

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

REGULAR MEETING

MINUTES

JUNE 20, 2013

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman
M. Patterson, Department of Agriculture, Vice Chairman
L. Bonfanti, Peabody, Secretary
L. Siewko-Story, Department of Agriculture
D. Cahill, Department of Agriculture (Arrived 7:20 p.m.)
D. Porteous, Beverly (Arrived 7:35 p.m.)
R. Fravel, Danvers
M. Teixeira, Gloucester
D. Ketcham, Hamilton
P. Anderson, Lynnfield
M. Sweeney, Marblehead
E. Weitzler, Middleton
T. St. Pierre, Salem
J. Sabella, Manchester
B. Perkins, Rockport
W. Jackson, Swampscott
C. Robinson, Topsfield (Arrived 7:40 p.m.)
W. Nichols, Wenham

MEMBERS ABSENT: M. Crowe, Boxford
Nahant

OTHERS PRESENT: D. O'Connell, Superintendent-Director, ENSATSD
M. Znamierowski, Business Manager
C. Worth, District Treasurer
K. Nigro, PMA
D. Morrow, Gilbane, Co.
P. Frazier, FirstSouthwest
C. Levesque, Recording Secretary

1. Call to Order

The meeting was called to order at 7:03 p.m. The recording secretary called the roll. It was noted that a quorum was present.

2. Tentative Special Meeting Minutes of May 16, 2013 for Approval

A Motion was made by Dr. Anderson and seconded by Ms. Teixeira and VOTED to approve the Tentative Special Meeting Minutes of May 16, 2013. Abstentions: Dr. Story, Mr. Fravel and Mr. Perkins

2a. A Motion was made by Dr. Patterson, seconded by Dr. Anderson and VOTED to approve the Regular Meeting Minutes of May 16, 2013 as presented. Abstentions: Ms. Teixeira and Mrs. Sweeney

3. Treasurer's Report

A Motion was made by Ms. Teixeira and seconded by Dr. Anderson and VOTED unanimously to approve Balance Sheet of May 31, 2013 and place on file for audit.

Mrs. Worth reported that it is necessary for the district to short-term borrow 7 million dollars to carry through the end of August.

A Motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to approve the May 31, 2013 Profit and Loss and place on file for audit.

A Motion was made by Mrs. Sweeney and seconded by Ms. Teixeira and VOTED unanimously to move Item 3c and 3d out of order.

4. Owner’s Project Manager Report – Mr. Kevin Nigro

Status Report

Mr. Nigro stated that the School Building Committee wants weekly updates as to the progress of the farmstead building.

Mr. Nigro introduced Mr. Morrow from Gilbane Co. Mr. Morrow reported on construction progress: roof is complete; building is weather tight; siding will arrive in two weeks; all trades are working inside the building. Mr. Morrow stated that Gilbane Co. is extremely diligent to find ways to accelerate construction. September 10, 2013 is the current scheduled completion date for the Animal Science Building. Mr. Morrow reported that Gilbane will not knock down any buildings until new buildings are complete.

Mr. Morrow extended an invitation to tour the building. If interested, members can notify Mr. Nigro and he will schedule a tour. Mr. Cahill stated that the Essex Aggie Board of Trustees would be interested in scheduling a tour.

Mr. Morrow stated that they will continue to schedule educational tours for students of North Shore Technical High School and Essex Aggie.

Mr. Nigro was happy to report that we are “out of the dirt business,” thanks to the local Department of Public Works the excess loam problem is solved.

Change Order Number 3

A Motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney a VOTED unanimously to approve the Gilbane Changer Order Number 3 total \$103,314.00, as recommended by the School Building Committee.

Request to Award (RTA)

Mr. Nigro reported that due to poor general cleaning Gilbane Co was proactive and assigned GO services for general cleaning and have seen a marked improvement.

A Motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve the Gilbane “Recommendation to Award” (RTA) for the following construction packages, as recommended by the School Building Committee:

Cosmetology	\$69,282.03
Animal Science Blinds	\$ 7,500.00
Animal Science Signage	\$ 5,000.00
Bleachers at Stadium & Gym	\$378,856.00
(Excluding press box - \$103K allowance carried)	
Therapeutic Pool	\$ 9,032.80
Cleaning Labor Services	\$ 0

Requisitions/Invoices

A Motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney and VOTED unanimously to approve requisitions/invoices as recommended by the School Building Committee:

Gilbane Co Requisition No. 13 (NET est.)	\$7,096,134.00
DesignPartnership of Cambridge Invoice	\$ 92,885.00
DesignPartnership Subcontractor:	

Webber Associates Soils Observations	\$ 5,885.00 (+/- \$8,000.00 remaining)
DesignPartnership Subcontract:	
RJ Kenney –AVB testing	\$ 1,622.70 (+/- \$36,000.00 remaining)

Mr. Nigro reported that they would ask for a vote tonight regarding the Hoop House Change Order. There is a problem with the bidders’ credentials to perform work in Massachusetts.

Treasurer’s Report

Item 3c – General Obligation Bond Anticipation Notes

Mr. Peter Frazier, Senior Vice President, FirstSouthwest distributed and reviewed the \$7,000,000.00 General Obligation Bond Anticipation Notes. Three bids were received – two complete and one partial and Mr. Frazier recommends the Committee accept Century Bank and Eastern Bank bids.

A Motion was made by Mr. Bonfanti and seconded by Mr. St. Pierre to certify that at the meeting of the Committee held June 20, 2013, of which meeting all members of the Committee were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the Committee in my custody:

Voted: to approve the sale of the General Obligation Bond Anticipation Notes (the “Notes”) of the District dated June 26, 2013, and payable August 30, 2013, at par and accrued interest plus the premiums indicated as follows:

Number	Denominator	Interest Rate	Premium	Purchaser
1	\$1,000,000	0.60%	\$0.00	Century Bank
2	6,000,000	0.70%	64.00	Eastern Bank

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated June 5, 2013, and a final Official Statement dated June 11, 2013, each in such form as may be approved by the District Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the District Treasurer and the Chairman of the Committee be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the District, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we authorize and direct the District Treasurer to establish post issuance federal tax compliance procedures in such form as the District Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes.

Further Voted: that each member of the Committee, the District Secretary and the District Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that (i) the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town or City Clerks (as applicable) of each of the member municipalities of the District (collectively, the “Municipal Clerks”) and copies thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal buildings in which the offices of the Municipal Clerks and the District Secretary are located, at least 48 hours, not including

Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Notes were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended; and (ii) notice of the meeting was given to each member of the Committee in accordance with the District's By-laws adopted on January 6, 2011.

Roll Call Vote:

Yes-Mr. Cahill, Dr. Story, Mr. Porteous, Mr. Fravel, Ms. Teixeira, Mr. Ketcham, Dr. Anderson, Mrs. Sweeney, Mrs. Weitzler, Mr. Bonfanti, Mr. Perkins, Mr. St. Pierre, Mr. Jackson, Mr. Nichols, Mr. Robinson, Dr. Patterson, Mr. Harvey.

No-None

Motion Carries Unanimously

Mr. Frazier explained the benefits of the State Qualified Bonds Act and that it is a valuable tool as the district does not have a credit rating or credit history. Mr. O'Connell agreed and he highly recommends the Committee consider voting to adopt the State Qualified Bonds Act at the July meeting. Mr. Bonfanti stated that there is no downside to this and Mr. Frazier agreed there is no cost to the district by taking action on the State Qualified Bonds Act.

The Committee agreed to reschedule the July 18th meeting to July 25, 2014 at 7:30 p.m.

Item 3d – Massachusetts Bay Health Care Trust Membership

Mr. Harvey reported that he has sent a letter to the Trust requesting to be a member for the new district. Ms. Teixeira asked if others options will be looked into and was told yes.

5. Essex North Shore Agricultural & Technical Foundation, Inc. – Mr. Dean Porteous

Mr. Porteous reported that the Third Annual Essex North Shore Agricultural Technical Foundation, Inc. John Flibotte Golf Tournament is scheduled for Monday, July 15th at Ferncroft Country Club, 10 Village Road, Middleton, MA. Forms for corporate sponsors, hole sponsors and players are available on the school's website www.nsths.net. Funds raised will benefit the student activities and student scholarship funds at North Shore Technical High School and Essex Agricultural and Technical High School. Participation forms are available on the websites of both schools.

6. Superintendent-Director's Report – Mr. Daniel O'Connell

Merger Transition

Mr. O'Connell and Mrs. White, EA Director-Principal, meet at least once per week. The Administrators from each school meet every other week and are close to finalizing a schedule. The Administrators are scheduled to meet three days over the summer for a Administrator Retreat. A couple of the items they are currently working on are the FY14 Operating Budget, schedule for the new district, etc. They will continue to finalize the 172 item merger task list.

Mr. O'Connell reported that he met with the Essex Agricultural Board of Trustees and informed the Board that he increased a line item in North Shore's budget for the merger.

Mr. O'Connell reported that he met with Ms. Lynch and Mr. Sullivan, Department of Elementary and Secondary Education (DESE) which he felt was a very productive meeting.

Mr. O'Connell asked for clarification as to the assets and liabilities of each school would be carried over to the new District. It was confirmed that the E & D accounts from both schools would be transferred to the new District. Mr. O'Connell pushed hard for a one year waiver for no cherry sheets, which they will meet again in November to discuss.

Mr. O'Connell reported that he feels confident that the four new programs to be added to the new school will receive Chapter 74 funds.

Mr. Gilbert, MASC, is available to meet on June 11th or June 18th for "Charting the Course." Members agreed that June 11th works best for their schedules. Mrs. Levesque will confirm with Mr. Gilbert and send an email to members with the time.

Mr. O'Connell questioned transportation reimbursement and non-resident tuition. He was told that DESE will issue a letter to communities regarding their assessments. Transportation that is over 20 miles would not qualify for reimbursement.

Mr. O'Connell met with the Essex Aggie Union leadership and looks forward to working with them.

Mr. O'Connell reported that Mr. Gilbert, MASC, is available to meet July 22, 2013 from 5:00 – 7:00 p.m. to present the new Superintendent Evaluation Tool. A majority of members are not available on July 22nd and Mr. O'Connell will secure new dates from Mr. Gilbert.

Mr. O'Connell referred to Mr. Morgan's article that was published in the Techniques April 2013 edition, "An Educator's Perspective: The Road to the PARCC." Mr. Morgan serves on the PARCC ELC for ELA and is the only vocational representative from Massachusetts on the board.

7. New Business

There was no New Business to report.

8. Sub-Committee Reports

There was no meeting or report by the **Finance & Property Sub-Committee.**

There was no meeting or report by the **District Policy Sub-Committee.**

There was no meeting or report by the **Personnel Policy Sub-Committee.**

9. Old Business

There was no Old Business to report.

10. Warrant

A Motion was made by Dr. Anderson, seconded by Mrs. Sweeney and VOTED unanimously to accept the warrant of June 20, 2013 and place on file for audit.

11. Adjourn

A Motion was made by Mr. Cahill and seconded by Mrs. Sweeney and VOTED unanimously to adjourn.

Mr. Harvey declared the meeting adjourned.

The North Shore Regional Vocational School District School Committee adjourned at 8:36 p.m.

Respectfully submitted,

Secretary

Meeting Handouts:

- FirstSoutwest General Obligation Bond Anticipation Notes