

**WESTPORT BOARD OF EDUCATION**

**\*AGENDA**

(Agenda Subject to Modification in Accordance with Law)

**PUBLIC CALL TO ORDER:**

5:30 p.m. Staples High School, Room 1028

**ANTICIPATED EXECUTIVE SESSION:** Pending Litigation

Non-Renewal of Certificated Employees

**RESUME PUBLIC SESSION**

**PLEDGE OF ALLEGIANCE:** Staples High School, Cafeteria B (Room 301), 8:00 p.m.

**ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION**

- Introduction of Michael Rizzo, Incoming Director of Special Education

**PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS (15 MINUTES)**

**RECOGNITION:**

- Board of Education Appreciation

**PRESENTATION:** Westport 2025 Update

Lis Comm  
 Trudy Denton  
 JoAnne Fasciolo  
 Jennifer Giudice  
 Tanya Kaplan  
 Sarah White

**DISCUSSION/ACTION:**

- |  |         |                        |
|--|---------|------------------------|
| 1. Underground Fuel Oil Storage Tank Replacement | (Encl.) | Ms. Harris             |
| 2. Non-Renewal of Certificated Employees         |         | Dr. Landon<br>Ms. Cion |

**ADJOURNMENT**

\*A 2/3 vote is required to go to executive session, to add a topic to the agenda of a regular meeting, or to start a new topic after 10:30 p.m.  
 The meeting can also be viewed on cable TV on channel 78; AT&T channel 99 and by video stream @[www.westport.k12.ct.us](http://www.westport.k12.ct.us)

**PUBLIC PARTICIPATION WELCOME USING THE FOLLOWING GUIDELINES:**

- Comment on non-agenda topics will occur during the first 15 minutes *except* when staff or guest presentations are scheduled.
- Board will not engage in dialogue on non-agenda items.
- Public may speak as agenda topics come up for discussion or information.
- Speakers on non-agenda items are limited to 2 minutes each, except by prior arrangement with chair.
- Speakers on agenda items are limited to 3 minutes each, except by prior arrangement with chair.
- Speakers must give name and use microphone.
- Responses to questions may be deferred if answers not immediately available.
- Public comment is normally not invited for topics listed for action after having been publicly discussed at one or more meetings.

# WESTPORT PUBLIC SCHOOLS

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ELLIOTT LANDON  
Superintendent of Schools

110 MYRTLE AVENUE  
WESTPORT, CONNECTICUT 06880  
TELEPHONE: (203) 341-1010  
FAX: (203) 341-1029

To: Members of the Board of Education  
From: Elliott Landon  
Subject: Underground Oil Tanks, Removal and Upgrades  
Date: March 19, 2012

Based on our discussions at the meeting of March 5, 2012, you will note from Nancy Harris' memorandum to me dated March 15, 2012 that the following actions are being recommended for Board of Education approval with regard to the above-referenced subject:

1. Removal of the underground oil tanks at Coleytown Elementary School (CES), Long Lots Elementary School (LLS), and Coleytown Middle School (CMS).
2. At Staples High School, removal of the oil tank located at the loading dock area or, in the alternative, bringing the tank up to code; re-pipe the oil tank serving the pool area; and, re-pipe the oil tank serving the J Building and repurpose the oil tank for use only with the generator.

Should the Board approve these recommendations, at a cost estimated to be \$234,000, the following will result:

1. All school system oil tanks will be in full compliance with all code requirements and will no longer be in danger of failing.
2. CES, LLS, CMS and Staples will be fueled completely with natural gas, eliminating the dual fuel capacity in each of those schools.
3. The two (2) emergency generators at Staples would operate off the oil tanks in accordance with code.

## ADMINISTRATIVE RECOMMENDATION

**Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education approves the Underground Oil Tank and Re-Piping Plans as described in the memorandum from Nancy Harris to Elliott Landon dated March 15, 2012 as appended to the Minutes of the Meeting of March 19 and,**

**Be It Further Resolved, That the Board approves the Educational Specifications for this project and the associated expenditure not to exceed \$234,000; directs the Administration to request project approval and funding from the Board of Finance and the Representative Town Meeting; and, requests the Representative Town Meeting to designate the Town of Westport Public Site and Building Committee and the Board of Education as the joint School Building Committee for this project.**



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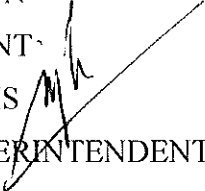
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## MEMORANDUM

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**TO:** ELLIOTT LANDON  
SUPERINTENDENT

**FROM:** NANCY J. HARRIS   
ASSISTANT SUPERINTENDENT FOR BUSINESS

**SUBJECT:** UNDERGROUND OIL STORAGE TANK PROJECT – COLEYTOWN  
ELEMENTARY SCHOOL, LONG LOTS ELEMENTARY SCHOOL,  
COLEYTOWN MIDDLE SCHOOL AND STAPLES HIGH SCHOOL

**DATE:** MARCH 15, 2012

**CC:** R. WOOSLEY, PROJECT FILE

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At the March 5<sup>th</sup> Board of Education (BOE) meeting the BOE reviewed the status of our underground oil tanks as identified in the Fuss and O'Neill (F&O) cost analysis report dated November 28, 2011. Based on that review and discussion with David Jackson, P.E., Vice President, who explained the analysis and answered BOE questions, the BOE directed that the administration prepare an action document for consideration.

At the direction of the Board of Education after extensive public discussion, I am proposing the following actions be taken:

**A. REMOVAL OF OIL TANKS – NO REPLACEMENT:**

1. Coleytown Elementary School – 10,000 gallon tank installed in 1989 - \$33,000
2. Long Lots Elementary School – 10,000 gallon tank installed in 1989 - \$33,000
3. Coleytown Middle School – 10,000 gallon tank installed in 1989 - \$33,000

**B. STAPLES HIGH SCHOOL - CODE ISSUES:**

1. Loading dock area – 10,000 gallon tank installed in 2004 – tank has failed two (2) tightness tests. Bring tank up to code (if possible) or replace the tank. Piping not in compliance. Generator connected to oil tank – not in compliance – replace all piping and pipe to generator only. – The plan would be to repair the oil tank if possible rather than remove and replace it. The estimated cost to repair the tank filler area and re-pipe would be approximately \$39,000. The worst case scenario would be to remove and replace the tank and re-pipe at a cost of \$87,000
2. Pool area – 10,000 gallon tank installed in 2005 – piping not in compliance – Remove piping and replace piping - \$19,000
3. New J Building - 10,000 gallon tank installed in 2005 – piping not in compliance – replace all piping and pipe to generator only. Repurpose oil tank for use to fuel generator with appropriate piping to exclude regular heating plant - \$29,000

The total cost to accomplish this code compliance work is \$234,000. This cost will include all engineering, bid specification developing and project monitoring costs. The result of this action will cause the Board of Education to operate the following schools on natural gas rather than dual fuel (oil/natural gas):

- Coleytown Elementary School
- Long Lots Elementary School
- Coleytown Middle School
- Staples High School

The two (2) Staples emergency generators would then operate off of the two existing 10,000 gallon tanks that will be filled with the ultra low sulphur diesel fuel, as required by code.

#### ADMINISTRATIVE RECOMMENDATION:

1. Approve the project to remove 10,000 gallon steel underground oil storage tanks at Coleytown Elementary School, Long Lots Elementary School and Coleytown Middle School as a code update project.
2. Bring the Staples loading dock tank up to code (if possible) or replace the tank if tank tightness cannot be achieved.
3. Correct all piping code violations at Staples High School by re-piping the loading dock tank to the emergency generator, re-piping the pool tank, and by re-piping J building tank to the emergency generator
4. Approve the Education Specifications for the above project, as attached.
5. Approve the project budget of \$234,000.
6. Direct the administration to request project approval and funding from the Board of Finance and the Representative Town Meeting. This request would designate the Board of Education as the School Building Committee for this project.
7. Direct the administration to apply for a School Construction Grant through the Connecticut State Department of Education for the project as appropriate.

Attachments  
NJH:abm

**EDUCATION SPECIFICATIONS  
FOR  
UNDERGROUND OIL STORAGE TANK REMOVAL AND  
CODE UPDATE PROJECT**

The Westport Public Schools will replace three underground 10,000 gallon steel oil storage tanks. The locations of these oil tanks are Coleytown Elementary School, Long Lots Elementary School, and Coleytown Middle School. The tanks were all installed in 1989.

**PURPOSE:**

These tanks have been hydrostatically tested by Absolute Tank Removal, LLC. The oil tank at Coleytown Elementary School has failed this tank tightness test. The tanks at Long Lots Elementary and Coleytown Middle School did pass this tank tightness test but because of their age and the potential for tightness failure they are recommended for removal as well.

The Staples High School underground oil tanks (year installed – 2004, 2005 and 2005) and the respective piping to the boilers require modification to meet code. The piping on all tanks does not meet code. The fuel source for the emergency generators does not meet code.

**SCOPE:**

This project will remove the three 1989 10,000 gallon steel underground oil storage tanks and operate these three schools on natural gas exclusively. The Staples oil tank that has not passed the tightness test will either be retrofitted to tightness or be removed. All piping will be replaced. The piping for the loading dock tank and the J building tank will be replaced to feed the emergency generators only.