

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

REGULAR MEETING

MINUTES

SEPTEMBER 19, 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 (Arrived at 7:25 p.m.)
D. Cahill, Department of Agriculture (Left at 8:15 p.m.)
D. Porteous, Beverly
R. Fravel, Danvers
M. Teixeira, Gloucester
D. Ketcham, Hamilton
P. Anderson, Lynnfield
J. Sabella, Manchester
M. Sweeney, Marblehead
E. Weitzler, Middleton
B. Perkins, Rockport
T. St. Pierre, Salem
C. Robinson, Topsfield

MEMBERS ABSENT: M. Crowe, Boxford
Nahant
W. Jackson, Swampscott
W. Nichols, Wenham

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

1. Call to Order

The meeting was called to order at 7:06 p.m. The recording secretary called the roll. It was noted that a quorum was present.

2. Tentative Regular Meeting Minutes of August 15, 2013 for Approval

A motion was made by Mrs. Sweeney and seconded by Ms. Teixeira and VOTED to approve the Tentative Regular Meeting Minutes of August 15, 2013. Abstentions: Mr. Cahill, Mr. St. Pierre, Mrs. Weitzler and Mr. Robinson.

Mr. Harvey reported that future Minutes will include the time of a member's late arrival or early departure time. This is done so that the Minutes accurately reflect who was present or absent for parts of the meeting.

3. Treasurer's Report

Mrs. Worth reported that the Bond Anticipation Note in the amount of \$34,000,000.00 was received and entered in the August 31, 2013 Balance Sheet. The remaining \$1,000,000.00 will be wired in September.

A Motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to approve the Balance Sheet of August 31, 2013 and place on file for audit.

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

4. Communications

Mr. O'Connell reported that the letter received from John L. G. Bynoe III, Associate Commissioner, Massachusetts Department of Elementary and Secondary Education, was in response to the program applications submitted for the four new programs. Mr. O'Connell will continue to seek Chapter 74 approval for these new programs.

Late Communication

Mr. O'Connell reported that the Department of Elementary & Secondary Education approved the admission policy for Essex Technical High School.

5. Owner's Project Manager Report – Mr. Kevin Nigro

Authorization to Proceed Review and Approval

A motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney and VOTED unanimously to accept the Authorization to Proceed and incorporate items into Change Order Number 5, as recommended by the School Building Committee.

Request to Award (RTA) Review and Approval

A motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney to approve RTA 11D for auto spray booths in the amount of \$254,130.00 to Cooper-Lewis, as recommended by the School Building Committee.

After discussion, Mr. St. Pierre and Mrs. Sweeney withdrew their motion.

A motion was made by Mr. Cahill and seconded by Ms. Teixeira and VOTED unanimously to postpone this RTA to the October 19th School Committee meeting.

Schedule Review

Mr. Nigro reported that the *Animal Science Building* is complete and expected occupancy is Columbus Day weekend. Other milestones are: *Small Engine* will move in October 17; *Building Maintenance* on October 30th; *Equine Barn* November 11th and *Animal Barn* November 19th.

Mr. Robinson asked Mr. Nigro if construction was ahead of schedule. Mr. Nigro answered no.

Invoices

A Motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney and VOTED unanimously to approve the following DesignPartnership invoices #10782 - \$95,388.00 and #10783 - \$3,894.55, as recommended by the School Building Committee.

A Motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve Gilbane Co. requisition No. 16 in the amount of \$5,658,854.00, as recommended by the School Building Committee.

MSBA Project Funding Agreement Bid Agreement

A motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney and VOTED unanimously to approve the MSBA Project Funding Agreement as described on the Total Project Cost Worksheet dated June 2013, as recommended by the School Building Committee.

Status Report

Mr. Nigro submitted the Owners Project Manager Progress Report as of September 12, 2013.

Members expressed a lack of confidence that the building will be completed on time. At this time if this building is sold and the new school is not finished there is no Plan B.

Ms. Teixeira and Mrs. Sweeney agreed that the Committee should have a date in place for a contingency plan if the school is not completed on time.

Mr. Bonfanti stated that provisions could be made to the contract regarding the sale of this building.

Mr. St. Pierre suggested that this Committee delay in taking any action at this time. Mr. Nigro is scheduled to meet with Gilbane Co. in October concerning the schedule. Mr. Nigro will report back to this Committee after the meeting and the Committee could then make a decision as to what action, if any, to take.

6. There was not meeting or report by the **Essex North Shore Agricultural & Technical Foundation, Inc.**

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

Merger Transition

Mr. O'Connell reviewed the status of the Merger Transition Plan.

Mr. O'Connell reported that three qualified in-house candidates have applied for the two Associate Principal positions for the new district. Interviews are scheduled for September 23rd.

Mr. O'Connell reported that the Organizational Structure continues to be a work in progress and will be available at the October 17th meeting. The Community Relations position has been eliminated. Mr. O'Connell recommends adding the following middle management positions: STEM and Humanities Coordinators and two Career and Technical Education Coordinators. These positions will do Educator Evaluations.

Mr. O'Connell reported that Attorney Stevens provided an opinion based on the language in Chapter 463 of the Acts of 2004 concerning health insurance for the employees of the combined district. Mr. O'Connell will employ Attorney Jack McGlynn, who wrote the legislation, to assist with the health care issues.

Mr. O'Connell reported that he is investigating a partnership to provide the community to participate in and take advantage of a year-round athletic facility. This would be at no cost to the district and the company would pay rent to the district on a 30 year lease.

Mr. O'Connell stated that Open House is scheduled for October 19th from 9:00 a.m. to 12:00 p.m. at Essex Aggie.

8. Sub-Committee Reports

Finance & Property Sub-Committee

Mr. O'Connell reported that the Proposed FY14 Budget will be brought to the full Committee in October. No Action was taken on this matter this evening.

Mr. O'Connell reviewed the Options to consider with respect to the surplus assessment. Mr. St. Pierre asked for time to bring this information to Mayor Driscoll. Mr. Bonfanti, Ms. Teixeira and Mrs. Sweeney stated that their communities prefer Option 1. No action was taken on this matter this evening.

Mrs. Znamieowski reminded members that she cannot issue assessments to the communities until the Committee votes which Option will apply.

There was not meeting or report by the **District Policy Sub-Committee.**

There was no meeting or report by the **Personnel Policy Sub-Committee**. The next meeting of the Personnel Policy Sub-Committee is scheduled for October 3rd at 6:00 p.m. in the O'Malley Media Center at North Shore Technical High School.

9. Warrant

A Motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to accept the warrant of September 19, 2013 and place it on file for audit.

10. Adjourn

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

Mr. Harvey declared the meeting adjourned.

The North Shore Regional Vocational School District School Committee adjourned at 8:53 p.m.

Respectfully submitted,

Secretary

There were no meeting handouts.