

**MINUTES OF THE SPECIAL MEETING**

**of the  
NETCONG SCHOOL DISTRICT  
26 College Road  
Netcong, NJ 07857**

**June 14, 2011**

**I. CALL TO ORDER:** The meeting was called to order by President Morton at 7:03 PM. The meeting was held in the Netcong Public School Library as publicly advertised.

**A. FLAG SALUTE** – All of those present participated in the salute to the flag.

**B. OPEN PUBLIC MEETING ACT PROCLAMATION** – The following is made part of the minutes:

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act the Board of Education of the Netcong School District in the County of Morris has caused notice of this meeting to be published by having the date, time and place thereof posted. The notice was mailed to the Daily Record, The West Morris Reporter and those persons or entities requesting notification, and filed with the municipal clerk of the Borough of Netcong.

**C. MISSION STATEMENT** – The following is made part of the minutes:

Netcong School District, a small caring community, is committed to providing a quality, well-rounded education achieved through the New Jersey Core Curriculum Content Standards which inspires students to ultimately become fulfilled, contributing and productive citizens.

**D. ROLL CALL**

The following members were present: Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Mr. Tranor and Mr. Morton, President.

Absent: Mr. Arbolino (arrived at 7:12 p.m.) and Mr. Still

Also Present: Mrs. Melissa Flach-Bammer, Acting Superintendent/Principal/CST Coordinator  
Christine M. Werner, School Business Administrator/Board Secretary Consultant  
There were also three (3) members of the public present.

**PETITIONS AND REQUESTS OF THE PUBLIC ~ AGENDA ITEMS ONLY**

Mrs. Dalesandro moved, seconded by Mr. McQueeney, to open the public session at 7:05 p.m. and was approved by a unanimous voice vote by all members present. President Morton opened the meeting to the public at 7:05 pm.

There being no items for discussion at this time, Mrs. Popelka moved, seconded by Mrs. Dalesandro to close the public session at 7:05 pm. This was approved by a unanimous voice vote by all members present.

**EXECUTIVE SESSION** – None at this time.**II. PRESIDENT'S COMMENTS**

President Morton discussed three options provided by our General Contractor – Fine Wall Corporation pertaining to the low roof work and window replacement project for the Board Office (Change Order #2 – see Board Correspondence agenda item below). President Morton noted that the Board shall review and authorize Fine Wall as to how to proceed. A brief discussion ensued.

**III. ACTING SUPERINTENDENT'S COMMENTS**

Acting Superintendent Flach-Bammer reported on the following matters:

1. **2011-2012 School Calendar** – Acting Superintendent Flach-Bammer distributed and discussed the 2011-2012 school calendar noting that there are 4 options correlating to the progress and completion of the construction projects. A brief discussion ensued.
2. **ESY Start Date** – Acting Superintendent Flach-Bammer noted that the ESY start date has been postponed until July 11, 2011 and that all teachers and parents will be advised of same at the next opportunity.
3. **Netcong Fire Department** – Acting Superintendent Flach-Bammer noted that the Netcong Fire Department will be testing the fire trucks' hoses in the back parking lot on 06/30/112011.
4. **Referendum Project** Comments/Considerations. Acting Superintendent Flach-Bammer discussed the following:
  - a) **Referendum Projects** – Acting Superintendent Flach-Bammer noted she conducted a walk-through and prepared notes for the CM and custodial staff to streamline work efforts in preparation for construction.
  - b) **Custodial Staffing** – Acting Superintendent Flach-Bammer noted that the workload pertaining to the preparation for construction had increased substantially and asked that the Board of Education provide authorization to increase all P/T custodians to F/T status. A brief discussion ensued. Board Trustee Dalesandro commented that there seem to be a lot of confusion for the workers and that this should be rectified. Acting Superintendent Flach-Bammer stated that she would coordinate the efforts of the Administration to communicate and work with our CM and custodial staff to streamline the preliminary work necessary in preparation for the construction.

**Mr. Arbolino entered the meeting at 7:12 p.m.**

5. **District Server Move** – Acting Superintendent Flach-Bammer stated that due to the construction, the district’s computer server will be moved to the annex building. Acting Superintendent Flach-Bammer stated that Computer Matrix, Inc. will provide services to move the server to the Board of Education room at the next opportunity so that NPS Administration and staff can continue to work seamlessly.

**IV. SCHOOL BUSINESS ADMINISTRATOR CONSULTANT’S COMMENTS**

Mrs. Werner had no comment at this time.

**BOARD CORRESPONDENCE**

**Correspondence**

Mrs. Dalesandro moved the following resolution:

**RESOLVED**, the communications mentioned be listed in the minutes and action be taken as noted.

Sender	Subject	Referred to
Fine Wall Corporation	<b>NET4740-002 – Change Order #2 B.O.E. Building – Low Roof Work</b>	Mr. Todd Morton, Board President Mrs. Melissa Flach-Bammer, Acting Superintendent Mrs. Christine M. Werner, Business Admin/Bd. Sec’y

The motion was seconded by Mrs. Popelka and opened for discussion. President Morton noted that an email had been sent to the BOE earlier this afternoon and, that as such, would like to have the correspondence resolution addended at this time.

Board Trustee Dalesandro moved, seconded by Mrs. Popelka that the resolution be addended to include the additional correspondence as noted.

**All in favor.**

Mrs. Dalesandro moved the following resolution as addended:

**RESOLVED**, the communications mentioned be listed in the minutes and action be taken as noted.

Sender	Subject	Referred to
Fine Wall Corporation	<b>NET4740-002 – Change Order #2 B.O.E. Building – Low Roof Work</b>	Mr. Todd Morton, Board President Mrs. Melissa Flach-Bammer, Acting Superintendent Mrs. Christine M. Werner, Business Admin/Bd. Sec’y
Mrs. Karen Koster	<b>Subject: question/comment</b>	Mr. Todd Morton, Board President Members, Netcong Board of Education

President Morton read the correspondence to the public. A brief discussion ensued. President Morton stated that the matter which was discussed in Executive Session were salary related, and as such are discussed in Executive Session. President Morton also noted that all BOE matters are initially discussed in the Committee forum, but that due to construction, the BOE has been holding public meetings on a weekly basis which does not allow for committee meetings to be held, as is the normal protocol for the Board of Education. President Morton stated the resolutions that were tabled were referred back to BOE committee for additional discussion.

The motion was seconded by Mrs. Popelka and was approved by a unanimous voice vote by all members present.

**IV. OLD BUSINESS** - There were no Old Business items to be discussed at this time.

**V. COMMITTEE REPORTS**

**A. FINANCE/FACILITIES** - **Robert Olivo, Chairperson**

Motion by Mr. Olivo, seconded by Mrs. Dalesandro that resolutions numbered 1 – 5 and adopted as presented:

**BE IT RESOLVED** that resolution numbers 1 – 5 be adopted as presented:

- BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, accepts the following Change Order proposals pertaining to the B.O.E. Building Low Roof Work:

Change Oder Consideration	Quotation /Proposal
<p><b>Option #1:</b>                      Extra Work Order: Per sketch #SK A-1, A-2, A-3 dated 05/31/2001: C.O. #2: Added Work:                      Furnish and Install New Windows                      Credit to Original Roof Replacement Project Specifications – All three rooms located in Annex.</p> <p><b>Credit</b> Original Bid – Work <b>NOT</b> To Be Completed:</p> <p style="text-align: right;"><b>Total:</b></p>	<p style="text-align: right;">\$9,993.00</p> <p style="text-align: right;">(<u>\$1,467.00</u>)</p> <p style="text-align: right;"><b>\$8,526.00</b></p>
<p><b>Option #2:</b>                      Extra Work Order: Per sketch #SK A-1, A-2, A-3 dated 05/31/2001: C.O. #2: Added Work:                      Furnish and Install New Windows                      Credit to Original Roof Replacement Project Specifications – Only Board Office and Classroom                      Not Board Room</p> <p><b>Credit</b> Original Bid – Work <b>NOT</b> To Be Completed:</p> <p style="text-align: right;"><b>Total:</b></p>	<p style="text-align: right;">\$6,717.00</p> <p style="text-align: right;">(<u>\$ 970.00</u>)</p> <p style="text-align: right;"><b>\$5,747.00</b></p>
<p><b>Option #3:</b>                      Extra Work Order: Per sketch #SK A-1, A-2, A-3 dated 05/31/2001: C.O. #2: Added Work:                      Furnish and Install New Windows</p> <p>Specifications – 1 Window Centered</p> <p><b>Credit</b> to Original Roof Replacement Project</p> <p style="text-align: right;"><b>Total:</b></p>	<p><b>Discussion ensued regarding the purchase of air conditioners to be placed in opening adjacent to window areas.</b></p> <p style="text-align: right;">\$3,838.00</p> <p style="text-align: right;">(<u>\$ 537.00</u>)</p> <p style="text-align: right;"><b>\$3,301.00</b></p>
<p><b>Option #4:</b>                      Cover all windows and holes.</p> <p style="text-align: right;"><b>Total:</b></p>	<p style="text-align: right;"><b>-0-</b></p>

(Attachment # 1)

**Discussion:** Board Trustee Callahan commented that this change order was initially estimated to cost \$15,000. Board Trustee Dalesandro responded “Yes, it was.” Discussion ensued pertaining to the size of the window “holes” for the air conditioners (about 17”, one 1200 BTU or 2 1,200 BTU a/c units to accommodate sq. footage). Superintendent Flach-Bammer noted that the district will need to purchase air conditioners that fit to this size (17”) due to the roof construction as discussed in the construction meeting and that the air conditioners range in price from \$200.00-\$400.00 each (estimated a/c units needed will range between 3-4 units). Board Trustee Dalesandro inquired if there would be a need to change the existing electrical outlet(s). Board Trustee Popelka stated that a hole with a sleeve may be the most appropriate manner to accommodate the air conditioning units and that these units only utilize a 220 electrical outlet. A brief discussion ensued. Superintendent Flach-Bammer suggested that the question should be posed to the Architect and/or CM. It was also noted that a split system could cost between \$8,000 - \$12,000. Discussion ensued and the consensus of the Board was to approve option #3 as presented.

2. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, the Business Administrator Consultant, Parette Somjen Architects and Gianforcaro AEP approves the following change order:

CHANGE ORDER #	DESCRIPTION	COST
NET4740-002	B.O.E. Building – Low Roof Work Option #	\$ .00
<b>Total – Change Order NET4740-002:</b>		<b>\$ .00</b>

**Motion by Mr. Olivo, seconded by Mrs. Dalesandro that resolution number 2 be amended and adopted as presented:**

2. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, the Business Administrator Consultant, Parette Somjen Architects and Gianforcaro AEP approves the following change order:

CHANGE ORDER #	DESCRIPTION	COST
NET4740-002	B.O.E. Building – Low Roof Work Option #3	\$3,301.00
<b>Total – Change Order NET4740-002:</b>		<b>\$3,301.00</b>

**All in favor.**

3. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Acting Superintendent and the Business Administrator Consultant approves payment to Fine Wall Corporation (Application #2) in the amount of \$45,600.00 for services through May 31, 2011 as per the authorization of Parette Somjen Architects and Gianforcaro AEP.

(Attachment #2)

4. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Acting Superintendent and the Business Administrator Consultant approves payment to Gianforcaro AEP in the amount of \$4,725.00 for professional services through May 31, 2011.

(Attachment #3)

5. **BE IT RESOLVED**, that the Netcong Board of Education, approves and directs the Business Administrator/Board Secretary Consultant, in accordance with the NJ Public Meetings Act, to advertise a Special Meeting of the Netcong Board of Education to be held on June 21, 2011 at 7:00 p.m. for the review and approval of contract proposals associated with the Netcong Elementary School Referendum Projects and other pertinent business matters as may be necessary for consideration by the Board of Education.

**Discussion:** It was noted that the purpose of the Special meeting to be scheduled on June 21, 2011 is to accept the proposal for Asbestos Abatement services pertaining to the ACM pipe insulation in the locker rooms and toilet room areas. Discussion ensued. Board Trustee Dalesandro inquired if the roofing contractor could continue working during the abatement. Board Trustee Callahan inquired if no one would be allowed in the building during the abatement. It was noted that the building could only be occupied by the company that was awarded the bid during the asbestos removal. It was also noted that the asbestos abatement would ensue on Thursday and continue until Sunday so that the construction work could resume on the following Monday following the building inspection and approval for the construction work to proceed. Board Trustee Dalesandro called Fine Wall to confirm. Discussion ensued.

**VOTE:** FINANCE & FACILITIES AGENDA ITEMS 1, 2 AS AMENDED AND 3 – 5 AS PRESENTED.

**AYES:** Mr. Arbolino, Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Mr. Tranor and Mr. Morton, President.

**NAYES:** None

**ABSTENTIONS:** None

**B. PERSONNEL** - James Still, Chairperson

There are no Personnel resolutions presented for consideration or approval this evening.

**C. EDUCATION** - Frank Tranor, Chairperson

Motion by Mr. Tranor, seconded by Mr. McQueeney that resolution numbered 1 – 1 be adopted as presented:

**BE IT RESOLVED** that resolution number 1 – 1 be adopted as presented:

1. **BE IT RESOLVED** by the Netcong Board of Education, upon the recommendation of the Acting Superintendent, approves the 2011-2012 school calendar – Version #1, Version #2, Version #3 and Version #4 as presented.

**FURTHER RESOLVED** that the implementation of the 2011-2012 school calendar will be at the discretion of the Acting Superintendent and contingent upon completion of the construction associated with the Netcong Elementary School projects.

(Attachment #5)

**Discussion:** Discussion ensued. Board Trustee Callahan inquired about the Teacher-In-Service days in the calendar. Acting Superintendent Flach-Bammer stated that all districts provide for professional days to be built into the school calendar to allow teachers to fulfill the NJDOE requirement of 100 hours of teacher training. Board Trustee McQueeney commented that the calendars presented should have notations at the end of each option that would inform parents what days would become days when school would be in session if the 5 snow days were exhausted.

**VOTE:** EDUCATION AGENDA ITEM 1 –1 AS PRESENTED.

**AYES:** Mr. Arbolino, Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Mr. Tranor and Mr. Morton, President.

**NAYES:** None

**ABSTENTIONS:** None

## **VII. NEW BUSINESS**

Board Trustee Popelka stated that she had attended the walkthrough of the building earlier today and with all of the classroom desks, supplies and equipment in the classrooms, she stated that the BOE should look to renting storage units i.e. PODS because there is much to move and no storage within the building. Board Trustee Popelka stated that in the gym for instance, the contractor will need to use a scissor lift and scaffolding to replace the lighting in there, etc. and that this will be an impossible task if all of the classroom desks, supplies and equipment is placed in the gym. Board Trustee Olivo stated that the BOE could rent PODS, or any storage units on a monthly basis. Acting Superintendent Flach-Bammer was asked to solicit quotations from 3 vendors for this purpose and provide her findings (price and availability) to the BOE a.s.a.p. Board Trustee Callahan stated that the district needs to get the PODS by this weekend. Discussion ensued. Acting Superintendent Flach-Bammer was asked to coordinate with the Head Custodian and Construction Manager to address receipt of and location of/placement of storage units for the classroom desks, supplies and equipment that cannot be placed within the building during the construction phase. It was noted that the BOE needs to provide authorization to Administration to rent PODS/storage units at the next opportunity.

**Motion by Mrs. Dalesandro, seconded by Mrs. Popelka that New Business resolution number 1 be adopted as presented:**

1. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, authorizes the Business Administrator/Board Secretary Consultant to solicit quotations for POD/Sea Box storage units and to secure said storage units for a price not to exceed \$3,000.00.

**VOTE:** NEW BUSINESS AGENDA ITEM 1 –1 AS PRESENTED.

**AYES:** Mr. Arbolino, Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Mr. Tranor and Mr. Morton, President.

**NAYES:** None

**ABSTENTIONS:** None

**VIII. MISCELLANEOUS**- There were no Miscellaneous Business items to be discussed at this time.

**PETITIONS AND REQUESTS OF THE PUBLIC**

Mrs. Dalesandro moved, seconded by Mrs. Popelka to open the public session at 7:58 p.m. and was approved by a unanimous voice vote by all members present. President Morton opened the meeting to the public at 7:58 pm.

Angela Kunkel (13 Church Street) inquired if there has been any discussion regarding Administrative staff /structure for the 2011-2012 school year. President Morton stated that this is still in progress.

There being no further items for discussion at this time, Mrs. Dalesandro moved, seconded by Mrs. Popelka to close the public session at 8:00 pm. This was approved by a unanimous voice vote by all members present.

**IX. EXECUTIVE SESSION**

Motion by Mrs. Dalesandro, seconded by Mrs. Popelka, that RESOLVED, pursuant to N.J.S.A. 10:4-13 and 10:4-12 that the Netcong Board of Education hold a closed Executive Session regarding contract negotiations, personnel, and/or matters pertaining to attorney/client privilege. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

The motion was made at 8:01 pm and was approved by a unanimous voice vote by all members present.

**X. EXECUTIVE SESSION – A motion is requested to come out of executive session.**

Motion by Mrs. Dalesandro, seconded by Mrs. Popelka to close executive session at 8:58 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 8:58 pm with the following members present:

**Present: Mr. Arbolino, Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Mr. Tranor and Mr. Morton, President.**

**XI. POSSIBLE MOTIONS FOLLOWING EXECUTIVE SESSION –None.**



**XII. ADJOURNMENT** – There being no further business to come before the board, Mr. Arbolino made a motion, seconded by Mr. Olivo and carried by Unanimous Voice Vote to adjourn the June 14, 2011 Special Meeting of the Netcong Board of Education at 8:59 PM.

Respectfully Submitted,

Christine M. Werner  
School Business Administrator/Board Secretary  
Consultant