

Somers Board of Education Regular Meeting

Monday, November 11, 2024 7:00 PM

Somers Board of Education Chambers, 1 Vision Boulevard, Somers, CT 06071

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **AWARDS AND RECOGNITIONS**
 1. Recognition of Robert Sigafose
Dr. Galloway to recognize Robert Sigafose, previous Mabelle B. Avery Middle School crossing guard and current volunteer hall monitor.
4. **APPROVAL OF MINUTES**
 1. Approval of the October 28, 2024 BOE Minutes 2
The Board to review and approve the minutes from the October 28, 2024 Board meeting.
5. **ADMINISTRATIVE REPORTS**
 1. Superintendent Update
 2. Introduction of Dr. Michael Dietter, MBA Assistant Principal
Dr. Galloway will introduce Dr. Michael Dietter, MBA Assistant Principal, to the Board.
 3. Monthly Budget Report 7
Stephanie Levin, Director of Business Services, will update the Board on the monthly budget.
 4. Superintendent Goals
Dr. Galloway will present his goals to the Board.
6. **OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**
7. **CONSENT AGENDA**
 1. Warrant of November 11, 2024 8
The Board to review and consent to the warrant of November 11, 2024.
 2. Leave of Absence
Heather Benoit, Grade 1 Teacher, will be taking a leave of absence approximately January 27, 2025 through the end of the school year.
8. **OLD BUSINESS**
 1. CIP Projects 12
The Board to approve proposed CIP projects to move to CIP.
9. **NEW BUSINESS**
 1. Investment Policy Statement 24
The Board to review and approve the revised Investment Policy Statement. Board Member, Mike Briggs, will be able to speak about this from a Planning/Finance Committee perspective.
10. **COMMITTEE REPORTS**
 1. Curriculum
 2. Policy
 3. Planning/Finance
 4. Salary & Negotiations
 5. Building
11. **CABE/CREC/State Dept. of Ed./SEF**
12. **AUDIENCE TO CITIZENS/STAFF/STUDENTS**
13. **ADJOURNMENT**

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Somers Board of Education Regular Meeting
Somers Board of Education Chambers
Monday, October 28, 2024
7:00 PM

(The recorded livestream may be viewed on SPS' YouTube channel on the school website)

Present BOE Members: Anne Kirkpatrick, Mike Briggs, Dr. Ed DePeau, JT Galloway, Shane Manning, Jan Martin, Kim Radziewicz, Carl Stebbins, Derek Zelek

Others: Dr. Sam Galloway, Stephanie Levin, Tenley Stoltz, Emma Ciccicarella

1. CALL TO ORDER

The regular Board of Education meeting was called to order by Chair Kirkpatrick at 7:00 p.m. in the Board of Education Chambers.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

3.1. Approval of the October 15, 2024 BOE Minutes

Rationale: The Board to review and approve the minutes from the October 15, 2024 Board meeting.

Motion to approve minutes of October 15th Board of Education Meeting. This motion, made by Kim Radziewicz and seconded by Jan Martin, Carried. **Yea: 8, Nay: 0, Abstain: 1 (JT Galloway)**

4. ADMINISTRATIVE REPORTS

4.1. Superintendent Update

All 3 schools participated in lockdown exercises on 10/21/24 without incident. Superintendent Galloway attended the Board of Finance meeting on 10/22/24. The Board of Finance voted to approve the \$15 million budget for the SES HVAC project. Superintendent Galloway is working with the town to share facts about the plan with the community. Dr. Michael Dietter was hired as the MBA Assistant Principal. Dr. Dietter is the former Deputy Superintendent for the Bristol Public Schools. Dr. Dietter will start on 11/4/24; however, he has already visited the district to meet staff.

Superintendent Galloway attended the assembly at SES on 10/25/24. The First Selectman attended to swear in the new members of the student government and briefed the parents on the new reading program.

Last Friday, the Girls Soccer team defeated Ellington. The winning goal was scored with 3 minutes and 19 seconds left. Superintendent Galloway noted the

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encouragement among the players as they met challenges during the game. The Boys Soccer team also defeated Ellington that night.

4.2. SHS Student Representatives

Rationale: Carolyn Castonguay and Emma Cicciarella, students from Somers High School, will update the Board on events.

Discussion: Superintendent Galloway introduced Dr. Jaime Rechenberg. Dr. Rechenberg introduced SHS representative Emma Cicciarella. Emma is a Senior at SHS. Emma provided an update on recent SHS events. Carolyn Castonguay was unable to attend due to illness.

A series of events are taking place to support post-secondary planning, including a Senior Planning Night, FAFSA Night, SCOIR, and the College Fair. These events provide information and advice for students and parents about the college application process. The College Fair provides students in grades 9-12 with the opportunity to learn about colleges of interest, technical schools, and military options.

Many field trips have taken place in recent weeks. These field trips include a visit to Rockville Superior Court to interview law professionals and observe cases, a visit to Lime Rock to race cars that students have been working on this fall, and visits to AIC, the Four Town Fair and the Big E.

The Girls Cross Country team tied at the Conference Championship and placed 4th at States. The Boys Cross Country team finished 3rd in the conference and 4th at States. The Boys Soccer team won the Conference Championship. Avery D'Amour, a member of the Girls Soccer team, scored her 50th career goal.

PSATs took place on 10/11/24. Students will review results on 10/29/24. Spirit Week is taking place from 10/28/24-11/2/24 leading up to the Pep Rally and Homecoming Dance. Several events are upcoming, including the Drama Club's Broadway Night, the AP U.S. History class trip to Boston, an accounting workshop at UConn, and the Bring Change to Mind Annual Summit in New York City.

Chair Kirkpatrick added that the College Fair was phenomenal. She noted that it was well organized and easy for students to navigate. Dr. Rechenberg credited Ms. Duffy for the success of the event.

5. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**6. CONSENT AGENDA**

Motion to approve Consent Agenda. This motion, made by Shane Manning and seconded by JT Galloway, Carried. **Yea: 9, Nay: 0**

6.1. Warrant of October 28, 2024

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Rationale: The Board to review and consent to the warrant of October 28, 2024.

6.2. Leave of Absence

Rationale: Caroline Hargraves, Director of Pupil Services, will be taking a leave of absence from October 21, 2024 through December 2, 2024.

6.3. 2nd Posting DBS Code 0521 - Nondiscrimination**7. OLD BUSINESS****8. NEW BUSINESS****8.1. Moose Company Construction Donation (Broderick Rheault)**

Rationale: The Board to review and approve the donation from Moose Company Construction for blank goods for laser engraving for the Somers High School Technology and Engineering Department. The total donation cost is estimated to be \$5,544.00.

Motion to approve the donation from Moose Company Construction for blank goods for laser engraving for the Somers High School Technology and Engineering department. This motion, made by Kim Radziewicz and seconded by Ed DePeau, Carried. **Yea: 9, Nay: 0**

Discussion: Approximately \$5,500 worth of materials are being donated to the SHS Technology and Engineering Department. Students will be able to use these materials in the classroom for laser engraving.

8.2. 2024-2025 Quarter 1 (July - September) Budget Transfers

Rationale: The Board to approve the Quarter 1 budget transfers. Stephanie Levin, Director of Business Services, will be available to answer questions.

Motion to approve the Quarter 1 transfers as recommended by the Planning/Finance Committee. This motion, made by Kim Radziewicz and seconded by Carl Stebbins, Carried. **Yea: 9, Nay: 0**

Discussion: Board Member Kim Radziewicz recommended the approval of quarter 1 budget transfers on behalf of the Budget Subcommittee. Stephanie Levin explained that the subcommittee decided to move to quarterly transfers last year. This is the first quarterly transfer. There were changes in the curriculum department that led to some transfers of funds for materials. A clean-up of accounts for the English and World Language departments was also noted. Adjustments were made to the Teacher Salary budget due to degree changes, the filling of vacancies at a higher salary, and for the reallocation of programming for Physical Education.

8.3. CIP Projects

Rationale: Discussion and possible action on proposed CIP projects.

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Discussion: Stephanie Levin reported the CIP recommendations. The four projects listed below would go to CIP at the next meeting on 11/14/24 if approved by the BOE.

- **MBA Roof:** The roof is 25+ years old and will need replacement soon. The roof covers MBA and Central Office. There are active leaks that are patched at the cost of \$5,000-\$10,000 per incident. Each building has a budget of \$40,000-\$50,000 annually to cover these types of repairs. The cost of the roofing project is estimated to be between \$2.4-2.8 million.
- **SHS Library Furniture Replacement:** The furniture in the library is 32 years old. New carpeting and paint have also been requested. Some furniture was damaged during COVID when items were moved to storage.
- **Boiler Replacement:** This is a phased project. There are 24 boilers in the SES basement. They are currently working, but there is concern that they will stop functioning properly. The goal is to replace them before an emergency replacement is needed.
- **SHS Transfer Switch**

Last year, a request was moved forward to CIP for the repaving of the entire SPS campus parking lots. This project was absorbed during the town paving project. The district returned to CIP in December with other projects that were determined after reviewing the Tecton Feasibility Study that was completed the prior year. These projects included:

- **SES Media Center ceiling:** This project was absorbed by the SES HVAC project
- **SHS Culinary Arts Program:** A commercial refrigerator was needed to replace several residential refrigerators.
- **SES Hallway Cabinets:** Open shelving in parts of the building were replaced with cabinetry to keep the hallways clean and safe.
- **SES Hallway Painting:** This project was absorbed by the SES HVAC Project
- **SES Window Hardware:** This project will be reviewed during the SES HVAC Project.

Board Member Shane Manning inquired about the MBA Roof replacement and whether this project could be delayed and rolled into the MBA HVAC project scheduled for 2028-2029. Ms. Levin noted that there is no guarantee that the HVAC project will be approved. Ms. Levin also explained the process that happens when the BOE approves CIP projects.

Board Member Ed DePeau inquired about the advantages of replacing the MBA roof and then installing HVAC units versus installing units and then replacing the roof.

Board Member Shane Manning inquired about what happens with CIP funds that are reallocated to other projects, like the SES HVAC project. Ms. Levin explained that those funds are used to fund new projects. For example, a transition room at MBA was created, new gym mats for MBA were purchased, and repairs were made to all schools' bleachers in the past when funds were reallocated. If the projects that are projected to be covered by the SES HVAC project cannot be funded by the HVAC budget, they will return to the

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CIP project list.

9. COMMITTEE REPORTS**9.1. Curriculum**

The next meeting will be held on 11/11/24 at 5p.m.

9.2. Policy

The next meeting will be held on 11/25/24 at 6p.m.

9.3. Planning/Finance

The Planning and Finance Committee met on 10/28/24 to discuss quarterly budget transfers, CIP, and to learn more about ClearGov, a budget cycle management tool. The committee also discussed updates to the pension documents with Morgan Stanley. The next meeting will be held on 12/9/24 at 5:30 p.m.

9.4. Salary & Negotiations

The committee reached a tentative agreement with the Paraeducators and Secretaries bargaining group. The vote to ratify the agreement is upcoming. If approved, the contract will be brought to the Board in November.

9.5. Building

There are no meetings scheduled at this time. The committee is waiting for approvals from other committees. The town referendum is scheduled for 12/17/24.

10. CABE/CREC/State Dept. of Ed./SEF

Three Board members and Superintendent Galloway will attend the CABE Convention on 11/15/24. There are no CREC updates. Board Member Carl Stebbins will continue to serve as the CREC representative. The last SEF meeting conflicted with a BOE meeting. Board Member Shane Manning shared highlights from the SEF meeting minutes. About \$19,000 have been granted from this year's budget. There are board member openings on the SEF Board.

11. AUDIENCE TO CITIZENS/STAFF/STUDENTS**12. ADJOURNMENT**

Motion to adjourn the meeting at 7:45p.m. This motion, made by Shane Manning and seconded by Jan Martin, Carried. **Yea: 9, Nay: 0**

Jan Martin, BOE Secretary Date

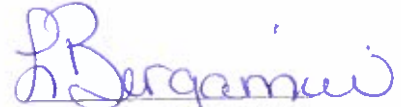
Jenna McDermott, BOE Recording Secretary

SOMERS BOARD OF EDUCATION VOUCHER

Voucher No: 1126

Voucher Date: 11/11/2024

Prepared By:



Printed: 11/07/2024 10:20:03 AM

SOMERS BOARD OF EDUCATION is hereby authorized to draw warrants against SOMERS BOARD OF EDUCATION funds for the sum of \$396,577.88 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



Stephanie Levin

Director of Business Services

SOMERS BOARD OF EDUCATION

Fund	Amount
10 GENERAL FUND	\$396,577.88
	\$396,577.88

Somers Board of Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: BOE AP CASH 1918032563

From Date: 11/11/2024
From Check: 25402
From Voucher: 1126

To Date: 11/11/2024
To Check: 25465
To Voucher: 1126

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
25402	11/11/2024	Alternative Access Assistive Technology	\$3,404.75	1126	Printed	Expense	<input type="checkbox"/>		
25403	11/11/2024	Amazon Capital Services	\$2,755.79	1126	Printed	Expense	<input type="checkbox"/>		
25404	11/11/2024	Angeloni Refrigeration, LLC	\$400.00	1126	Printed	Expense	<input type="checkbox"/>		
25405	11/11/2024	Anthem Blue Cross and Blue Shield	\$263,326.79	1126	Printed	Expense	<input type="checkbox"/>		
25406	11/11/2024	Bearclaw Wildlife LLC	\$675.00	1126	Printed	Expense	<input type="checkbox"/>		
25407	11/11/2024	BSN Sports LLC	\$438.72	1126	Printed	Expense	<input type="checkbox"/>		
25408	11/11/2024	Bureau of Education & Research, Inc.	\$1,385.00	1126	Printed	Expense	<input type="checkbox"/>		
25409	11/11/2024	C.E.S	\$140.00	1126	Printed	Expense	<input type="checkbox"/>		
25410	11/11/2024	CABE	\$30.00	1126	Printed	Expense	<input type="checkbox"/>		
25411	11/11/2024	CASPA	\$300.00	1126	Printed	Expense	<input type="checkbox"/>		
25412	11/11/2024	Chapin & Bangs	\$860.68	1126	Printed	Expense	<input type="checkbox"/>		
25413	11/11/2024	CHLIC	\$13,046.79	1126	Printed	Expense	<input type="checkbox"/>		
25414	11/11/2024	Chromebook Parts	\$1,644.45	1126	Printed	Expense	<input type="checkbox"/>		
25415	11/11/2024	Clear Water Industries	\$233.33	1126	Printed	Expense	<input type="checkbox"/>		
25416	11/11/2024	ClearGov Inc	\$5,047.00	1126	Printed	Expense	<input type="checkbox"/>		
25417	11/11/2024	CLG Electric LLC	\$880.00	1126	Printed	Expense	<input type="checkbox"/>		
25418	11/11/2024	ConsumerInfo.com	\$1,416.80	1126	Printed	Expense	<input type="checkbox"/>		
25419	11/11/2024	Corinne Bouchard	\$33.00	1126	Printed	Expense	<input type="checkbox"/>		
25420	11/11/2024	COX Business	\$205.02	1126	Printed	Expense	<input type="checkbox"/>		
25421	11/11/2024	DG Graphics	\$78.50	1126	Printed	Expense	<input type="checkbox"/>		
25422	11/11/2024	Elan Financial Services	\$2,039.68	1126	Printed	Expense	<input type="checkbox"/>		
25423	11/11/2024	Ellington Agway Power Equipment	\$2,558.00	1126	Printed	Expense	<input type="checkbox"/>		
25424	11/11/2024	Ellington Board of Education	\$8,881.90	1126	Printed	Expense	<input type="checkbox"/>		

Somers Board of Education

Check Listing

Fiscal Year: 2024-2025

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From Date: 11/11/2024
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To Date: 11/11/2024
 To Check: 25465
 To Voucher: 1126

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
25425	11/11/2024	Eric Barakat	\$150.00	1126	Printed	Expense	<input type="checkbox"/>		
25426	11/11/2024	Eversource Energy	\$5,420.74	1126	Printed	Expense	<input type="checkbox"/>		
25427	11/11/2024	Garsal Industries	\$124.96	1126	Printed	Expense	<input type="checkbox"/>		
25428	11/11/2024	Gateway Enterprise Corporation	\$336.00	1126	Printed	Expense	<input type="checkbox"/>		
25429	11/11/2024	Geissler's Supermarket, Inc	\$319.86	1126	Printed	Expense	<input type="checkbox"/>		
25430	11/11/2024	Gengras Center	\$13,758.00	1126	Printed	Expense	<input type="checkbox"/>		
25431	11/11/2024	Gopher Sport	\$1,391.99	1126	Printed	Expense	<input type="checkbox"/>		
25432	11/11/2024	Hartford HealthCare Corporation SBO	\$9,100.00	1126	Printed	Expense	<input type="checkbox"/>		
25433	11/11/2024	Intensive Education Academy, Inc.	\$7,817.74	1126	Printed	Expense	<input type="checkbox"/>		
25434	11/11/2024	J.W. Pepper & Son, Inc.	\$58.79	1126	Printed	Expense	<input type="checkbox"/>		
25435	11/11/2024	Laurie Amsden	\$75.00	1126	Printed	Expense	<input type="checkbox"/>		
25436	11/11/2024	MagnaKleen Services	\$108.61	1126	Printed	Expense	<input type="checkbox"/>		
25437	11/11/2024	Melissa Augusto	\$110.00	1126	Printed	Expense	<input type="checkbox"/>		
25438	11/11/2024	Michael Savage	\$300.00	1126	Printed	Expense	<input type="checkbox"/>		
25439	11/11/2024	Monarch Watch	\$30.00	1126	Printed	Expense	<input type="checkbox"/>		
25440	11/11/2024	NASCO	\$1,209.49	1126	Printed	Expense	<input type="checkbox"/>		
25441	11/11/2024	NASN	\$141.00	1126	Printed	Expense	<input type="checkbox"/>		
25442	11/11/2024	New England Turf Management	\$1,552.00	1126	Printed	Expense	<input type="checkbox"/>		
25443	11/11/2024	Nicholas Kosloski	\$44.22	1126	Printed	Expense	<input type="checkbox"/>		
25444	11/11/2024	Nuso, LLC	\$115.39	1126	Printed	Expense	<input type="checkbox"/>		
25445	11/11/2024	OMNI Group	\$20.00	1126	Printed	Expense	<input type="checkbox"/>		
25446	11/11/2024	Portabull	\$300.00	1126	Printed	Expense	<input type="checkbox"/>		
25447	11/11/2024	Prestwick House, Inc	\$1,213.72	1126	Printed	Expense	<input type="checkbox"/>		
25448	11/11/2024	Scholastic Inc	\$307.69	1126	Printed	Expense	<input type="checkbox"/>		

Somers Board of Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: BOE AP CASH 1918032563

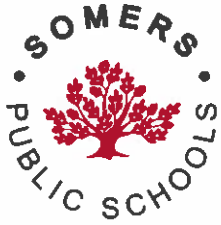
From Date: 11/11/2024
From Check: 25402
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To Date: 11/11/2024
To Check: 25465
To Voucher: 1126

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
25449	11/11/2024	School Specialty, Llc	\$21.64	1126	Printed	Expense	<input type="checkbox"/>		
25450	11/11/2024	Shannin Burns	\$45.62	1126	Printed	Expense	<input type="checkbox"/>		
25451	11/11/2024	Shipman & Goodwin, LLP	\$4,539.00	1126	Printed	Expense	<input type="checkbox"/>		
25452	11/11/2024	Silvia Gopalakrishnan	\$300.00	1126	Printed	Expense	<input type="checkbox"/>		
25453	11/11/2024	Somers Lunch Program	\$100.00	1126	Printed	Expense	<input type="checkbox"/>		
25454	11/11/2024	Somers Star Hardware	\$192.14	1126	Printed	Expense	<input type="checkbox"/>		
25455	11/11/2024	State of Connecticut-Treasurer	\$2,205.00	1126	Printed	Expense	<input type="checkbox"/>		
25456	11/11/2024	Suffield Board of Education	\$7,914.68	1126	Printed	Expense	<input type="checkbox"/>		
25457	11/11/2024	The Connecticut Water Company	\$1,876.19	1126	Printed	Expense	<input type="checkbox"/>		
25458	11/11/2024	The Hartford	\$4,935.74	1126	Printed	Expense	<input type="checkbox"/>		
25459	11/11/2024	The Home Depot Pro	\$1,370.62	1126	Printed	Expense	<input type="checkbox"/>		
25460	11/11/2024	Town of Somers	\$8,713.25	1126	Printed	Expense	<input type="checkbox"/>		
25461	11/11/2024	TPC Systems	\$1,943.00	1126	Printed	Expense	<input type="checkbox"/>		
25462	11/11/2024	Valley Educational Services	\$6,263.31	1126	Printed	Expense	<input type="checkbox"/>		
25463	11/11/2024	Verizon Wireless	\$523.43	1126	Printed	Expense	<input type="checkbox"/>		
25464	11/11/2024	W.B. Mason Co., Inc.	\$102.96	1126	Printed	Expense	<input type="checkbox"/>		
25465	11/11/2024	West Hartford Lock Co. LLC	\$1,744.90	1126	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$396,577.88

End of Report



Board of Education Administrative Report

Title of Report: Five-Year Capital Improvement Plan

Board Meeting Date: October 28, 2024

Action
 Report
 Information
 Discussion

Submitted by: Dr. Samuel Galloway

Executive Summary

The Five-Year Capital Improvement Plan is based on district needs as reported in the Tecton Report, Board of Education Long-Range Facilities Plan, and requests from SPS Buildings and Facilities Department. Some items could be included in future operational budgets, CIP, leased over multiple years, and/or bonding.

Project	2025-26	2026-27	2027-28	2028-29	2029-30
MBA Roof Replacement	\$2,800,000				
SHS Library Furniture Replacement	\$123,000				
SES Boiler Replacement - Phase 1	\$60,000				
SES Transfer Switch	\$18,600				
SES Heat Exchanger		TBD			
SES Boiler Replacement - Phase 2		\$120,000			
Maintenance - Tree Work		\$11,000			
Sand/Salt Spreader		\$8,000			
Field Mower Replacement		\$5,000			
SES Boiler Replacement - Phase 3			\$60,000		
SES Playground Equipment			\$462,000		
SES Playscape Resurfacing			\$90,000		
Maintenance Storage Building				\$1,200,000	
SES Stucco				\$932,000	
SES Auditorium Renovation				TBD	
MBA HVAC				\$4,138,459	
SHS HVAC					\$13,258,899
Totals	\$3,001,600	\$144,000	\$762,000	\$6,270,459	\$13,258,899

Note: Costs projections are based on the Tecton Report, vendor quotes, and known industry standards. They do not consider cost inflation. Last updated: October 23, 2024

**TOWN OF SOMERS
CAPITAL EQUIPMENT / PROJECT REQUEST
TYPE B. ACQUISITION**

GOV'T FUNCTION: Board of Education

Department: Mabelle B. Avery Middle School

Contact Person: Jim McFeat

E-mail: jim.macfeat@somers.k12.ct.us

Phone: (860)749-2270 Ext. 2014

Fax: _____

Capital Item: Mabelle B. Avery Middle School Roof Replacement

Proposed Acquisition Date: Spring 2026

Proposed Acquisition Cost: \$2,400,000 - \$2,800,000

1. Description of Capital Item with all accessories, spare parts, and warranties.

The roof at MBA is 25 years old (excluding the Central Office addition in 2004) and is in need of being replaced.

2. Projected Useful Life.

20-30 Years

3. Frequency of Use.

Every day

4. Repair Costs – stated on the same basis as Useful Life.

Approximately \$5,000 - \$10,000 a year

5. Price/Quality Analysis.

The existing roof requires frequent repairs due to leaks.

6. Effect on delivery of service/cost of service if acquisition is delayed.

This is a building maintenance replacement that needs to be done to ensure the building can continue to be occupied.

7. Method of Determining Price.

E Final project would be a formal Request for Proposal

Approved by BOS/BOE

Authorization _____
Chair

Date

Approved BOF Capital Committee: _____
Chair

Date

Approved BOF: _____
Chair

Date

**TOWN OF SOMERS
CAPITAL EQUIPMENT / PROJECT REQUEST
TYPE B. ACQUISITION**

GOV'T FUNCTION: Board of Education **Department:** Somers High School

Contact Person: Jaime Rechenberg / Tenley Stoltz **E-mail:** jaime.rechenberg@somers.k12.ct.us

Phone: (860)749-2270 Ext. 4105 **Fax:** _____

Capital Item: Somers High School Library Media Center

Proposed Acquisition Date: 7/1/2025

Proposed Acquisition Cost: \$123,000

1. Description of Capital Item with all accessories, spare parts, and warranties.

This plan is for a complete remodeling and updating of the Somers High School Library Media Center. The furniture and paint are original to when the school was built 32 years ago, and the carpet was replaced over 10 years ago. Half of the chairs and all of the soft seating lounge chairs became moldy while in storage during Covid and were not replaced. The Computer Lab and Audio Visual Lab were updated in 2021 with new furniture, flooring, and paint, making them visually appealing, flexible work spaces for students and staff. Remodeling the remaining areas in the LMC would modernize the space in order to better meet the needs of the SHS community, and it would complete the transition from a media center to a learning commons.

2. Projected Useful Life.

10-20 Years

3. Frequency of Use.

Every day

4. Repair Costs – stated on the same basis as Useful Life.

Varies based on ability to repair furniture and carpet tears.

5. Price/Quality Analysis.

The library is not just a place for students but also a place for staff, families, and community events. Replacing furniture, carpeting, and touching up the paint is necessary to maintain this space.

6. Effect on delivery of service/cost of service if acquisition is delayed.

This is a building maintenance update that needs to be done to ensure continued use.

7. Method of Determining Price.

All items have been priced out using Connecticut Library Consortium, Connecticut State, or Massachusetts State contracts.

Approved by BOS/BOE

Authorization _____
Chair _____ Date _____

Approved BOF Capital Committee: _____
Chair _____ Date _____

Approved BOF: _____
Chair _____ Date _____



ROBERT H LORD CO.

SOMERS HIGH SCHOOL
MEDIA CENTER FURNITURE
 Scenario 4 - Layout 1A

REF #	QTY	MFG	MODEL #	DESCRIPTION / DIMENSIONS	COLORS / GRADE	UNIT	TOTAL
Scenario 4 - Layout 1A							
1	24	KI	DN3100	Doni Stack Chair, 18", Solid Color, Poly Seat and Back, Sled Base	Poly: TBD, Legs: TBD	201.04	4,824.96
2	21	KI	DN4100H30	Doni Café Ht. Stool, 30", Solid Color, Poly Seat and Back, 4-Leg, Foot Rest, Nylon Glides	Poly: TBD, Legs: TBD	294.00	6,174.00
3	6	KI	PINR3660C	Pirouette, 36" x 60" nesting table, fixed height, standard legs, casters.	Laminate: TBD, Edge: TBD, Legs: TBD	931.28	5,587.68
4	2	KI	SEGH3684L/NC	Serenade Collaborative Table, 36" x 84" x 42"h, Non-Contrast Laminate, 2" Panel Construction, footrest, no power, glides	Laminate: TBD, Edge: TBD	3,573.92	7,147.84
5	3	KI	AH3R3042P	Athens Disc Base, Round Table, 30" Dia x 42"h, Laminate, 74P Egde	Laminate: TBD, Edge: TBD, Powdercoat Legs: TBD	503.44	1,510.32
6	8	KI	SN12CA	Sonrisa Lounge Chair w/ Arms and Contrast Seat, Fully Upholstered, Casters, NO rollers.	Fabric: Grade P1	1,673.84	13,390.72
7	2	KI	MPT26R/CGL/NC	MyPlace Table, concealed glides, non-contrast fabric.	Fabric: Grade P1, TBD, Laminate: TBD, Edge: TBD	714.56	1,429.12
8	3	V/S	01471	Team Table, Standing Height 40-5/8"h, Freeform shape, Laminate, Intermediate Laminate Shelf, 4-Leg,	Laminate: TBD, Edge: TBD, Base: TBD	963.60	2,890.80
14	4	Media Technologies	31-4820-MOB	36"w x 48"h Double Sided Starter Shelving, Mobile	Oak Veneer	1,621.20	6,484.80
15	4	Media Technologies	31-4820A-MOB	36"w x 48"h Double Sided Adder Shelving, Mobile	Oak Veneer	1,231.30	4,925.20
15a	8	Media Technologies	31-6024-MOB	OPTION: SINGLE MOBILE 60" HIGH SHELVING 36"w x 60"h Double Sided Starter Shelving, Mobile	Oak Veneer, Powdercoat: TBD	2,275.70	
16	3	Media Technologies	31-4820-MOB	36"w x 48"h Double Sided Starter Shelving, Mobile	Oak Veneer	1,621.20	4,863.60
16a	12	Media Technologies	S321-12SH-MAG	Steel Magazine Shelf	Powder Coat: TBD	154.00	1,848.00
22	64	Media Technologies	21-BS10	Sliding Metal Book Support for Standard Steel Shelves	Powder Coat: TBD	26.60	1,702.40
				TOTAL:			62,779.44

PROPOSAL

B C I

Bartholomew Contract Interiors

3324 Main Street
Hartford, CT 06120
Fax 860/724-2887
Tel 860/522-5555

PROPOSAL SUBMITTED TO Somers Public Schools	PHONE O: 860-749-2270 x2000 C: 860-881-8098	DATE October 2, 2024
STREET 1 Vision Boulevard	JOB LOCATION Somers High School – Media Center	
CITY, STATE & ZIP Somers, CT 06071	JOB DETAIL Carpet Tile	PROPOSAL NUMBER 240649
ATTN: James MacFeat Supervisor of Buildings And Grounds	E-MAIL jim.macfeat@somers.k12.ct.us	

Bartholomew Contract Interiors Is Pleased To Provide Pricing For The Following:

Labor And Materials To Install Approx. (630) Yards Of Mohawk Carpet Tile: = \$41,893.60

Pricing Includes Carpet Tile, Adhesive, Ardex Feather Finish Patch, 4” Vinyl Cove Base, Reducer, Removal Of Existing Carpet, All Prep Labor And Installation During Normal Business Hours.

Existing Luxury Vinyl Plank And Vinyl Composition Tile To Remain.

Pricing Does Not Include Furniture Move Services.

Flooring State Contract #20PSX0088 Amendment #7 REV 7/1/24.

PRICE As indicated above	Travis Pullen
TERMS Net 30	
ACCEPTED BY:	

IPROPSL

ADCO Services, Inc.
Painting and
Architectural
Finishes



27 Peters Road
Bloomfield, Inc.
V 860-243-8329
F 860-243-1593

October 7, 2024

Somers Public Schools
1 Vision Boulevard
Somers. CT 06071

Attention: James MacFeat

Project: Somers High School – Library Painting

Dear Jim,

ADCO Services, Inc. is pleased to quote on providing all labor, material and equipment to complete the painting in the Library at Somers High School.

Scope of Work/Schedule of Finishes

Walls and Soffit shall receive one coat of PPG Seal Grip Acrylic Primer followed by One coat of PPG Semi-Gloss Enamel.

H.M frames shall receive one coat of BM Advance Semi-Gloss Enamel.

Wall color shall be changed to grey.

H.M. frame color shall match existing.

Work shall be performed during regular working hours.

Pricing

Labor: \$ 15,500.00 Material: \$ 2,300.00 Total: \$ 17,800.00

If you require additional information, please let me know.

Respectfully Submitted,

H. Scott Smith

H. Scott Smith, President
ADCO Services, Inc

HSS:ctf

**TOWN OF SOMERS
CAPITAL EQUIPMENT / PROJECT REQUEST
TYPE B. ACQUISITION**

GOV'T FUNCTION: Board of Education **Department:** Maintenance

Contact Person: Jim MacFeat **E-mail:** jim.macfeat@somers.k12.ct.us

Phone: (860)749-2270 Ext. 2000 **Fax:** _____

Capital Item: Partial Replacement of Boilers @ SES

Proposed Acquisition Date: 7/1/2025

Proposed Acquisition Cost: \$57,020.00

1. Description of Capital Item with all accessories, spare parts, and warranties.

Replacement of 6 Dunkirk Oil Fired Boilers @ Somers Elementary School- price includes labor,materials,electrical,and start up testing

2. Projected Useful Life.

20+Years

3. Frequency of Use.

4 of the 6 boilers will be used daily for domestic hot water. The other 2 will be replacements for heating the building.

4. Repair Costs – stated on the same basis as Useful Life.

\$200.00 each for yearly maintenance

5. Price/Quality Analysis.

As the boilers age and function less effectively, we risk higher maintenance costs or the equipment breaking down and losing the ability to provide heat and hot water.

6. Effect on delivery of service/cost of service if acquisition is delayed.

This is a maintenance item that needs to be done based on the age of the current boilers.

7. Method of Determining Price.

Pricing will be determined by either the RFP process or state contract.

Approved by BOS/BOE

Authorization _____
Chair _____ Date _____

Approved BOF Capital Committee: _____
Chair _____ Date _____

Approved BOF: _____
Chair _____ Date _____

**TOWN OF SOMERS
CAPITAL EQUIPMENT / PROJECT REQUEST
TYPE B. ACQUISITION**

GOV'T FUNCTION: Board of Education

Department: Maintenance

Contact Person: Jim MacFeat

E-mail: jim.macfeat@somers.k12.ct.us

Phone: (860)749-2270 Ext. 2000

Fax: _____

Capital Item: Transfer Switch (SES)

Proposed Acquisition Date: 7/1/2025

Proposed Acquisition Cost: \$18,600.00

1. Description of Capital Item with all accessories, spare parts, and warranties.

Provide and install a new automatic generator transfer switch. Install additional wiring as needed for the new switch. Re pipe generator feed wires so plumbing can be insulated

2. Projected Useful Life.

20 years

3. Frequency of Use.

As needed

4. Repair Costs – stated on the same basis as Useful Life.

As needed

5. Price/Quality Analysis.

Best quoted price with same options

6. Effect on delivery of service/cost of service if acquisition is delayed.

Current switch has corrosion from condensation from ice machine drain

7. Method of Determining Price.

Pricing through vendor quote

Approved by BOS/BOE

Authorization _____
Chair

Date

Approved BOF Capital Committee: _____
Chair

Date

Approved BOF: _____
Chair

Date

**TOWN OF SOMERS
CAPITAL EQUIPMENT / PROJECT REQUEST
TYPE B. ACQUISITION**

GOV'T FUNCTION: Board of Education **Department:** Somers High School

Contact Person: Jaime Rechenberg / Tenley Stoltz **E-mail:** jaime.rechenberg@somers.k12.ct.us

Phone: (860)749-2270 Ext. 4105 **Fax:** _____

Capital Item: Somers High School Library Media Center - Option 1

Proposed Acquisition Date: 7/1/2025

Proposed Acquisition Cost: \$123,000

1. Description of Capital Item with all accessories, spare parts, and warranties.

This plan is for a complete remodeling and updating of the Somers High School Library Media Center. The furniture and paint are original to when the school was built 32 years ago, and the carpet was replaced over 10 years ago. Half of the chairs and all of the soft seating lounge chairs became moldy while in storage during Covid and were not replaced. The Computer Lab and Audio Visual Lab were updated in 2021 with new furniture, flooring, and paint, making them visually appealing, flexible work spaces for students and staff. Remodeling the remaining areas in the LMC would modernize the space in order to better meet the needs of the SHS community, and it would complete the transition from a media center to a learning commons.

2. Projected Useful Life.

10-20 Years

3. Frequency of Use.

Every day

4. Repair Costs – stated on the same basis as Useful Life.

Varies based on ability to repair furniture and carpet tears.

5. Price/Quality Analysis.

The library is not just a place for students but also a place for staff, families, and community events. Replacing furniture, carpeting, and touching up the paint is necessary to maintain this space.

6. Effect on delivery of service/cost of service if acquisition is delayed.

This is a building maintenance update that needs to be done to ensure continued use.

7. Method of Determining Price.

All items have been priced out using Connecticut Library Consortium, Connecticut State, or Massachusetts State contracts.

Approved by BOS/BOE

Authorization _____
Chair _____ Date _____

Approved BOF Capital Committee: _____
Chair _____ Date _____

Approved BOF: _____
Chair _____ Date _____

**TOWN OF SOMERS
CAPITAL EQUIPMENT / PROJECT REQUEST
TYPE B. ACQUISITION**

GOV'T FUNCTION: Board of Education **Department:** Somers High School

Contact Person: Jaime Rechenberg / Tenley Stoltz **E-mail:** jaime.rechenberg@somers.k12.ct.us

Phone: (860)749-2270 Ext. 4105 **Fax:** _____

Capital Item: Somers High School Library Media Center - Option 2

Proposed Acquisition Date: 7/1/2025

Proposed Acquisition Cost: \$196,000

1. Description of Capital Item with all accessories, spare parts, and warranties.

This plan is for a complete remodeling and updating of the Somers High School Library Media Center. The furniture and paint are original to when the school was built 32 years ago, and the carpet was replaced over 10 years ago. Half of the chairs and all of the soft seating lounge chairs became moldy while in storage during Covid and were not replaced. The Computer Lab and Audio Visual Lab were updated in 2021 with new furniture, flooring, and paint, making them visually appealing, flexible work spaces for students and staff. Remodeling the remaining areas in the LMC would modernize the space in order to better meet the needs of the SHS community, and it would complete the transition from a media center to a learning commons.

2. Projected Useful Life.

10-20 Years

3. Frequency of Use.

Every day

4. Repair Costs – stated on the same basis as Useful Life.

Varies based on ability to repair furniture and carpet tears.

5. Price/Quality Analysis.

The library is not just a place for students but also a place for staff, families, and community events. Replacing furniture, carpeting, and touching up the paint is necessary to maintain this space.

6. Effect on delivery of service/cost of service if acquisition is delayed.

This is a building maintenance update that needs to be done to ensure continued use.

7. Method of Determining Price.

All items have been priced out using Connecticut Library Consortium, Connecticut State, or Massachusetts State contracts.

Approved by BOS/BOE

Authorization _____
Chair _____ Date _____

Approved BOF Capital Committee: _____
Chair _____ Date _____

Approved BOF: _____
Chair _____ Date _____



ROBERT H. LORD CO.

SOMERS HIGH SCHOOL
MEDIA CENTER FURNITURE
 Scenario 7 - Layout 1A

REF #	QTY	MFG	MODEL #	DESCRIPTION / DIMENSIONS	COLORS / GRADE	UNIT	TOTAL
Scenario 7 - Layout 1A							
1	24	KI	DN3100	Doni Stack Chair, 18", Solid Color, Poly Seat and Back, Sled Base	Poly: TBD, Legs: TBD	201.04	4,824.96
2	21	KI	DN4100H30	Doni Café Ht. Stool, 30", Solid Color, Poly Seat and Back, 4-Leg, Foot Rest, Nylon Glides	Poly: TBD, Legs: TBD	294.00	6,174.00
3	6	KI	PINR3660C	Pirouette, 36" x 60" nesting table, fixed height, standard legs, casters.	Laminate: TBD, Edge: TBD, Legs: TBD	931.28	5,587.68
4	2	KI	SEGH3684L/NC	Serenade Collaborative Table, 36" x 84" x 42"h, Non-Contrast Laminate, 2" Panel Construction, footrest, no power, glides	Laminate: TBD, Edge: TBD	3,573.92	7,147.84
5	3	KI	AH3R3042P	Athens Disc Base, Round Table, 30" Dia x 42"h, Laminate, 74P Egde	Laminate: TBD, Edge: TBD, Powdercoat Legs: TBD	503.44	1,510.32
6	8	KI	SN12CA	Sonrisa Lounge Chair w/ Arms and Contrast Seat, Fully Upholstered, Casters, NO rollers.	Fabric: Grade P1	1,673.84	13,390.72
7	2	KI	MPT26R/CGL/NC	MyPlace Table, concealed glides, non-contrast fabric.	Fabric: Grade P1, TBD, Laminate: TBD, Edge: TBD	714.56	1,429.12
8	3	V/S	01471	Team Table, Standing Height 40-5/8"h, Freeform shape, Laminate, Intermediate Laminate Shelf, 4-Leg,	Laminate: TBD, Edge: TBD, Base: TBD	963.60	2,890.80
9	4	Media Technologies	31-4820-MOB	36"w x 48"h Double Sided Starter Shelving, Mobile	Oak Veneer	1,621.30	6,485.20
10	4	Media Technologies	31-4820A-MOB	36"w x 48"h Double Sided Adder Shelving, Mobile	Oak Veneer	1,231.30	4,925.20
10a	8	Media Technologies	31-6024-MOB	OPTION: SINGLE MOBILE 60" HIGH SHELVING 36"w x 60"h Double Sided Starter Shelving, Mobile	Oak Veneer, Powdercoat: TBD	2,275.70	
11	3	Media Technologies	31-4820-MOB	36"w x 48"h Double Sided Starter Shelving, Mobile	Oak Veneer	1,621.20	4,863.60
11a	12	Media Technologies	S321-12SH-MAG	Steel Magazine Shelf	Powder Coat: TBD	154.00	1,848.00
12	2	Media Technologies	31- 8410	Single Sided Starter Shelving, 36" x 84"h, 10 1/2"d shelves	Oak Veneer	1,320.20	2,640.40
13	13	Media Technologies	31- 8410A	Single Sided Adder Shelving, 36" x 84"h, 10 1/2"d shelves	Oak Veneer	1,071.00	13,923.00
14	6	Media Technologies	31-8420	Double Sided Starter Shelving, 36" x 84"h	Oak Veneer	2,110.50	12,663.00
15	23	Media Technologies	31-8420A	Double Sided Adder Shelving, 36" x 84"h	Oak Veneer	1,740.20	40,024.60



ROBERT H LORD CO.

SOMERS HIGH SCHOOL
MEDIA CENTER FURNITURE
Scenario 7 - Layout 1A

REF #	QTY	MFG	MODEL #	DESCRIPTION / DIMENSIONS	COLORS / GRADE	UNIT	TOTAL
16	52	Media Technologies	31-LK	Leveling Kit for use on 11/21/31 Series shelving		11.20	582.40
17	486	Media Technologies	21-BS10	Sliding Metal Book Support for Standard Steel Shelves	Powder Coat: TBD	26.60	12,927.60
18	8	Media Technologies	31-SFMB	Single-face, 31 Series wall-mounting brackets	Powder Coat: TBD	33.60	268.80
				TOTAL:			144,107.24

Town of Somers Board of Education Pension & OPEB Trust

Investment Policy Statement October 2024

OVERALL INVESTMENT OBJECTIVE:

To provide funds to pay health insurance premiums of retirees who elect to be covered by Board of Education insurance plans. In addition, focus on enhancing the value of the portfolio in terms of inflation adjusted return through a combination of capital growth and dividend income. The Somers Board of Education ("SBE") has a Growth and Income investment objective while also focusing on preservation of capital. Percentages will be defined by specific ranges in the section entitled Asset Allocation.

RESPONSIBILITIES

The SBE is responsible for the creation and maintenance of the Investment Policy Statement. Through periodic review, the SBE will also ensure that the Investment Policy Statement is followed appropriately.

The SBE Committee ("Committee") will act solely in the interests of the participants of the trust. The Committee's guiding principle for fulfilling this responsibility is the "Prudent Person Standard: A fiduciary must discharge his or her duties with the care, skill, prudence, and diligence that a prudent person acting in a like capacity would use in the conduct of an enterprise of like character and aims." This standard applies to all those to whom the Committee may delegate responsibility. More specifically the Committee will:

- Monitor and evaluate investment performance
- Approve asset allocation changes
- Review investment suggestions by the investment consultant

Investment Consultants are the investment professionals in charge of implementing the investment strategy. The Investment Consultant will:

- Implement investment changes when warranted
- Research investment products that align with the investment policy statement, for potential inclusion in the plan portfolio
- Conduct semiannual meetings and provide quarterly statements for the Committee
- Manage portfolio to appropriate investment goals, with consideration to appropriate benchmarks, at all times

SBE Director of Business Services will provide information concerning OPEB funding of benefits, funding levels and trust finances and will contribute counsel about investments. He/she is the primary contact with the actuary. The SBE Director of Business Services will initiate transfers of money between the trust and the Custodian to invest in the plan portfolio. The Town of Somers may, at its discretion, provide funding to the trust.

OVERALL PORTFOLIO STRATEGY:

The objective will be pursued by investing in a balanced portfolio of fixed income bonds as well as individual equities and mutual funds. The fixed income investments are intended to provide stability and a high level of current income, while equity investments are intended to provide the potential for capital appreciation. The fixed income securities should be of strong credit quality. Any bonds below BB shall be limited. The equities cannot be purchased with margin or credit and shall not be leveraged in any manner. Bonds and equities can be purchased individually, within a mutual fund, or via exchange traded fund. If purchased individually, no one individual holding can be more than 5% of total portfolio. Hedge, derivatives and cryptocurrency strategies are prohibited.

ASSET ALLOCATION:

As discussed above, the overall plan allocation will be a balanced mix of individual equities, fixed income securities, mutual funds and cash. The target weightings of the different asset classes will be reviewed regularly (at least on a semi annual basis). The cash and fixed income investments will provide stability with the equity and mutual fund investments providing growth over the intermediate and long-term.

The target weightings are as follows:

Cash/Money Markets 2.5% +/-2.5%

Fixed Income 40% +/-10%

Weighting is inclusive of the "core" fixed income holdings, as well as "satellite" allocations to high yield, foreign debt, and floating rate debt. Exposure to the satellite asset classes will be limited as follows:

High Yield 0-7.5%

Foreign 0-7.5%

Floating Rate 0-7.5%

Equities 57.5% +/- 12.5%

Weighting is inclusive of the "core" equity holdings, as well as "satellite" allocations to developed international, emerging international, mid cap and small cap. Exposure to the satellite asset classes will be limited as follows:

Emerging/Frontier 0-20%

Developed 0-20%

Mid/Small 0-20%

EQUITY GUIDELINES/BENCHMARK:

Large capitalization US stocks will represent the Core of the equity portfolio. Additional diversification can be pursued through investments in mid and small capitalization international and domestic equities. Further diversification will be sought through mutual funds or exchange traded funds. Due to the Large-Capitalization nature and global diversification, the benchmark for comparison purposes is the FTSE Global All Cap Index.

FIXED INCOME/LIQUIDITY REQUIREMENTS:

Domestic Bonds will represent the core of the portfolio. The majority of the holdings will have a maturity of 15 years or less. At this time, only 5% of the fixed income allocation can be more than 15 years. Additional diversification can be pursued through investments in high yield, foreign both developed and emerging, and floating rate notes. Further diversification will be sought through mutual funds or exchange traded funds. Due to the Domestic Bond nature, the benchmark for comparison purposes is the Bank of America Merrill; US corporate government master.

PERFORMANCE MEASUREMENT AND REPORTING:

Long-term investment results will be emphasized. Investment performance for each asset class will be measured against its appropriate benchmark over a normal cycle of 5 years. The returns will be monitored annually.

The Committee will receive Quarterly Reports from the Investment Manager that includes, but is not limited to, the following:

An outline of current strategy and investments

Portfolio performance versus the benchmark index and peer group

Portfolio composition relative to asset allocation policy

A review of the portfolio's diversification

TAX STATUS:

The Town of Somers Board of Education is not subject to income or capital gains taxes.

TIME HORIZON/RISK TOLERANCE:

Medium to long term time horizon, moderate risk tolerance.

PORTFOLIO RESTRICTIONS:

Please see Overall Portfolio Strategy.