

# **WOLCOTT TOWN COUNCIL**

Regular Meeting

Tuesday, November 1, 2016

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 1 of 5

## **MINUTES**

---

**Note: These are summary minutes**; a tape recording of this meeting is on file in Commission Secretary's Office in Wolcott Town Hall.

Vice-Chairman Mastrofrancesco called the meeting to order at 7:00 p.m. with the Pledge of Allegiance, and attendance was taken.

**MEMBERS PRESENT**, Vice-Chairman Gale Lanza Mastrofrancesco, Donald Charette Sr., Jeffrey Slavin, George Phelan, Joseph Membrino, Francis Masi, Rachel Wisler, and Roger Picard (A@7:05)

**MEMBERS ABSENT**: Chairman David Valletta

**ALSO PRESENT**: Mayor Thomas G. Dunn; Sue Hale, Municipal Finance Officer; Town Attorney Brian Tynan; Police Chief Edward Stephens; et al.

### **APPROVAL OF MINUTES:**

#### **▪ Regular Meeting – October 4, 2016**

Upon **MOTION** by Francis Masi, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the minutes of the Regular Meeting held on October 4, 2016, with one abstention from Rachel Wisler.

**TAXPAYERS' TIME:** (Limited to Items on the Agenda)

No taxpayers came forward.

### **CORRESPONDENCE (on file):**

- 1. Proposed Contract with Dime Oil for Heating Oil & Diesel**
- 2. Letter dated October 27<sup>th</sup> from Town Attorney Brian Tynan Regarding Dime Oil Contract (additional information attached)**
- 3. Copy of Letter from Todd Bendtsen, Wolcott Public Schools Business Manager, to Dime Oil Company Regarding Bid Award**
- 4. Board of Education Year to Date Budget Report dated 09-30-16**
- 5. Town of Wolcott Expenditure Report, Revenue Report, & Trial Balance, for month ending 09-30-16 (previously sent on 10-14-16 by Steven Slater)**

# **WOLCOTT TOWN COUNCIL**

Regular Meeting

Tuesday, November 1, 2016

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 2 of 5

## **MINUTES**

---

### **6. Submitted at Meeting, letter dated November 1<sup>st</sup> from Susan Hale Regarding Body Cameras for the Police Department**

#### **MAYOR'S REPORT:**

Mayor Dunn came forward and reported the following:

- On November 11<sup>th</sup> at 11:00 a.m. there will be a Veteran's Day Ceremony on the Town Green; at 10:30 a.m. there will be a small ceremony in the foyer of the Town Hall to recognize the new veteran's corner
- There are currently many things going on at the State level that could be very costly to towns; they are trying to consolidate the health districts and coming up with a mandate as to how they will have to do that
- The scenario that they have put out may cost the Town of Wolcott \$750,000; they had an extensive meeting with the Commissioner yesterday; they are working very hard to not let this happen
- This is just one of the things that may hit the Town very hard
- The MS4 permits from the DEEP (pertaining to storm water runoff) was approved; this is another mandate that will cost the Town more money; there will be a transfer coming in this year's budget for this and it will affect next year's budget
- CCM will be setting up committees to work on these issues; he will update the Council at a later date
- The streetlight project has started this week
- The Road Reconstruction Committee will be meeting next week

Roger Picard arrived at 7:05 p.m.

A brief question and answer period followed and discussion was held regarding the streetlight project, the lamp posts on the Town Green, and the new command vehicle.

#### **FINANCE OFFICER'S REPORT/TRANSFERS:**

Sue Hale came forward and reported the following:

- The bid openings for the general obligations bonds in the amount of \$4,590,000 and the bond anticipation notes in the amount of \$11,710,000 were on October 11<sup>th</sup>; Wolcott did very well

# WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, November 1, 2016

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 3 of 5

## MINUTES

- 
- There were five bids for the bonds sale; very tight bids ranging from the winner, FTN Financial, with 2.43% of total interest costs to the highest bid of 2.48%
  - The Town's last sale of twenty year bonds in 2014 was at 2.5389%; Wolcott has achieved its lowest rate of interest ever; she looked at a schedule that went back to 1988 and it was over 7%
  - There were six bids for the bond anticipation notes ranging from the winner J.P. Morgan at 0.915% interest to the highest at 1.299%
  - The most recent note sale in Connecticut on October 27<sup>th</sup> was at 0.98%; they were even lower at 0.915%
  - The June 30, 2016 financial statements are at the partner review phase with their auditors Mahoney, Sabol; they are close to having a draft and then she will be able to update the Management & Discussion Analysis
  - She has asked if they are available to attend the December 6<sup>th</sup> Town Council meeting; she has not heard back yet
  - There were no transfers submitted for approval

### SUB-COMMITTEE/LIAISON REPORTS:

**BUILDING COMMITTEE for ROAD RECONSTRUCTION:** Mrs. Wisler reported that next Wednesday at 5:30 p.m. they will have their final meeting. Also, at the next Council meeting she will have a map depicting all of the roads that have been done.

**SUBCOMMITTEE for the WALKING TRAIL:** Mr. Charette reported that the new gates have been installed to prevent the use of ATV's. They are also working on the installation of a new walkway by Munson Road. The reservoir has been drawn down so that they may begin some work for the bridge. The workstations are in progress and are being handled by Advanced Physical Therapy.

### UNFINISHED BUSINESS:

There was no unfinished business.

### NEW BUSINESS:

#### **1. Discussion & Possible Action to Authorize Mayor to Execute Contract with Dime Oil for Heating Oil & Diesel**

Attorney Tynan came forward and referenced the letter he submitted in Council packets. Copies of the bids and a letter from Wolcott Public School's Business Manager have also been supplied (**see attached**). He recommends that the contract be approved.

# WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, November 1, 2016

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 4 of 5

## MINUTES

---

A question and answer period followed with respect to the bid process and specific sections of the contract, during which clarification was provided by Attorney Tynan.

Upon **MOTION** by Rachel Wisler, seconded by Joseph Membrino, it was unanimously voted to **authorize** the Mayor to Execute Contract with Dime Oil for Heating Oil & Diesel (**see attached**).

At this time, Vice-Chairman Mastrofrancesco requested that Chief Stephens come forward. She noted that he is requesting that an item be added to the agenda this evening.

Chief Stephens came forward and reported that the State of CT has come out with a reimbursement for the purchase of body cameras. They purchased theirs from Viewu back in 2012. He also just purchased five new ones in August. He spoke with someone at OPM handling these grants. They will purchase new ones plus reimburse them for monies already spent. He next proceeded to explain the benefits of working with Viewu with respect to storage (**see attached letter**). Chief Stephens also explained how the upgraded body cameras work. He is requesting that the bidding procedures be waived.

Upon **MOTION** by Rachel Wisler, seconded by Francis Masi, it was unanimously voted to **add** 'Bid Waiver Request for the Purchase of Body Cameras'.

### 2. Bid Waiver Request for the Purchase of Body Cameras

A **MOTION** was offered by Rachel Wisler, seconded by Francis Masi, to **approve** Bid Waiver Request for the Purchase of Body Cameras and additional storage that will be 100% reimbursed by the State (**see attached**).

Attorney Tynan advised that they have a provision in the Charter that allows for bid waivers. At this point to go out to bid would not be practical, as they are saving money with respect to the storage with Viewu. Also, another provision is that if the Municipal Finance Officer asserts and recommends that the bidding process be waived because it's in the best interests of the Town.

A brief question and answer period followed with respect to specific pricing, storage capacity, current number of cameras, etc., during which clarification was provided by Chief Stephens.

**Vice-Chairman Mastrofrancesco called for a vote on the above motion which carried unanimously by voice vote.**

# **WOLCOTT TOWN COUNCIL**

Regular Meeting

Tuesday, November 1, 2016

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 5 of 5

## **MINUTES**

---

### **ITEMS FOR NEXT AGENDA:**

Vice-Chairman Mastrofrancesco advised that if anyone has any items that they should contact the Chairman or the Clerk.

### **TAXPAYERS' TIME (summary of comments below):**

No taxpayers came forward.

### **EXECUTIVE SESSION:**

No Executive Session was held.

### **ADJOURNMENT:**

Upon **MOTION** by Rachel Wisler, seconded by George Phelan, it was unanimously voted to adjourn the meeting at 7:38 p.m.

### **APPROVED:**

---

Elizabeth Gaudiosi, Secretary  
**WOLCOTT TOWN COUNCIL**

---

David Valletta, Chairman  
**WOLCOTT TOWN COUNCIL**



# TOWN OF WOLCOTT

TOWN HALL • 10 Kenea Avenue  
Wolcott, Connecticut 06716  
Tel. (203) 879-8100 • Fax: (203) 879-8105

November 1, 2016

TO: Wolcott Town Council Members

FROM: Susan E. Hale, Municipal Finance Officer *Susan E. Hale*

RE: Body Cameras with Veripatrol Software and Docking Stations – Viewu

In accordance with the Wolcott Town Charter, Section 707, paragraph [c], [i] and [v], it is my opinion that to proceed with the public bidding procedure for the referenced Body Cameras for the Police Department would not be in the best interest of the Town of Wolcott.

The justification for this recommendation is based on the following:

- Wolcott currently has 6 LE 4 Mini Viewu body cameras and the related Multi-Dock Network Software. To purchase an additional 17 from a different manufacturer would result in a higher cost for software and additional docking stations.
- Another vendor would result in the Police Department having 2 different types of cameras, one uniform type is preferable.
- No need to switch over to cloud storage, which can be very costly. Viewu offers the choice of using our own Network Access Storage (which we currently use) or cloud storage. With Viewu there is no need to purchase additional storage space.
- The 17 LE 4 Mini's are an upgrade and would replace all of our older LE 2 and LE 3 models currently in place.

Since 2012, Police Chief, Edward Stephens, has been completely satisfied with Viewu's product. He has secured a State of Connecticut Body Worn Recording Equipment Grant to cover all costs.

After discussions with Chief Stephens, and based on his department's experience with Viewu's cameras, it is my opinion a public bid for these services would not be beneficial to the Town of Wolcott.

/seh

CC: Brian Tynan, Town Attorney  
Thomas G. Dunn, Mayor  
Chief Stephens, Police Chief

Bid Waiver Request Viewu Body Cameras 110116

## Contract Terms & Conditions

**Buyer:** Wolcott Public Schools  
1488 Woodtick Road  
Wolcott, CT 06716

**Seller:** Dime Oil Co LLC  
93 Industry Lane  
Waterbury, CT 06704

Town of Wolcott  
10 Kenea Ave  
Wolcott, CT 06716

This agreement dated October 18, 2016, by and between Dime Oil Co LLC ("seller") and the Wolcott Town and Public Schools ("buyer") is subject to the Terms and Conditions listed herein, and Seller agrees to sell to Buyer, and Buyer agrees to purchase and receive from Seller, the following quantities of the following Product(s), under the Payment Terms, during the Delivery Periods of July 1, 2017 to June 30, 2018, and at the Price(s), and Delivery Locations(s) with their respective individual allocations specified below.

Location	Address	Product	Price	Allocation	Taxes	Total
Town Hall	10 Kenea Ave	Heating Oil	\$1.8181	5,800	\$28.42	\$10,573.40
Police Department	215 Nichols Road	Heating Oil	\$1.8181	6,000	\$29.40	\$10,938.00
Senior Center	211 Nichols Road	Heating Oil	\$1.8181	2,800	\$13.72	\$5,104.40
Library	469 Boundline Rd	Heating Oil	\$1.8181	5,500	\$26.95	\$10,026.50
Firehouse #1	395 Central Ave	Heating Oil	\$1.8181	2,500	\$12.25	\$4,557.50
Firehouse #3	2 Lyman Road	Heating Oil	\$1.8181	2,700	\$13.23	\$4,922.10
Woodtick Recreation Res	Woodtick Road	Heating Oil	\$1.8181	900	\$4.41	\$1,640.70
Frisbie Elementary School	24 Todd Road	Heating Oil	\$1.8181	21,000	\$102.90	\$38,283.00
Tyrrell Middle School	500 Todd Road	Heating Oil	\$1.8181	30,000	\$147.00	\$54,690.00
Wakelee Elementary School	12 Hempel Drive	Heating Oil	\$1.8181	16,000	\$78.40	\$29,168.00
Alcott Elementary School	1490 Woodtick Rd	Heating Oil	\$1.8181	21,000	\$102.90	\$38,283.00
BOE Central Office	154 Center Street	Heating Oil	\$1.8181	1,500	\$7.35	\$2,734.50
Thomas Smyth House	439 Boundline Rd	Heating Oil	\$1.8181	500	\$2.45	\$911.50
Town Garage	48 Todd Road	Diesel Fuel	\$1.8179	96,000	\$278.40	\$174,796.80
Farmingbury Hills	East Street	Diesel Fuel	\$1.8179	1,700	\$4.93	\$3,095.36
Total #2 Heating Oil Purchased:				116,200	\$569.38	\$211,832.60
Total Ultra Low Sulfur Diesel Purchased:				97,700	\$283.33	\$177,892.16

Payment Terms: 70% due 7/31/17, 20% due 2/28/18, 10% balance due net 30 days

1. Taxes: All prices are exclusive of taxes. Currently, the following taxes are applicable to fuel oil purchases by municipalities. The NORA (National Oilheat Research Alliance) Assessment of \$0.0020 cents per gallon applies to purchases of fuel oil used for heating. The LUST tax (Leaking Underground Storage Tank) at \$0.0010 cents per gallon and the Spill Recovery fee of \$0.0019 both apply to #2 Heating Oil, Diesel Fuel and Gasoline. The CT Gross Receipts tax, currently only applicable on gasoline, is at an effective rate of 8.814% of the total sale. Any tax, or governmental charge or increase thereof now due or hereafter imposed and assessed to Dime Oil thereof due to purchasing, selling, or delivering the product such as, but not limited to Sales Tax, Use Tax, Excise Tax, Gross Receipts Tax, and Superfund Tax, may at Dime Oil Companies option, be added to the purchase price. The Wolcott Town and Public Schools shall provide federal and state tax identification numbers and shall complete exemption certificates before the commencement of this contract.
2. Dime Oil reserves the right to refuse delivery to any tank and/or location, which, in its sole discretion is deemed unsafe by an employee of Dime Oil. Deliveries will only resume once the problem is resolved and the tank is again deemed safe for delivery.

3. Payment: Prepaid: First installment prepayment of 70% due 7/31/17 in the amount of \$148,282.40 for the heating oil portion and \$124,524.51 for the diesel fuel portion. Second installment of prepayment of 20% due 2/28/18 in the amount of \$42,366.40 for the heating oil portion and \$35,578.43 for the diesel fuel portion. Payment terms for the remaining 10% of contract gallons are net 30 days. If payments for the remaining 10% are received later than 30 days from the date of delivery, finance charges may be assessed at a rate of 1% per month plus collection fees if necessary.
4. If a location on "will call" status (non-automatic), should either require a same day delivery, or requests a delivery scheduled outside of our normal working hours, Dime Oil reserves the right to add a surcharge for the cost of providing an emergency delivery if one is requested.
5. Delivery: Diesel fuel purchases will be delivered in approximately equal amounts prorated over contract period. Diesel fuel for bus yards will be prorated from September through June in relation to the school year calendar. Fixed price on Heating Oil will remain in effect at the established price per gallon ratable per month by degree day for the individual delivery location for all product up to the contract amount during the period of July 1, 2017 through June 30, 2018. Buyer will be granted a +0% variance in allocation overage for the delivery period specified and a -2% for gallons not consumed.
6. Buyer agrees to pay Seller the price established above for the indicated delivery location for all products up to the contract or allocation amount. If gallons actually purchased exceed 100% of gallons allocated for the respective delivery location as listed above, the Seller reserves the right to offer one or all of the following options:
  - a. All overage will be billed at a differential price of .0989 per gallon plus the New Haven average low quotation for Reseller Rack Prices as published daily in the Journal of Commerce for the date of delivery.
  - b. Extend the fixed price contract at the same terms and conditions.
  - c. Renegotiate a fixed price based on the current market conditions.

If gallons actually purchased are less than 98% of gallons allocated for the respective delivery location as listed above, the Seller reserves the right to offer one or all of the following options:

- a. Extend the fixed price contract at the same terms and conditions until the actual gallons used are at least 98% of the respective quantities allocated above.
  - b. Terminate the contract.
  - c. Buyer will purchase the quantity not used at the price per gallon quoted in the bid. Seller shall have no obligation to deliver the actual volume not consumed by purchaser within the contract period.
  - d. If the buyer fails to consume the un-lifted volume, the Wolcott Town and Public Schools will pay Dime Oil Company reasonable liquidated damages for such deficient lifting's. This fee shall not be construed as a penalty, but a deficiency fee equal to the difference between the aggregate purchase price for the un-lifted volume and the lowest OPIS posting for the month(s) with un-lifted volumes. Dime Oil Co shall not be entitled to any amounts from buyer if the lowest OPIS posting is greater than the fixed price contract rate per gallon.
7. Force Majeure: Seller shall not be responsible for damages caused by delay or failure to perform, in whole or in part, hereunder or noncompliance with any of the terms hereof when such delay, failure or noncompliance is attributable to acts of God, strikes, lockouts, fires, floods, storms, explosions, embargoes, acts or compliance with requests of any governmental authority without regard to legal validity, war conditions, acts of terrorism, accidents, delays in transportation, any allocation program or rationing or priorities in effect pursuant to governmental direction or request or instituted in cooperation with any governmental authority, or other cause beyond control of the Seller whether or not similar to those enumerated.
  8. The Wolcott Town and Public Schools is required to give Dime Oil Company notice of changes to tank sizes, removal of tanks, and/ or construction near where tanks are to be serviced. If quantities used at listed locations should change drastically where it would greatly impact the scope of the contract it may be subject to additional delivery fees. Demurrage charges may also be assessed should a driver be delayed or unable to make a delivery due to snow, ice, parked vehicles or debris near or covering the fill area.
  9. End of Year Deliveries: By initialing below the Wolcott Town and Public Schools must specify if they will require their fuel oil tanks topped off to approximately 90% of capacity during the month(s) of May and or June. This information is necessary so that we may secure sufficient quantities of heating oil and or diesel fuel for May and or

June 2018 at the contract price per gallon. If no response is indicated below regarding this matter prior to purchases for this contract it will be assumed that May and June fuel will be purchased according to either a degree day heat curve for #2 heating oil or for diesel and gas it would be your average monthly allotment. Degree day heat curve is defined as 4% of your total allotment for May and 2% of your total allotment for June. Average Monthly allotment is defined as 10% of your total allotment for May and 6% of your total allotment for June.

10. Fixed price contracts reflect market conditions at time of order. These prices are based on the New York Mercantile Exchange or NYMEX. Prices on the NYMEX are extremely volatile. Price will remain firm for allocated contract gallons once both the seller and the buyer have signed a copy of this contract.
11. No delay or omission on the part of the Seller in exercising any right hereunder shall operate as a waiver of such right or of any other right of the Seller, nor shall any delay, omission or waiver on any one occasion(s) be deemed a bar to or waiver of the same or any other right on any future occasion(s) of any portion of this agreement. Other conditions may apply.
12. Buyer acknowledges that they have had a reasonable opportunity to read and have read and understood the terms and conditions of this Agreement.

**Acceptance of Contract Terms and Conditions**

**Buyer:** Wolcott Public Schools

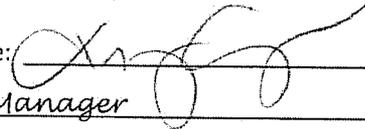
Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

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

**Seller:** Dime Oil Co LLC

Signature:  \_\_\_\_\_

Title: Manager

Name: Tracy Cyr

Date: October 18, 2016

**Buyer:** Town of Wolcott

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

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

In regards to section 9, End of Year Deliveries: Please indicate if your municipality would like to have contract rate oil placed in reserve for tank top off's at the end of the contract period during the months of May and June.

For #2 Heating Oil please indicate YES / NO if the Buyer wishes to have all tanks topped off at the contract rate during May and or June of 2018. \_\_\_\_\_ Initial

For Ultra Low Sulfur Diesel fuel please indicate YES / NO if the Buyer wishes to have all tanks topped off at the contract rate during June of 2018. \_\_\_\_\_ Initial

Please note that any municipality that elects to not top off at the contract rate could still fill their tanks next May / June 2018, only the price may be at a differential rate per gallon over the New Haven Harbor Low.

**TYNAN & IANNONE**  
*Attorneys at Law*  
250 Wolcott Road  
Wolcott, Connecticut 06716-2634

WILLIAM F. TYNAN  
MARK IANNONE  
BRIAN TYNAN  
CLIFFORD COMERFORD

TELEPHONE  
(203) 879-1431  
FAX  
(203) 879-9152

October 27, 2016

Chairman David Valletta  
Wolcott Town Hall  
10 Kenea Avenue  
Wolcott, CT 06716

**RE: Contract for Dime Oil for Heating Fuel and Diesel to be supplied to the  
Town of Wolcott**

Dear Chairman Valletta:

I have reviewed the short Contract with Dine Oil Company, LLC dated October 18, 2016. I understand that this matter has gone out to bid. Attached to this letter please find a copy of the bid results with Dime Oil, East River Energy and Santa Buckley Energy each submitting bids. Also please find an annual comparison for the last three years and the following year. Please note that for fiscal year 2014-2015, the price was significantly higher. Since then it has been very stable. In both the diesel fuel and heating oil fuel, Dime Oil was the lowest bidder. You will note that Dime Oil has had the Contract for the last two years and I understand that the Town and Board of Education has been satisfied with their services.

Since the Contracts have gone out to bid, and the bids have been awarded by the Board of Education Business Officer and the Municipal Finance Officer to the lowest responsible bidder, I would recommend that this Contract be approved. Furthermore, I would request that the Town Council authorize the execution of this Contract with Dime Oil for heating fuel and diesel fuel for the fiscal years 2017-2018. One of the benefits of doing this Contract at this time is to allow the Town to develop its budget with a set anticipated price.

Thank you very much for your attention to this matter.

Very truly yours,

  
Brian Tynan

BT/an  
Enclosures

Town of Wolcott  
Heating Oil and Diesel Fuel  
Annual Comparison

**DIESEL FUEL**

<b>Vendor:</b>	<u>F/Y 17/18</u>	<u>F/Y 16/17</u>	<u>F/Y 15/16</u>	<u>F/Y 14/15</u>
	DIME OIL	DIME OIL	DIME OIL	SANTA BUCKLEY
<b>Price per Gallon:</b>	1.8179	1.8065	1.8987	3.0547

**HEATING OIL**

<b>Vendor:</b>	<u>F/Y 17/18</u>	<u>F/Y 16/17</u>	<u>F/Y 15/16</u>	<u>F/Y 14/15</u>
	DIME OIL	DIME OIL	DIME OIL	SANTA BUCKLEY
<b>Price per Gallon:</b>	1.8181	1.8060	1.8967	3.0495

**Diesel Fuel Opening  
And  
#2 Fuel Oil Opening**

**Diesel Fuel (178,700 Gal.)**

July 1, 2017 through June 30, 2018

Bidder Name:	Net 30		Prepayment (70%-20%)	
	(+) or (-)	Per Gallon	(+) or (-)	Per Gallon
Dime Oil Co. LLC	+	0.1497	+	0.1197
East River Energy Inc.	+	0.3500	+	0.3300
Santa Buckley Energy Inc.	+	0.2082	+	0.2026

**#2 Heating Oil (171,350 Gal.)**

July 1, 2017 through June 30, 2018

Bidder Name:	Net 30		Prepayment (70%-20%)	
	(+) or (-)	Per Gallon	(+) or (-)	Per Gallon
Dime Oil Co. LLC	+	.1377	+	0.1077
East River Energy Inc.	+	.3200	+	0.3000
Santa Buckley Energy Inc.	+	.2026	+	0.1948

# Wolcott Public Schools

Superintendent  
Anthony J. Gasper, Ed.D.

1488 WOODTICK ROAD • WOLCOTT, CONNECTICUT 06716  
TELEPHONE (203) 879-8180

Business Manager  
Todd W. Bendtsen, C.P.A.



October 27, 2016

Dime Oil Company LLC  
Tracy Cyr  
47 Saddle Road  
Wolcott Connecticut 06716

Dear Ms. Cyr

On October 18, 2016 the Wolcott Board of Education awarded the bids for Diesel Fuel and #2 Heating Oil to Dime Oil Company LLC on prepayment terms covering the period of July 1, 2017 through June 30, 2018. Listed below are the bid proposal results.

	Net 30	Prepayment (70%-20%)
<b>Diesel Fuel (178,700 Gal.)</b>	(+)	(+)
Dime Oil	.1497	.1197
East River Energy	.3500	.3300
Santa Buckley Energy, Inc.	.2082	.2026
<b>#2 Heating Oil (171,350 Gal.)</b>	(+)	(+)
Dime Oil	.1377	.1077
East River Energy	.3200	.3000
Santa Buckley Energy, Inc.	.2026	.1948

At your earliest convenience, please submit the following to the address above:

1. **Contract Term & Conditions** to Wolcott Public Schools Business Manager Todd Bendtsen for signature.
2. **Certificate of Insurance** (XVI. INSURANCE) Submit on or before April 27, 2017.
3. **Performance Bond** (XV. PERFORMANCE BOND) Submit on or before April 27, 2017.

The Wolcott Board of Education appreciates your time and effort in preparing and submitting your bid proposal and we look forward to working with you.

Sincerely,

Handwritten signature of Todd Bendtsen in black ink.

Todd Bendtsen, C.P.A.  
Business Manager  
Wolcott Public Schools

Cc: A. Gasper Ed.D., Superintendent Wolcott Public Schools  
F. Coss, Superintendent Thomaston Public Schools  
P. Penn, Business Manager Plymouth Public Schools  
T. Dunn, Mayor Town of Wolcott  
N. Clark, Purchasing/Finance Accountant Town of Wolcott  
S. Hale, Municipal Finance Officer Town of Wolcott

*It is the policy of the Wolcott Board of Education that no person shall be excluded from participation in, denied the benefits of, or otherwise discriminated against under any program because of his or her race, color, religion, sex, age, national origin, ancestry, marital status, sexual orientation, mental retardation, past or present history of mental disorder, learning disability or physical disability*  
AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER