



BOARD OF ALDERMEN REGULAR MEETING AGENDA  
**THURSDAY, NOVEMBER 14, 2024 AT 5:30 P.M. IN AUDITORIUM**  
SHELTON CITY HALL, 54 HILL STREET, SHELTON CT  
Live-Streamed at [www.cityofshelton.org](http://www.cityofshelton.org)

The Board of Aldermen Regular Meeting will be live-streamed on the City of Shelton's website: [www.cityofshelton.org](http://www.cityofshelton.org). Members of the public may also attend the meeting in person at Shelton City Hall.

- CALL OF THE MEETING
- PLEDGE OF ALLEGIANCE
- ROLL CALL
- PUBLIC PORTION
- AGENDA ITEMS

**MINUTES FOR APPROVAL**

1.1 MINUTES FOR APPROVAL

1.1 BOARD OF ALDERMEN REGULAR MEETING – OCTOBER 10, 2024

**5.1 FINANCE COMMITTEE**

5.1.1 NO ITEMS

**5.2 PUBLIC HEALTH & SAFETY COMMITTEE**

5.2.1 NO ITEMS

**5.3 STREET COMMITTEE**

5.3.1 NO ITEMS

**REPORT OF THE MAYOR**

**REPORT OF THE PRESIDENT**

**6- LEGISLATIVE – OLD**

6.1 ITEMS FROM PUBLIC HEARING

6.1 A. NO ITEMS

**7 – FINANCIAL BUSINESS – OLD**

7.1 NO ITEMS

**8 - FINANCIAL BUSINESS - NEW**

8.1 NOVEMBER STATUTORY REFUNDS

8.2 STATE MANDATED HVAC EVALUATION SERVICES AT MOHEGAN SCHOOL

8.3 STATE MANDATED HVAC EVALUATION SERVICES AT SUNNYSIDE SCHOOL

8.4 REFINISHING OF GYM FLOOR AT ELIZABETH SHELTON

8.5 PAINT FOR AUXILIARY GYM AT SHELTON HIGH SCHOOL

8.6 RESCISSION OF ACTION & REAPPROPRIATION FOR WATER HOOKUP AT BOOTH HILL SCHOOL

*Stephanie B. Ferguson*  
2024 NOV - 11 P 3:34  
CITY OF SHELTON  
TOWN CLERK

8.7 RESCISSION OF ACTION & REAPPROPRIATION FOR FIRE HYDRANT REPAIR AT  
SHELTON HIGH SCHOOL

8.8 UPGRADING CITYWIDE PARK EQUIPMENT – LOCIP ELIGIBLE

**9 – LEGISLATIVE – NEW**

9.1 ITEMS TO PUBLIC HEARING

9.1 A. NO ITEMS

9.2 ADOPTION OF THE 2025 BOA MEETING SCHEDULE

**10 - EXECUTIVE SESSION**

10.1 REQUEST TO MOVE TO EXECUTIVE SESSION

10.1A ULTIMATE FAMILY GOLF CENTERS, LLC HHB-CV22-6074991-S TAX APPEAL

10.2B MOORE V. SEQUEIRA ET AL

ADJOURNMENT

---

**1. MINUTES FOR APPROVAL**

Move to waive the reading and approve the following meeting minutes:

1.1 BOARD OF ALDERMEN REGULAR MEETING – OCTOBER 10,  
2024

*Minutes can be viewed on the city website: [www.cityofshelton.org](http://www.cityofshelton.org).*

**5.1 FINANCE COMMITTEE**

5.1.1 NO ITEMS

**5.2 PUBLIC HEALTH & SAFETY COMMITTEE**

5.2.1 NO ITEMS

**5.3 STREET COMMITTEE**

5.3.1 NO ITEMS

**REPORT OF THE MAYOR**

**REPORT OF THE PRESIDENT**

**6– LEGISLATIVE – OLD**

6.1 ITEMS FROM PUBLIC HEARING

6.1 NO ITEMS

**7 – FINANCIAL BUSINESS – OLD**

7.1 NO ITEMS

**8 – FINANCIAL BUSINESS – NEW**

**8.1 NOVEMBER STATUTORY REFUNDS**

Move that the report of the Tax Collector relative to the refund of taxes for a total amount of \$10,944.23 be approved and that the Finance Director be directed to make payments in accordance with the certified list received from the Tax Collector with funds to come from the Statutory Refunds Account 001-0000-311.13.00.

*(Supporting documentation from the Tax Collector is on file with the agenda in the Town Clerk's Office)*



YEAR	MP	# OF Accts:	CITY	-9,188.62	0.00	0.00	0.00	0.00	0.00	-9,188.62	BB42107	1C4HXDN3MW510067
2023-03-0087487	VAULT TRUST	87487	CITY	-169.57	0.00	0.00	0.00	0.00	0.00	-169.57	BB42107	1C4HXDN3MW510067
2023-03-0087488	VAULT TRUST	87488	CITY	-120.36	0.00	0.00	0.00	0.00	0.00	-120.36	BB42116	1C4HXDG6LW328539
2023-03-0087498	VAULT TRUST	87498	CITY	-125.84	0.00	0.00	0.00	0.00	0.00	-125.84	BC66218	1GNSKND4MR363152
2023-03-0087499	VAULT TRUST	87499	CITY	-101.89	0.00	0.00	0.00	0.00	0.00	-101.89	BC71653	2ASPAKBNQW7D11982
2023-03-0087509	VAULT TRUST	87509	CITY	-329.76	0.00	0.00	0.00	0.00	0.00	-329.76	BE34563	1C4HXEN3MW788174
2023-03-0087512	VAULT TRUST	87512	CITY	-249.91	0.00	0.00	0.00	0.00	0.00	-249.91	BE38505	5YDHzRBHxMS531080
2023-03-0087532	VAULT TRUST	87532	CITY	-317.80	0.00	0.00	0.00	0.00	0.00	-317.80	BG55240	1C4R3HBCXN8614561
2023-03-0087557	VAZ ACACIO A	87557	CITY	-59.93	0.00	0.00	0.00	0.00	0.00	-59.93	893CDS	1EMCU02298KC65444
2023-03-0087558	VAZ ACACIO A	87558	CITY	-45.16	0.00	0.00	0.00	0.00	0.00	-45.16	AC32730	1EMP016L62LA91654
2023-03-0087612	VCS AUTO LEASING CO	87612	CITY	-121.07	0.00	0.00	0.00	0.00	0.00	-121.07	BC62417	7JRBROFMZMG123158
2023-03-0088250	VW CREDIT LEASING LTD	88250	CITY	-492.35	0.00	0.00	0.00	0.00	0.00	-492.35	BD52932	WAUFACFSXMM047352
<b>YEAR 2023</b>	<b># OF Accts: 34</b>	<b>CITY</b>	<b>-9,188.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-9,188.62</b>		
<b>GRAND TOTAL</b>	<b># OF Accts: 40</b>	<b>CITY</b>	<b>-10,944.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-10,944.23</b>		

*October 2024 Refund*  
*City of Shelton*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

*0.00*

## 8.2 STATE MANDATED HVAC EVALUATION SERVICES AT MOHEGAN SCHOOL

Move to appropriate an amount of \$7,300 for stated mandated HVAC evaluation services at Mohegan School with funding to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

Quote Results  
City of Shelton  
Central Purchasing Department

Date: OCTOBER 17, 2024 Requisition #: \_\_\_\_\_

Department: FACILITIES BOE

Description: MANDATED HVAC EVALUATIONS @ MOHEGAN elementary

Line Item to be Charged: \_\_\_\_\_

Are Funds Available: Yes/No: yes PO # \_\_\_\_\_

Vendor	Quantity	Unit Price	Delivery Charge	Install Charge	Total
INNOVATIVE Engineering SERVICES LLC	1	\$ 7,300.00	—	—	\$ 7,300.00
SUSTAINABLE Engineering	1	\$ 12,800.00	—	—	\$ 12,800.00
ENVIRONMED	1	\$ 7,500.00			\$ 7,500.00

Award to: New Vendor:  Yes or No (Circle one)

Vendor (lowest): INNOVATIVE Engineering SERVICES LLC (IES)

Address: 33 North Plains Industrial Rd

City, State, Zip: Wallingford, CT 06492

Telephone: 203-467-4370 Fax: 203-793-7729

Email: rbialecki@iesllc.biz

Signature of Department Head: \_\_\_\_\_

Date: 10-17-24

### 8.3 STATE MANDATED HVAC EVALUATION SERVICES AT SUNNYSIDE SCHOOL

Move to appropriate an amount of \$7,300 for stated mandated HVAC evaluation services at Sunnyside School with funding to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

Quote Results  
City of Shelton

Central Purchasing Department

Date: OCTOBER 17, 2024 Requisition #: \_\_\_\_\_

Department: FACILITIES BOE

Description: MANDATED HVAC EVALUATIONS @ Sunnyside elementary

Line Item to be Charged: \_\_\_\_\_

Are Funds Available: Yes/No: yes PO # \_\_\_\_\_

Vendor	Quantity	Unit Price	Delivery Charge	Install Charge	Total
<u>INNOVATIVE ENGINEERING SERVICES LLC</u>	<u>1</u>	<u>\$ 7,300.00</u>	<u>—</u>	<u>—</u>	<u>\$ 7,300.00</u>
<u>SUSTAINABLE ENGINEERING</u>	<u>1</u>	<u>\$ 12,100.00</u>	<u>—</u>	<u>—</u>	<u>\$ 12,100.00</u>
<u>ENVIRONMED</u>	<u>1</u>	<u>\$ 7,500.00</u>	<u>—</u>	<u>—</u>	<u>\$ 7,500.00</u>

Award to: New Vendor:  Yes or No (Circle one)

Vendor (lowest): INNOVATIVE ENGINEERING SERVICES LLC (IES)

Address: 33 North Plains Industrial Rd

City, State, Zip: Wallingford, CT 06492

Telephone: 203-467-4370 Fax: 203-793-7729

Email: rbialecki@iesllc.biz

Signature of Department Head: \_\_\_\_\_

Date: 10-17-24

#### 8.4 REFINISHING OF GYM FLOOR AT ELIZABETH SHELTON SCHOOL

Move to appropriate an amount of \$34,297.00 for the refinishing of the gym floor at Elizabeth Shelton School with funding to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

Further authorize Mayor Mark A. Laretti to execute any and all documents necessary to effectuate the same.

OFFICIAL AWARD DOCUMENT  
CITY OF SHELTON  
CENTRAL PURCHASING DEPARTMENT

This document is for Finance Committee Use

Bid Contract Number: 2025 - 02

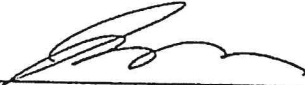
Department Requesting Purchase: Shelton BOE - Facilities

Description of Item Purchased: Complete Refinishing of GYMNASIUM FLOOR

General Ledger Acct # for Funding: \_\_\_\_\_

Are Funds Approved and Available For Purchase: Yes

Recommendation to Award Contract To: Dalene Flooring

Authorized Signature: 

Print Name: John E. CALHOUN  
DIRECTOR OF FACILITIES

Company Submitting Bid	Amount of Bid	Specifications Met: Yes/No
NE OVERLAND FLOOR SPECIALIST	\$ 24,242.00	NO <u>See Attached Letter</u>
DALENE FLOORING	\$ 34,297.00	Yes
HDI ENTERPRISES LLC	\$ 98,760.00	Yes

Bid Awarded to Company: \_\_\_\_\_

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



SHELTON PUBLIC SCHOOLS  
382 Long Hill Avenue, Shelton, CT  
203-924-1023, ext. 357

John Calhoun  
Director of Facilities

TO: Gene Sullivan, Purchasing  
DATE: August 12, 2024  
RE: Elizabeth Shelton Gym Floor Project (Bid#2025-02)

The purpose of this letter is to recommend Dalene Flooring, the bid award for the Elizabeth Shelton Elementary School Sand/Finish Existing Gym Floor Project. Dalene's was the lowest qualified bidder out of three (3) for the sum of **\$34,297.00**. Prevailing wage is not in force for this project.

We have reviewed all of the bidder's references, attachments, project lists, experience and histories to make this determination.

I am comfortable in awarding this bid to this firm and look forward to working with them to provide our Elizabeth Shelton Elementary School with a quality finished product, seeing that have done three prior floor restorations with us in the past few years.

Sincerely,

A handwritten signature in black ink, appearing to read "John E. Calhoun", written over a horizontal line.

John E. Calhoun  
Director of Facilities

---





THIS AGREEMENT, entered into on this 12<sup>th</sup> day of September, 2024 by and between the CITY OF SHELTON (hereinafter referred to as the "CITY") and DALENE FLOORING (hereinafter referred to as the "CONTRACTOR"):

WHEREAS, the CITY desires to retain the services of CONTRACTOR to perform any and all services as required and set forth in "City of Shelton Bid #2025-02 sand/finish existing gym flooring at Elizabeth Shelton Elementary School" in accordance with the Contract Documents and Addenda set forth in Schedule A.

NOW, THEREFORE, CITY and the CONTRACTOR for the consideration of One (\$1.00) Dollar and other valuable consideration and under the terms and conditions hereinafter set forth, hereby agree as follows, to wit:

1. The CITY hereby engages the CONTRACTOR and the CONTRACTOR hereby agrees to perform any and all services as required and set forth in "City of Shelton Bid #2025-02 sand/finish existing gym flooring at Elizabeth Shelton Elementary School" in accordance with the Contract Documents and Addenda set forth in Schedule A.
2. Additional work shall be performed by the CONTRACTOR only with the specific authorization of the CITY under a written amendment to this Agreement.
3. The CONTRACTOR covenants and agrees that it will perform its services under this Agreement in accordance with the highest standards and best practices of its trade.
4. In performing the services required under this Agreement, the CONTRACTOR shall conform to all applicable provisions of Federal, State and local laws and regulations, including all environmental matters.
5. The CONTRACTOR shall indemnify, defend and save harmless the CITY for any damages, claims, actions and losses arising either directly or indirectly from the work performed by the CONTRACTOR or his subcontractors. The provisions of this paragraph shall survive the expiration or termination of the Agreement and shall in no way be limited by reason of any insurance coverage.
6. The CONTRACTOR shall provide the CITY with evidence of insurance coverage of a type and in the amounts required by the contract documents and naming the CITY as an additional insured if the CITY so requires. All insurance shall be taken out and maintained at no cost or expense to the CITY and the CONTRACTOR shall be responsible for the full amount of any deductible. A Performance Bond and a Payment Bond, each in the amount of NOT APPLICABLE shall be presented to the CITY prior to commencing the performance of any

work under this agreement. The Performance Bond shall be released upon the CITY's final acceptance of the Project.

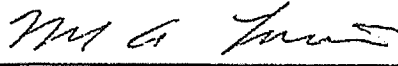
7. In providing the services required under this Agreement, the CONTRACTOR shall meet with CITY officials/representatives as often as reasonably necessary and shall be available upon request.
8. The CITY of Shelton may terminate any Contract/Purchase Order at any time for any reason. Said termination shall not give rise to any claim against the CITY for damages or for additional compensation.
9. Nonappropriation: If the CITY fails to appropriate the funds required by the Agreement or fails for two consecutive months to make the payments required hereunder, the Agreement shall be deemed to be terminated and of no further force and effect, and the CONTRACTOR shall retain all sums previously deposited as liquidated damages, provided the CITY shall pay CONTRACTOR any amounts due for services rendered as of the date of termination.
10. The CITY shall compensate the CONTRACTOR \$34,297.00.
11. The CONTRACTOR shall not assert any claim arising out of any act or omission by any agent, officer or employee of the CITY in the execution or performance of this Agreement.
12. The CONTRACTOR shall commence work on this project as directed by the CITY.
13. All work performed by the CONTRACTOR shall be subject to inspection and acceptance by the CITY.
14. The wages paid on an hourly basis to any mechanic, laborer or workman employed upon the work herein contracted to be done and the amount of payment or contribution paid or payable on behalf of each such employee to any employee welfare fund, as defined in subsection (i) of Section 31-53 of the General Statutes, shall be at a rate equal to the rate customary or prevailing for the same work in the same trade or occupation in the town in which such public work project is being constructed. Any CONTRACTOR who is not obligated by agreement to make payment or contribution on behalf of such employees to any such employee welfare fund shall pay to each employee as part of his wages the amount of payment or contribution for his classification on each pay day.
15. Pursuant to Connecticut General Statutes Section 49-41a, the CONTRACTOR, within thirty (30) days after payment by the CITY, shall pay any amounts due any subcontractor, whether for labor performed or materials furnished, when the labor or materials have been included in a requisition submitted by the CONTRACTOR and paid by the CITY. In addition, the CONTRACTOR shall include in each of its subcontracts a provision requiring each subcontractor to pay any amounts due any of its subcontractors, whether for labor performed or materials furnished, within thirty (30) days after such subcontractor receives a payment from the CONTRACTOR which encompasses labor and materials furnished by such subcontractor.
16. Pursuant to Connecticut General Statutes Section 49-41b, the CITY shall withhold five percent (5%) from any periodic payment or final payment until the work required herein has been completed and accepted by the CITY.

17. The CONTRACTOR acknowledges the execution of the Non-Collusion Affidavit which was submitted as part of the bid documents and reaffirms the statements provided for therein.
18. The CONTRACTOR agrees that the CITY of Shelton, the State of Connecticut, agencies of the Federal Government, or any other authorized representatives, shall, until the expiration of three (3) years after the final payment under the contract, have access to and the right to examine any directly pertinent books, documents, papers, and records of such CONTRACTOR, involving transactions related to the CONTRACTOR.

The period of access and examination described above, for records which related to (1) appeals for disputes, (2) litigation of the settlement of claims arising out of the performance of this contract, or (3) costs and expenses in relation to the performance of the contract to which exception has been taken by the CITY, State or Federal government or any of their duly authorized representatives, shall continue until such appeals, litigation, claims or exceptions have been disposed of.

19. Pursuant to Connecticut General Statutes Section 31-52a, in the employment of mechanics, laborers or workmen to perform the work specified herein, preference shall be given to residents of the state who are, and continuously for at least six (6) months prior to the date hereof have been, residents of this state, and if no such person is available, then to residents of other states.

CITY OF SHELTON

By 

Mark A. Lauretti  
Mayor

DALENE FLOORING

By 

GORDON GRUNDEN, C.O.O.  
Contractor Title

## 8.5 PAINT FOR AUXILIARY GYM AT SHELTON HIGH SCHOOL

Move to appropriate an amount of \$1,123.46 for the painting of the auxiliary gym at Shelton High School with funding to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

Quote Results  
 City of Shelton  
 Central Purchasing Department

Date: 10-21-24 Requisition #: \_\_\_\_\_

Department: Shelton BOE- Facilities

Description: PAINT

Line Item to be Charged: N/A

Are Funds Available: Yes/No: yes PO # \_\_\_\_\_

Vendor	Quantity	Unit Price	Delivery Charge Recovery	Install Charge	Total
Huntington PAINT	29 Gallons	37.99	21.75		\$ 1123.40

Award to: New Vendor:  Yes or No (Circle one)

Vendor (lowest): Huntington Paint & Wallpaper

Address: # 1 Huntington Plaza

City, State, Zip: Shelton CT 06484

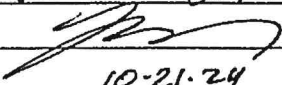
Telephone: 203-929-1322 Fax: \_\_\_\_\_

Email: HuntingtonPaint@gmail.com

Signature of Department Head: 

Date: 10-21-24

Purchase Requisition

Requested by (print):	John Calhoun
Authorized Signature:	
Date:	10-21-24
Reason for Purchase:	Renovation of Aux Gym @ Shelton High
Account Title:	N/A
Suggested Vendor:	Huntington Paint & Wallpaper
If NEW Vendor, Include:	
Address:	#1 Huntington Plaza
City, State, Zip Code:	Shelton CT 06484
Telephone Number:	203-929-1322
Fax Number:	

Email: Huntingtonpaint@gmail.com

Quantity	Com-Sub Com #	Description	Price	Total
17 Gallons	-	Paint for Aux Gym	37.99	645.83
12 Gallons	-	" " " "	37.99	455.88
1	-	CT State Recovery Charge (mandated)	21.75	21.75
	-			
	-			
	-			
	-			
	-			
	-			
	-			
	-			
	-			
	-			
	-			
	-	Shipping & Handling:		
	-	TOTAL:		1123.46

Account #: \_\_\_\_\_

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

Requisition#: \_\_\_\_\_ Date Entered: \_\_\_\_\_

PO #: \_\_\_\_\_

## 8.6 RESCISSION OF ACTION & REAPPROPRIATION FOR WATER HOOKUP AT BOOTH HILL SCHOOL

Move to rescind the action taken at the Board of Aldermen meeting of September 12, 2024 to appropriate \$10,295.25 from aldermanic bonding for Johnson Controls to repair fire department water hookup into Booth Hill School.

Further, appropriate an amount of \$8,296.60 for FCS Fire Protection LLC. to repair fire department water hookup into Booth Hill School with funding to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

## Boa Clerk

---

**From:** John Calhoun <jcalhoun@sheltonpublicschools.org>  
**Sent:** Monday, September 23, 2024 12:22 PM  
**To:** Gene Sullivan  
**Cc:** Elizabeth Saint John; Boa Clerk  
**Subject:** Fwd: Two previous requisitions

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Good morning, I would like to cancel my request for two previous requisitions after getting feedback from the Board of Alderman in regards to the process in which we would like to make and pay for these repairs.

The first one is the repair of the fire department connection for water hook up into the Booth Hill school. I will be sending you a project description and scope of work so that we can put that out to bid and hopefully, get a better price than what the vendor set.

The second one is the repair of the broken fire hydrant at the Shelton High School. I will be sending you a project description and scope of work so that we can put that out to bid and hopefully, get a better price than what the vendor set for that one as well.

I will be sending that information over to you in a separate email.

Thank you very much for your assistance.

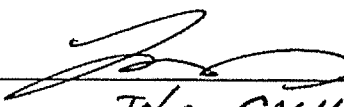
***John Calhoun***  
***Director of Facilities***

The Board of Education complies with all applicable federal, state and local laws prohibiting the exclusion of any person from any of its educational programs or activities because of race, color, religious creed, gender, age, national origin, ancestry, marital status, orientation, gender identity or expression, disability, past or present history of mental disorder, physical disability, genetic information, or any other basis prohibited by Connecticut state and/or general nondiscrimination laws.

OFFICIAL AWARD DOCUMENT  
CITY OF SHELTON  
CENTRAL PURCHASING DEPARTMENT

\ This document is for Purchasing Department Use

Shelton Bid Number: 2025 - 10  
 Department Requesting Purchase: Shelton BOE- Facilities  
 Description of Item/Service Purchased: Repair of FDC Connection @ Booth Hill  
 General Ledger Acct # for Funding: N/A  
 Funds Approved and Available? Not approved, but available  
 Recommendation to Award To: FCS Fire Protection LLC

Authorized Signature:   
 Print Name: John Calhoun  
 Date: 10-21-24

Bids received:

Vendor Name	Amount of Bid	Specifications Met: Yes/No
<u>FCS Fire Protection LLC</u>	<u>8,296.60</u>	<u>Yes</u>

Contract Awarded to: \_\_\_\_\_

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

**For CHRO Contracts:**

City construction projects exceeding \$50,000, funded in whole or in part by the State of Connecticut for renovations, improvements, rehabilitations, extensions or demolition of a public building or highway require additional CHRO information.

State Issued Project #: \_\_\_\_\_

State Funding Agency and Program: \_\_\_\_\_

State Funded Portion of the Contract amount: \_\_\_\_\_

Project work dates: Start date: \_\_\_\_\_ End Date: \_\_\_\_\_

Project address: \_\_\_\_\_

Name of Contract Signer (Vendor): \_\_\_\_\_

Rescind per John Calhoun's Request

#### 8.4 FUNDING FOR REPAIR OF FIRE DEPARTMENT CONNECTION AT BOOTH HILL SCHOOL

Alderman Anglace MOVED to appropriate an amount of \$10,295.25 for the repair of fire department connection for water hookup into Booth Hill School with funding to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

Seconded by Alderman Balamaci.

Discussion:

Alderman Anglace: Point out this one to John Calhoun as well.

Mayor Lauretti: Both are in the same category. I can withhold until I get a response from him.

A voice vote was taken and motion passed unanimously (7-0).

#### 8.5 FUNDING FOR WAR ON TERROR MONUMENT

Alderman Anglace MOVED to add the purchase and installation of the War on Terror Monument at Veteran's Memorial Park to the Capital Improvement Plan with funding in an amount of \$13,394.00 to come from LoCIP.

Further, add the installation of brick pavers and site work surrounding the War on Terror Monument to the Capital Improvement Plan with funding in an amount of \$14,340.00 to come from LoCIP.

The total of the two of them comes to \$27,734.

Seconded by Alderman Simonetti.

Discussion:

Mayor Lauretti: For the Board's edification we spent \$75,424.00 on this upgrade at the Veteran's War Memorial. I think we should be at the end of it now.

A voice vote was taken and motion passed unanimously (7-0).

#### 8.6 FUNDING FOR PURCHASE OF NEW EMERGENCY VEHICLE FOR FIRE MARSHAL

Alderman Anglace MOVED to appropriate an amount of \$54,354.42 for the purchase of a new fire vehicle for the Fire Marshal and,

Further appropriate an amount of \$32,185.67 for the outfitting of the fire vehicle with emergency equipment (lights, sirens, technical equipment) for a total amount of \$86,540.09 with funding to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

### 8.7 RESCISSION OF ACTION & REAPPROPRIATION FOR FIRE HYDRANT REPAIR AT SHELTON HIGH SCHOOL

Move to rescind the action taken at the 9/12/24 Board of Aldermen meeting to appropriate \$22,678.00 from aldermanic bonding for Johnson Controls to repair/replace fire hydrant at Shelton High School.

Further, appropriate an amount of \$15,560.60 for FCS Fire Protection LLC to repair/replace fire hydrant at Shelton High School to come from aldermanic bonding pursuant to Section 7.16 of the City Charter

## Boa Clerk

---

**From:** John Calhoun <jcalhoun@sheltonpublicschools.org>  
**Sent:** Monday, September 23, 2024 12:22 PM  
**To:** Gene Sullivan  
**Cc:** Elizabeth Saint John; Boa Clerk  
**Subject:** Fwd: Two previous requisitions

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Good morning, I would like to cancel my request for two previous requisitions after getting feedback from the Board of Alderman in regards to the process in which we would like to make and pay for these repairs.

The first one is the repair of the fire department connection for water hook up into the Booth Hill school. I will be sending you a project description and scope of work so that we can put that out to bid and hopefully, get a better price than what the vendor set.

The second one is the repair of the broken fire hydrant at the Shelton High School. I will be sending you a project description and scope of work so that we can put that out to bid and hopefully, get a better price than what the vendor set for that one as well.

I will be sending that information over to you in a separate email.

Thank you very much for your assistance.


***John Calhoun***  
***Director of Facilities***

The Board of Education complies with all applicable federal, state and local laws prohibiting the exclusion of any person from any of its educational programs or activities because of race, color, religious creed, gender, age, national origin, ancestry, marital status, orientation, gender identity or expression, disability, past or present history of mental disorder, physical disability, genetic information, or any other basis prohibited by Connecticut state and/or general nondiscrimination laws.

**OFFICIAL AWARD DOCUMENT  
CITY OF SHELTON  
CENTRAL PURCHASING DEPARTMENT**

**This document is for Purchasing Department Use**

Shelton Bid Number: 2025 - 11  
 Department Requesting Purchase: Shelton BOE - Facilities  
 Description of Item/Service Purchased: Replacement of fire Hydrant @ Shelton High  
 General Ledger Acct # for Funding: N/A  
 Funds Approved and Available? NOT APPROVED, but available  
 Recommendation to Award To: FCS Fire Protection LLC

Authorized Signature:   
 Print Name: John Calhoun  
 Date: 10-21-24  
 Bids received:

Vendor Name	Amount of Bid	Specifications Met: Yes/No
<u>FCS Fire Protection LLC</u>	<u>15,560.60</u>	<u>yes</u>

Contract Awarded to: \_\_\_\_\_  
 Date: \_\_\_\_\_

**For CHRO Contracts:**

City construction projects exceeding \$50,000, funded in whole or in part by the State of Connecticut for renovations, improvements, rehabilitations, extensions or demolition of a public building or highway require additional CHRO information.

State Issued Project #: \_\_\_\_\_  
 State Funding Agency and Program: \_\_\_\_\_  
 State Funded Portion of the Contract amount: \_\_\_\_\_  
 Project work dates: Start date: \_\_\_\_\_ End Date: \_\_\_\_\_  
 Project address: \_\_\_\_\_  
 Name of Contract Signer (Vendor): \_\_\_\_\_

Discussion:

Mayor Lauretti: Instead of appropriating the full amount for capital projects, we are going to do them as they come in. This is one of them.

A voice vote was taken and motion passed unanimously (7-0).

8.3 FUNDING FOR FIRE HYDRANT REPAIR AT SHELTON HIGH SCHOOL

Rescind per  
John Calhoun request

Alderman Anglace MOVED to appropriate an amount of \$22,678.00 for fire hydrant repair at Shelton High School with funding to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

Seconded by Alderman Simonetti.

Discussion:

Alderman McKinnon: I was curious about this one and the next item, were they vandalized or was there an inspection that showed they needed this repair? How did this come about?

Mayor Lauretti: I'm not sure. It says there is a report of a broken fire hydrant at Shelton High School.

Alderman Anglace: It is a sole source provider.

~~Mayor Lauretti: I'm not sure it is the sole source provider. We have to replace hydrants from time to time. They are contracted to do this work.~~

~~Alderman Anglace: We can always ask John Calhoun, the department head, if this is a sole source provider and what the issue is.~~

Mayor Lauretti: If it is, I don't know that it requires a waiver of bid.

Alderman McKinnon: It does say in the quote that Johnson Controls is the sole service provider based on a service contract.

A voice vote was taken and motion passed unanimously (7-0).

Mayor Lauretti: We use service contracts all the time. Those are mostly for emergency situations. As you recall, when we had the big storm in August I asked for a waiver of bid for emergency services. It is a good point to bring to their attention.

## 8.8 UPGRADING CITYWIDE PARK EQUIPMENT – LOCIP ELIGIBLE

Move to add the upgrading of citywide park equipment to the capital improvement plan with funding in an amount of \$9,888.48 to come from LoCIP.

## Boa Clerk

---

**From:** Bill Manion  
**Sent:** Wednesday, October 30, 2024 11:03 AM  
**To:** Boa Clerk  
**Subject:** Parks and Recreation Playgrounds  
**Attachments:** Parks and Recreation playground part replacements.refurbishment.pdf

Theresa;

Attached is the proposal from Ben Shaffer Recreation who is our representative from BCI Burke for playground equipment. The proposal covers all the parts and pieces that need to be replaced or fixed in order to bring our park equipment to their proper working order. I spoke with the mayor last month and he said when I got the proposal I was ok to bring it to the alderman. The total quote is \$9888.48.

Cheers;

Bill Manion  
Acting Director of Parks & Recreation  
41 Church Street, Shelton CT  
(P) 203-925-8422  
Email: b.manion@cityofshelton.org



Ben Shaffer Recreation  
P.O. Box 844  
Lake Hopatcong NJ 07849 US

# Proposal

TERMS: Net 30  
REP: Colin Drury  
DATE: 10/24/2024  
Proposal #: 5785

**BILL TO**  
Shelton Recreation  
Bill Manion  
41 Church St  
Shelton CT 06484 USA

**SHIP TO**

**CONTACT**  
Bill Manion

As requested, we are pleased to quote the following:

ITEM# / DESCRIPTION	VENDOR	QTY	RATE	AMOUNT
<b>NIKE</b>				
031-0054-BASE PVC PATCH - QUART brown	BCI Burke Company, LLC	1.00	\$150.00	\$150.00
<b>Slide Parts</b>				
018-1144-BASE SIT DOWN HOOD 2 tan 2 blue	BCI Burke Company, LLC	4.00	\$394.00	\$1,576.00
036-1207-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	8.00	\$5.00	\$40.00
<b>Tree Climber Parts</b>				
018-0273-BASE HAND HOLD tan	BCI Burke Company, LLC	2.00	\$225.00	\$450.00
018-0163-BASE RING SPACER tan	BCI Burke Company, LLC	1.00	\$177.00	\$177.00
036-1152-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	3.00	\$13.00	\$39.00
<b>Replacement Tree Climber (missing)</b>				
018-0163-BASE RING SPACER tan	BCI Burke Company, LLC	3.00	\$177.00	\$531.00
018-0219-BASE RING CAP tan	BCI Burke Company, LLC	1.00	\$50.00	\$50.00



Ben Shaffer Recreation  
P.O. Box 844  
Lake Hopatcong NJ 07849 US

# Proposal

**TERMS**                      **REP**                      **DATE**                      **Proposal #**  
Net 30                      Colin Drury                      10/24/2024                      5785

**BILL TO**  
Shelton Recreation  
Bill Manion  
41 Church St  
Shelton CT 06484 USA

**SHIP TO**

**CONTACT**  
Bill Manion

As requested, we are pleased to quote the following:

ITEM# / DESCRIPTION	VENDOR	QTY	RATE	AMOUNT
018-0263-BASE SLEEVE tan	BCI Burke Company, LLC	3.00	\$56.00	\$168.00
018-0273-BASE HAND HOLD tan	BCI Burke Company, LLC	1.00	\$225.00	\$225.00
018-0541-BASE SPACER tan	BCI Burke Company, LLC	2.00	\$11.00	\$22.00
024-0465-BASE POST, 3" SQ X 11 GA X 122" (84 1/4" HOLE)	BCI Burke Company, LLC	1.00	\$240.00	\$240.00
036-1154-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	1.00	\$29.00	\$29.00
036-1155-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	1.00	\$49.00	\$49.00
Tunnel				
015-0687-BASE TUBE 1.315" OD X 40" tan	BCI Burke Company, LLC	1.00	\$56.00	\$56.00
018-0785-BASE HOLE PANEL tan	BCI Burke Company, LLC	2.00	\$534.00	\$1,068.00
030-0492-BASE PANEL MOUNTING PLATE tan	BCI Burke Company, LLC	2.00	\$86.00	\$172.00
036-1170-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	2.00	\$27.00	\$54.00



Ben Shaffer Recreation  
 P.O. Box 844  
 Lake Hopatcong NJ 07849 US

# Proposal

**TERMS** Net 30  
**REP** Colin Drury  
**DATE** 10/24/2024  
**Proposal #** 5785

**BILL TO**  
 Shelton Recreation  
 Bill Manion  
 41 Church St  
 Shelton CT 06484 USA

**SHIP TO**

**CONTACT**  
 Bill Manion

As requested, we are pleased to quote the following:

ITEM# / DESCRIPTION	VENDOR	QTY	RATE	AMOUNT
350-1075-BASE RETRO KIT- PANELS tan	BCI Burke Company, LLC	2.00	\$80.00	\$160.00
018-0142-BASE 45 DEG TUBE W/PORTS tan	BCI Burke Company, LLC	1.00	\$729.00	\$729.00
018-0143-BASE 45 D TUBE W/O FLNG W/PORT tan	BCI Burke Company, LLC	1.00	\$746.00	\$746.00
036-0249-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	6.00	\$13.00	\$78.00
018-1144-BASE SIT DOWN HOOD red	BCI Burke Company, LLC	1.00	\$394.00	\$394.00
036-1207-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	2.00	\$5.00	\$10.00
000-0311-BASE 3 1/2" OD X 11 GA POST CAP green	BCI Burke Company, LLC	1.00	\$42.00	\$42.00
036-1637-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	1.00	\$2.00	\$2.00
East Village				
018-0050-BASE 30 DEG TUBE red	BCI Burke Company, LLC	1.00	\$631.00	\$631.00
036-0575-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	1.00	\$20.00	\$20.00



Ben Shaffer Recreation  
 P.O. Box 844  
 Lake Hopatcong NJ 07849 US

# Proposal

TERMS: Net 30  
 REP: Colin Drury  
 DATE: 10/24/2024  
 Proposal #: 5785

**BILL TO**  
 Shelton Recreation  
 Bill Manion  
 41 Church St  
 Shelton CT 06484 USA

**SHIP TO**

**CONTACT**  
 Bill Manion

As requested, we are pleased to quote the following:

ITEM# / DESCRIPTION	VENDOR	QTY	RATE	AMOUNT
036-0196-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	3.00	\$12.00	\$36.00
018-1144-BASE SIT DOWN HOOD red	BCI Burke Company, LLC	1.00	\$394.00	\$394.00
036-0720-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	1.00	\$10.48	\$10.48
River View				
018-0273-BASE HAND HOLD TREE & Sat green	BCI Burke Company, LLC	2.00	\$225.00	\$450.00
036-1152-BASE HARDWARE PACKAGE	BCI Burke Company, LLC	2.00	\$13.00	\$26.00
Pine Rock				
Monster Slide				
000-0169-BASE POST CAP 4 1/2 OD AL RED	BCI Burke Company, LLC	1.00	\$29.00	\$29.00
Rocky Mountain Retro				
560-0052-BASE FLYLOW STEP POD granite	BCI Burke Company, LLC	1.00	\$446.00	\$446.00
FREIGHT Freight		1.00	\$589.00	\$589.00



Ben Shaffer Recreation  
 P.O. Box 844  
 Lake Hopatcong NJ 07849 US

# Proposal

TERMS                      REP                      DATE                      Proposal #  
 Net 30                      Colin Drury                      10/24/2024                      5785

**BILL TO**  
 Shelton Recreation  
 Bill Manion  
 41 Church St  
 Shelton CT 06484 USA

**SHIP TO**

**CONTACT**  
 Bill Manion

As requested, we are pleased to quote the following:

ITEM# / DESCRIPTION	VENDOR	QTY	RATE	AMOUNT
---------------------	--------	-----	------	--------

<b>Mult Park Parts</b>				<b>\$9,888.48</b>
------------------------	--	--	--	-------------------

Prices are honored for 30 days from date of quote.

Approximate delivery time is 4-6 weeks after receipt of order. When placing your order, kindly advise whom the trucker should notify to schedule delivery. The trucker will make one contact and that person must inform any other parties to coordinate delivery.

Please make your check payable to "Ben Shaffer Recreation Inc." Prices are honored for 30 days from date of quote.

Standard colors and finish are quoted unless noted. Final count is the responsibility of the contractor/purchaser. Note that assembly/installation is NOT provided. Sales Tax will be added if applicable.

If you agree to the terms set forth in this proposal, please fill out name, signature, and date to confirm approval:

Estimate Approved By \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

P.O. Number \_\_\_\_\_

Trucker Contact \_\_\_\_\_ Trucker Phone \_\_\_\_\_

Ship To Address \_\_\_\_\_

\_\_\_\_\_

## 9.2 ADOPTION OF THE 2025 BOA MEETING SCHEDULE

Move to adopt the following Board of Aldermen Meeting Schedule for 2025 as attached hereto:

- 8.1 A. Board of Aldermen Full Board Regular Meeting
- 8.1 B. Board of Aldermen Public Hearing on Ordinances Meeting
- 8.1 C. Board of Aldermen Finance Committee Meeting
- 8.1 D. Board of Aldermen Public Health & Safety Committee Meeting
- 8.1 E. Board of Aldermen Street Committee

### 9.2 A REGULAR FULL BOARD OF ALDERMEN

The second Thursday of each month shall be established as the regularly scheduled meeting date of the Full Board of Aldermen. Meetings are to be held in the auditorium at City Hall at 5:30 p.m.

<b>Regular Full Board</b>	
<b>Second Thursday of Month</b>	
<b>2025 Meeting Schedule 5:30 p.m.</b>	
January	9
February	13
March	13
April	10
May	8
June	12
July	10
August	14
September	11
October	9
November	13
December	11

9.2 B PUBLIC HEARING ON ORDINANCES

The fourth Tuesday of each month shall be established as the regularly scheduled meeting date of the Public Hearing on Ordinances. Meetings are to be held in the auditorium at City Hall at 7 p.m.

<b>Public Hearing on Ordinances</b>	
<b>Fourth Tuesday of Month</b>	
<b>2025 Meeting Schedule - 7:00 p.m.</b>	
January	28
February	25
March	25
April	22
May	27
June	24
July	22
August	26
September	23
October	28
November	25
December	23

9.2 C FINANCE COMMITTEE

The fourth Tuesday of each month shall be established as the regularly scheduled meeting date of the Finance Committee. Meetings are to be held in the auditorium at City Hall at 6 p.m.

<b>Finance Committee</b>	
<b>Fourth Tuesday of Month</b>	
<b>2025 Meeting Schedule - 6:00 p.m.</b>	
January	28
February	25
March	25
April	22
May	27
June	24
July	22
August	26
September	23
October	28
November	25
December	23

9.2 D PUBLIC, HEALTH & SAFETY COMMITTEE

The first Wednesday of each month shall be established as the regularly scheduled meeting date of the Public, Health & Safety Committee with the exception of January 1<sup>st</sup> (New Year’s Day holiday) when the meeting will be scheduled for Monday, January 7. Meetings are to be held in the auditorium at City Hall at 6 p.m.

Public Health & Safety Committee	
First Wednesday of Month	
2025 Meeting Schedule 6 p.m.	
January	7
February	5
March	5
April	2
May	7
June	4
July	2
August	6
September	3
October	1
November	5
December	3

9.2 E. STREET COMMITTEE

The first Tuesday of each month shall be established as the regularly scheduled meeting date of the Street Committee. Meetings are to be held in the auditorium at City Hall at 5:30 p.m.

Street Committee	
First Tuesday of Month	
2025 Meeting Schedule	
January	7
February	4
March	4
April	1
May	6
June	3
July	1
August	5
September	2
October	7
November	4
December	2

5:30 pm