 366,955	\$ 292,000	76.22%
	Propane & Natural Gas	\$ 347,253	\$ 431,350	\$ 102,876	\$ -	\$ 328,474	\$ 312,474	\$ 16,000	96.29%
	Fuel Oil	\$ 76,257	\$ 63,000	\$ 10,305	\$ -	\$ 52,695	\$ 52,695	\$ -	100.00%
	Fuel for Vehicles & Equip.	\$ 122,159	\$ 205,031	\$ 51,127	\$ -	\$ 153,904	\$ 108,266	\$ 45,638	77.74%
	Textbooks	\$ 195,495	\$ 191,506	\$ 116,049	\$ 972	\$ 74,485	\$ 136,536	\$ (62,051)	132.40%
	<b>SUBTOTAL SUPPLIES</b>	\$ 3,347,825	\$ 3,498,335	\$ 1,668,863	\$ 208,049	\$ 1,621,423	\$ 1,472,308	\$ 149,115	95.74%

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OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2019 - 2020	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE	% EXP
<b>700</b>	<b>PROPERTY</b>								
	Technology Equipment	\$ 559,515	\$ 410,000	\$ 462,919	\$ 189,952	\$ (242,872)	\$ -	\$ (242,872)	159.24%
	Other Equipment	\$ 272,389	\$ 139,402	\$ 31,784	\$ 101,207	\$ 6,411	\$ 9,525	\$ (3,114)	102.23%
	<b>SUBTOTAL PROPERTY</b>	<b>\$ 831,904</b>	<b>\$ 549,402</b>	<b>\$ 494,703</b>	<b>\$ 291,159</b>	<b>\$ (236,460)</b>	<b>\$ 9,525</b>	<b>\$ (245,985)</b>	<b>144.77%</b>
<b>800</b>	<b>MISCELLANEOUS</b>								
	<b>Memberships</b>	\$ 66,090	\$ 73,415	\$ 55,724	\$ 2,150	\$ 15,541	\$ 14,160	\$ 1,381	98.12%
	<b>SUBTOTAL MISCELLANEOUS</b>	<b>\$ 66,090</b>	<b>\$ 73,415</b>	<b>\$ 55,724</b>	<b>\$ 2,150</b>	<b>\$ 15,541</b>	<b>\$ 14,160</b>	<b>\$ 1,381</b>	<b>98.12%</b>
<b>910</b>	<b>SPECIAL ED CONTINGENCY</b>	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	100.00%
<b>TOTAL LOCAL BUDGET</b>		<b>\$ 76,747,157</b>	<b>\$ 78,651,776</b>	<b>\$ 34,826,188</b>	<b>\$ 39,292,276</b>	<b>\$ 4,533,311</b>	<b>\$ 4,396,330</b>	<b>\$ 136,982</b>	<b>99.83%</b>

<b>REVENUES</b>				
<u>EXCESS COST GRANT REVENUE</u>	EXPENDED 2019 - 2020	APPROVED BUDGET	ANTICIPATED OFFSET	
<i>Special Education Svcs Salaries ECG</i>	\$ (33,039)	\$ (26,247)	\$ (39,115)	149.03%
<i>Transportation Services - ECG</i>	\$ (354,206)	\$ (402,480)	\$ (244,709)	60.80%
<i>Tuition - Out of District ECG</i>	\$ (1,372,981)	\$ (1,381,462)	\$ (1,195,965)	86.57%
<b>Total</b>	<b>\$ (1,760,226)</b>	<b>\$ (1,810,189)</b>	<b>\$ (1,479,789)</b>	<b>81.75%</b>
<b>OTHER REVENUES</b>				
<u>BOARD OF EDUCATION FEES &amp; CHARGES - SERVICES</u>	APPROVED BUDGET	RECEIVED	BALANCE	% RECEIVED
LOCAL TUITION	\$32,340	\$14,140	\$18,200	43.72%
HIGH SCHOOL FEES FOR PARKING PERMITS	\$30,000	\$0	\$30,000	0.00%
MISCELLANEOUS FEES	\$6,000	\$1,603	\$4,397	26.71%
<b>TOTAL SCHOOL GENERATED FEES</b>	<b>\$68,340</b>	<b>\$15,743</b>	<b>\$52,597</b>	<b>23.04%</b>
<b>OTHER GRANT / SPECIAL REVENUE OFFSETS</b>				
Corona Relief Grant - State Entitlement Grant	\$380,841	\$380,841		100.00%
Town Municipal Portion of CRF Grant	\$165,000	\$165,000		100.00%
Town Capital Non-recurring Revenue Fund	\$400,000	\$400,000		100.00%