

**Finance Committee Special Meeting**  
**Tuesday, July 15, 2025 - 2:00 PM**  
**Central Office - 2nd Floor Conference Room**  
**35 Fifth Street, Derby, CT 06418**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/88559132888>**

**Meeting ID: 885 5913 2888**

**Find your local number: <https://us02web.zoom.us/u/kdu34Fm8y2>**

**1. Call To Order**

**Speaker(s):** Mrs. O'Hara

**1.A. Opening Ceremonies**

**Speaker(s):** Mrs. O'Hara

**1.B. Roll Call**

**Speaker(s):** Mrs. O'Hara

**2. Public Participation**

**Speaker(s):** Mrs. O'Hara

Prior to the commencement of any public meeting of any board of the city, the agenda for said meeting shall be posted in the meeting room and the first order of business of said meeting shall be the entertainment of public discussion on any item on said agenda and the conduct, length, and method of terminating said public discussion shall be determined by majority vote of the members of said board of commission.

**3. Approval of Minutes**

**Speaker(s):** Mrs. O'Hara

**Motion:** *The Finance Committee approve the minutes from the March 4, 2025 Finance Committee meeting.*

**4. Review FY25 Budget**

**Speaker(s):** Mrs. O'Hara, Mr. Trainor, Dr. Conway

- 4A. List of Accounts in the Red
- 4 B. List of Accounts with Transfers
- 4 C. List of Enterprise Accounts for Athletics

**5. Review FY26 Budget**

**Speaker(s):** Mrs. O'Hara, Mr. Trainor, Dr. Conway

**6. Bradley School Playground**

**Speaker(s):** Mrs. O'Hara, Mr. Trainor, Dr. Conway

**Motion:** *The Finance Committee recommend the additional funds for the Bradley School Playground move to the Full Board of Education for approval.*

7. **Derby Middle School Chiller Update**

**Speaker(s):** Mrs. O'Hara, Mr. Trainor, Dr. Conway

8. **Adjourn**

**Speaker(s):** Mrs. O'Hara

**Motion:** *The Finance Committee adjourn its meeting.*

**Finance Committee Meeting Minutes  
March 4, 2025 – 6:00 p.m.  
Derby Middle School Cafetorium and via Zoom**

**Call to Order**

The meeting was called to order at 6:00 p.m.

**Roll Call**

Rebecca O’Hara – Present

Laura Harris – Present at 6:07 p.m.

Ken Marcucio – Present

**Also Present:**

Dr. Matthew J. Conway, Jr., Superintendent of Schools

Robert Trainor, Business Manager

Eugene Driscoll, Valley Independent Sentinel via zoom

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Public Portion**

Rebecca O’Hara: There is no one from the public. Public portion closed.

**Approval of Minutes**

**Motion: *Motion to approve the minutes from the January 15, 2025, Finance Committee meeting made by Rebecca O’Hara, seconded by Ken Marcucio. All in favor. Motion carried.***

Rebecca O’Hara	Yes
Laura Harris	Yes
Ken Marcucio	Yes

**Review of the FY 2026 Budget**

**Robert Trainor:** The budget changes daily. As of 10 a.m. yesterday, we are at a 1.07% increase, which equals \$222,539. The decrease is due to a Special Education student leaving the district and adjustments in summer school tuition and transportation.

Recent degree changes for staff completing higher education will add \$26,000, bringing the total increase to \$248,539.

FY 25 approved budget versus FY 26 budget with city costs (insurance waivers, unemployment compensation, and E-rate reimbursement) to ensure proper accounting. The Board of Apportionment and Taxation (BoAT) will be asked to adjust the 2024-2025 budget to reflect these costs, making year-over-year comparisons clearer.

## Special Education Costs

- Current budgeted outplacement students for next year: 21.
- Special Education costs per student range from \$119,000 to \$158,000.
- Decreasing student numbers have offset budget increases, but costs per student continue to rise.
- The average cost for outplaced students is approximately \$151,000.
- If one additional student is added, the budget increase would rise by 0.72%, approximately \$151,000 per student.
- If two additional students are added, the increase would be \$300,000.

The district can allocate up to 2% of the total budget (\$400,000) into a special reserve account. Savings from lower Special Education outplacements should result in a substantial reserve balance.

The district expects about 30 fewer students in the upcoming school year due to a larger graduating class and a smaller incoming kindergarten cohort. Freshman class is projected at 100 students, while the current junior class is only 71 students.

The Finance Committee aims to finalize the budget by March 18-20. The city has allowed the committee to approve it on March 20 and submit the following week. Due to the fluidity of the budget, an additional meeting may be scheduled before March 20 if necessary.

### **Adjournment**

**Motion to adjourn made by Laura Harris, seconded by Rebecca O'Hara. All in favor.  
Meeting adjourned.**

Rebecca O'Hara	Yes
Laura Harris	Yes
Ken Marcucio	Yes

Minutes Submitted by:  
Dina Gotowala



**ACCOUNT REP:** Lauren Zawacki  
 lauren@playgroundboss.com  
 1-800-878-0320 ext. 120

**QUOTE #:** 042225-34801  
**DATE CREATED:** 04-22-2025  
 Quote is valid for 30 days

**PROJECT CONTACT**

**PROJECT CONTACT:** Jim Hoffman  
**COMPANY:** Derby Board of Education  
**ADDRESS:** 35 fifth st  
 Derby, Connecticut 06418  
**EMAIL:** jhoffman@derbyps.org  
**PHONE:** 203-343-3740



**SHIP TO / SITE CONTACT**

**SHIPPING / SITE CONTACT:** Jim Hoffman  
**COMPANY:** Derby Board of Education  
**SHIP TO ADDRESS:** 155 David Humphrey Rd  
 Derby, CT 06418  
**EMAIL:** jhoffman@derbyps.org  
**PHONE:** 203-343-3740

**COMMENTS AND SPECIAL INSTRUCTIONS:** Price quoted for materials, installation and delivery only. Price excludes sitework, concrete, underground line location, permits, liftgates, & impact fees unless specifically noted below. Customer is responsible for any taxes that may apply. If order is cancelled a 25% restocking fee may be assessed

QTY	PRODUCT	PRICE	DISCOUNT	TOTAL
1	Playtime SKU: PGB-39482 Variants: COLOR SCHEME: Primary FREE SHIPPING - Ages 5 to 12, Child capacity 98, Activities 24, Safety Use Zone 47ft x 56ft.	\$ 148,098	\$74,049	\$ 74,049
1	3.5 Arch Swing Frame 8ft - 4 Bay SKU: PGBASF-350804 Variants: SWING FRAME COLOR: Pacific Blue Age: 2 to 12, Child Capacity: 8, Play Activities: 1 Safety Use Zone: 58ft x 33ft	\$ 4,052		\$ 4,052
8	Belt Seat (BUNDLE) SKU: PGBS130-Bundle Variants: SEAT COLOR: Black FREE SHIPPING - Commercial Grade Bundle Includes 1 belt seat 2 chains 4 shackles 1 shackle key	\$ 153		\$ 1,224
1	Big Bend Swing SKU: PGBBSF-500801 Variants: POST COLOR: Brick Red, 1 COLOR HDPE: Yellow, BALL ACCENT: Pacific Blue Age: 5 to 12, Child Capacity: 4, Play Activities: 1, Safety Use Zone: 26ft x 36ft	\$ 7,226		\$ 7,226
1	UFO Swing and Cable Rope Set SKU: PGBSS-0008 Variants: SEAT COLOR: Blue, ROPE / NET COLOR: Red Seat for Big Bend swing frame  Age: 5 to 12, Child Capacity: 4, Play Activities: 1,	\$ 1,007		\$ 1,007
	Note Big Bend- 10-12 week lead time			
1	Maze Go Round SKU: PGBFS-1810 Variants: COLOR SCHEME: Primary Age: 2 to 12, Child Capacity: 6, Play Activities: 1, Safety Use Zone: 24ft x 24ft	\$ 2,378		\$ 2,378
1	ADA Engineered Wood Fiber SKU: EWF-ASTM ADA - Engineered Wood Fiber- 258 cubic yards	\$ 22,823		\$ 22,823

QTY	PRODUCT	PRICE	DISCOUNT	TOTAL
7	Filter Fabric - Weed Barrier SKU: PGB-CSP4300BLK FREE SHIPPING - Contractor Select Plus Landscape Fabric - 4ft x 300ft. **** 1 Roll Accommodates 1,100 Sqft ***	\$ 232		\$ 1,624
88	12in Plastic Landscape Timber with Stake - KT SKU: PGBTB-5212-KT 12 Plastic Playground Border with Stake	\$ 41		\$ 3,608
1	PGB ADA Ramp SKU: PGBADARAMP PGBADARAMP Half ADA Ramp for 8in and 12in plastic playground borders. (For 8in border includes adapter).	\$ 560		\$ 560
1	Dumpster Rental SKU: DUMPSTER Roll Off Dumpster (for disposal of shipping crate and packing materials)	\$ 985		\$ 985
1	Additional Discount SKU: DISCOUNT Free Shipping Discount Valid Until 5/9/25		\$ 3,692	\$ -3,692
	Professional Installation SKU: INSTALL	\$ 38,888		\$ 38,888
	Customer Installation Note Play Area 116ft x 60ft  Install in existing playground area over EWF  Removal of existing structures prior to PGB installation			
	Shipping And Freight Charges SKU: SHIPPING Delivery of products to supplied shipping address Swing set, big bend swing, maze go round, ramp, containment borders	\$ 3,692		\$ 3,692

## I APPROVE THIS PROJECT. Let's do this!

Approval of this proposal may be executed by signing below and emailing back to the contact information listed below. Unless prior arrangements are approved, payment is due upon ordering.

**Account Rep:** Lauren Zawacki  
lauren@playgroundboss.com  
1-800-878-0320 ext. 120

Authorized Purchaser: \_\_\_\_\_

Date: \_\_\_\_\_

Subtotal \$ 158,424

Tax \$ 0

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**\$ 158,424**

Have questions about this quote?

**CALL US**  
1-800-878-0320



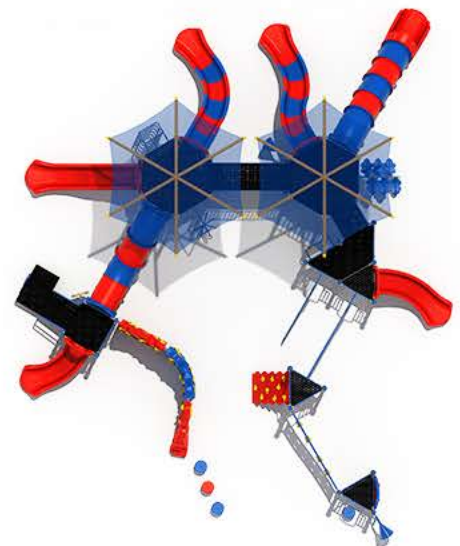
Ages  
5 to 12

Use Zone: 47ft x56ft  
Child Capacity: 98  
Play Activities: 24

## Playtime

SKU: PGB-39482

**IN STOCK**  
FREE SHIPPING



 **Call Us**  
1-800-878-0320

[PlaygroundBoss.com](http://PlaygroundBoss.com)



Ages 5 to 12

Use Zone: 26ft x 36ft  
Child Capacity: 4  
Play Activities: 1

## Big Bend Swing

SKU: PGBBSF-500801



Call Us  
1-800-878-0320

PlaygroundBoss.com



Ages 2 to 12

Use Zone: 58ft x 33ft  
Child Capacity: 8  
Play Activities: 1

## 3.5" Arch Swing Frame 8ft - 4 Bay

SKU: PGBASF-350804



Call Us  
1-800-878-0320

[PlaygroundBoss.com](https://www.PlaygroundBoss.com)



## Warranty

100  
15  
5  
3  
1

### **One Hundred (100) Year Limited Warranty**

On aluminum and steel upright posts, hardware, post caps, and clamps against structural failure due to deterioration, corrosion, or workmanship.

### **Fifteen (15) Year Limited Warranty**

On rails, rungs, rigid climbers, loops, HDPE and rotationally molded plastic components, and decks against structural failure due to deterioration, corrosion, or workmanship.

### **Five (5) Year Limited Warranty**

On cables and nets against premature wear due to natural deterioration or manufacturing defects. On moving parts against structural failure due to materials or workmanship.

### **Three (3) Year Limited Warranty**

On all blow molded plastics against structural failure due to materials, or workmanship.

### **One (1) Year Limited Warranty**

On all materials and products not covered above against failure due to materials or workmanship.

Playground Boss warrants to its original customer for as long as the original customer owns the product and uses the product with regular use and installation in accordance with published specifications to be free from defects in materials and workmanship. This warranty does not cover damage from misuse, vandalism, modified parts, or damage such as dents, scratches, fading/weathering, acts of God, and normal wear and tear.

Warranty claims must be filed within the applicable warranty period. Warranty replacement does not include the cost of labor for part replacement. Replacement parts carry the applicable warranty from the date of shipment of the replacement part.

 **Call Us**  
1-800-878-0320

[PlaygroundBoss.com](https://www.PlaygroundBoss.com)





495 Roosevelt Dr, Unit 1  
Derby, CT 06418

Jim Hoffman  
Derby Public Schools  
35 Fifth St  
Derby, CT 06418

March 20, 2025

## **Derby Middle School – Chilled Water Piping Re-work**

### Scope

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*Based on our review of the project and the scope provided, we propose the following:*

- Drain and save glycol mix to reuse. Store on site in clean barrels.
- Demo and remove existing chilled water hydraulic decoupler piping and branch piping.
- Save and reuse Victaulic fittings wherever possible to mitigate expense.
- Furnish and install new 6" pipe and required additional fittings to correct closely spaced tees.
- Furnish and install new 4" pipe and required additional fittings to relocate 2 branch zone returns from chiller loop to system loop.
- Switch pumps CHWP-3 and CHWP-4. Wire and test.
- Insulate/reinsulate new and reconfigured CHW piping and pumps as needed. Seal all joints for air-tightness.
- Balancing and testing of new piping.
- Add up to 55 gal glycol.
- Permits included. (we would ask that the fees be waived as this is a city property)

### Cost

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*Total investment: **\$30,000***

### Timetable

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QUOTED AS: Regular hours 7-3:30, M-F, Prevailing wage rate.

5 working days to complete.

*Please contact me directly for further information:*

Daniel Blizman  
203-985-5375  
blizmech@gmail.com

Purchase Order

Derby Board of Education  
35 fifth Street  
Derby CT 06418

No. 260023

P.O. Date: 07/08/2025

Questions ? Jim Hoffman (203) 736-5027

Ext: 1201 Account:

P.O. Issued To :

Ship To:

Blizzard Mechanical LLC  
495 Roosevelt Dr. Unit 1  
Derby CT 06418

Derby Middle School  
Attn: Jim Hoffman  
73 Chatfield Street  
Derby CT 06418  
(203) 736-1426

Contact:

Location: Facility Maintenance Department

Phone:

Fax:

Project: Undesignated

Req# 40041

Reference: Chiller Piping

Date Required: 07/22/2025

Award Number:

Line	Qty	Unit	Part#	Description	Unit Price	Extended
1	1	EA	n/a	Chilled water piping	30,000.00	30,000.00

Special PO Instructions: Piping repairs to chilled water piping at DMS. Quote attached

Total Amount: 30,000.00

APPROVAL SIGNATURES:



NOTES:

Order Via:

Orig. will order

**VENDOR COPY**