

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

FACILITIES SUB-COMMITTEE
MEETING NOTICE

DATE: February 13, 2018
TIME: 6:45 P.M.
PLACE: Lillis Administration Building—Room 2

RECEIVED
TERRY BLENK
2018 FEB 9
A 7:00

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. Fuel Tank Report
- B. Thermal Scan/Roof Report

4. Items of Information

- A. Winter Update
- B. Fire Hydrant Update

5. Public Comment

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6. Adjourn

2/14


**Sub-Committee Members: Brian McCauley, Chairperson
Angela C. Chastain
Bill Dahl
Eileen P. Monaghan**

**Alternates: Tammy McInerney
Joseph Failla**



NEW MILFORD PUBLIC SCHOOLS
Office of the Superintendent
50 East Street
New Milford, Connecticut 06776
Telephone (860) 355-8406

MEMORANDUM

TO: Board of Education
FROM: Joshua Smith, Superintendent 
km **Kevin Munrett, Director of Facilities**
DATE: February 9, 2018
RE: Fuel Tank Report

Below is an accounting and summary of our fuel tank status, along with recommendations for future planning. This will help inform the conversation scheduled for Tuesday night's Facilities Sub-Committee meeting under agenda item 3A.

Where we were:

- October, 2017- There was an annual joint meeting with CIRMA, the Town and School District's Insurance provider. During that meeting, the age and condition of oil tanks was discussed.
- After an internal review, the school district decided that we did not have enough complete information and reached out to a certified testing company.
- Testing of all in-ground tanks (above ground tanks are exempt) was performed from December 2017 through January 2018.
- A preliminary report was developed based on the tests, observations and the limited records we had on hand. Some initial repairs were warranted and made (e.g. installed drop tubes in all in-ground tanks) in order to stay within compliance of DEP regulations.

Where we are:

- We have contacted the DEP in Hartford to obtain our records.
- Some DEP records need to be updated.
- In 1999, what is now Sarah Noble and the new High School were converted to natural gas. Both buildings have dual-fuel boilers which historically have run off of natural gas. The oil tank at the High School is a redundant system, in the event the natural gas service was interrupted. The tank was filled in 1999 and never used. At Sarah Noble the oil tank is also part of a redundant system but also feeds the emergency generator. The tank was last filled in 1999 as well.

- The tank at the High School was installed as part of the original construction of the building; the Sarah Noble tank was not replaced as part of the renovation. The records at DEP were comingled during construction and renovation of the two buildings. We are currently working to correct and update the records at the DEP.
- Fuel oil tanks, per State law, have a mandatory 30 year replacement cycle. The Lillis Building, HPS and SNIS have been determined to be in need of replacement before the end of the 2018 calendar year.
- We are working to ensure compliance with all regulations regarding the age, registration and locations of our oil tanks.
- Switched from natural gas to oil at NMHS and SNIS on 1/30/18.
 - Burning the 1999 oil allows us to use the old fuel, then clean and treat the tanks to remove sludge build up. Burning the old fuel also avoids the cost of having it removed at approximately \$1.50 per gallon.
 - We are using approximately 3" of oil per day at each location. We expect the High School to have about 20 days of use available and 15 days at SNIS. (The generator at SNIS is connected to the oil tank so some use has occurred to automatically cycle the generator for testing each week)
- We switch back to natural gas each weekend to avoid the need to monitor the burning of oil and switch back to oil on Mondays.

Moving forward:

- We have created draft documents to go out to bid for the replacement of 1-3 oil tanks, depending on discussions with the BOE and the Town.
- In order to comply with State law, the administration is recommending the replacement of the 10,000 gallon in-ground tanks at Lillis Building, Hill & Plain and Sarah Noble.
- The use of in-ground oil tanks are recommended for the following reasons:
 - Fully comply with DEP regulations
 - Longer lasting
 - Less expensive to install, above-ground tanks are nearly 3x the cost
 - Out of sight & less susceptible to damage
 - There is no need to back-fill the existing hole
 - Fuel oil lines stay at a constant temperature and are not likely to freeze which can cause fuel delivery failures to the boilers during extreme cold weather.
- The estimated costs of replacing in-ground oil tanks is approximately \$100,000 per location.
- Timeline - work should be performed at The Lillis Building and HPS in non-heating months. Bid documents are drafted. It would be preferable for bids to be awarded in April/May. This would allow sufficient time for the vendor to obtain materials, permits etc. to complete from June -August.
- Future replacement cycle for remaining oil tanks is as follows:
 - SMS - 2023
 - NMHS - 2029
 - NES - 2038