

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

REGULAR MEETING

TENTATIVE MINUTES

MARCH 21, 2013

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman  
L. Bonfanti, Peabody, Secretary  
L. Siewko-Story, Department of Agriculture  
D. Cahill, Department of Agriculture  
D. Porteous, Beverly  
R. Fravel, Danvers  
D. Ketcham, Hamilton  
M. Teixeira, Gloucester  
P. Anderson, Lynnfield  
M. Sweeney, Marblehead  
B. Perkins, Rockport  
T. St. Pierre, Salem  
W. Nichols, Wenham

MEMBERS ABSENT: M. Patterson, Department of Agriculture, Vice Chairman  
M. Crowe, Boxford  
Nahant  
E. Weitzler, Middleton  
J. Sabella, Manchester  
W. Jackson, Swampscott  
C. Robinson, Topsfield

OTHERS PRESENT: D. O'Connell, Superintendent NSRVSD  
C. Worth, District Treasurer  
S. Burke, PMA  
S. Louizos, President, North Shore Educational Association  
J. Alden, Chairman, NSRVSD General Advisory Board  
S. Smith, Attorney EATHS  
J. Kimani, President, EATHS Hathorne Federation of Teachers, Local 1269  
C. Levesque, Recording Secretary

1. Call to Order

The meeting was called to order at 7:04 p.m.

2. Tentative Special Meeting Minutes of February 14, 2013 for Approval

A Motion was made by Mrs. Sweeney and seconded by Ms. Teixeira and VOTED to approve the Special Meeting Minutes of February 14, 2014 as presented. Abstentions: Dr. Patterson, Dr. Story, Mr. Robinson and Mr. Ketcham.

2a. Regular Meeting Minutes for Approval

A Motion was made by Mrs. Sweeney and seconded by Ms. Teixeira and VOTED to approve the Tentative Regular Meeting Minutes of February 28, 2013 as presented. Abstentions: Mr. Robinson and Mrs. Weitzler

3. Treasurer's Report

Mrs. Worth reviewed the February 28, 2013 Balance Sheet and Profit & Loss Statement. There was no discussion.

A Motion was made by Dr. Anderson and seconded by Mrs. Sweeney and unanimously VOTED to place the February 28, 2013 Balance Sheet on file for audit.

Essex North Shore Agricultural & Technical School Committee

March 21, 2013

*Approved:*

A Motion was made by Dr. Anderson and seconded by Mrs. Sweeney and unanimously VOTED to place the February 28, 2013 Profit and Loss Report on file for audit.

4. Communications

All communications were read and accepted.

Mr. O'Connell reported that Mr. Gilbert, MASC, is offering to meet with this Committee for the program "Charting the Course." The program is for both new and veteran school committee members. Mr. O'Connell will get dates that Mr. Gilbert is available and report back to the Committee.

Mr. Harvey reminded Committee members that if their term has expired and they have not yet been reappointed to please contact their Moderator or Mayor.

Mr. Harvey stated that he received a phone call in February from a homeowner claiming damage to their home during the construction process. He recently received a letter from the homeowner which included pictures of the damage. Mr. Harvey forwarded the letter to Mr. Nigro to follow up. Mr. Burke explained that Gilbane will follow through and Gilbane's insurance company will investigate.

5. Owner's Project Manager Report

Mr. Sean Burke reported on a few of the milestone construction items:

- Small Animal Building deck and steel detailing is complete and the concrete slab on deck has been placed.
- The cattle crossing has been completed
- Roof sections A & B have been completed and the majority of the building has sheathing.

Mr. Burke presented a slide show of the construction process to date.

Request to Award (RTA)

A Motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney and unanimously VOTED to approve the Gilbane "Recommendation to Award" (RTA) to award the contract for Toilet Partitions to Northern Corp., Fayville, MA in the amount of \$81,355.51, as recommended by the School Building Committee.

A Motion was made by Mr. St. Pierre and seconded by Dr. Anderson and unanimously VOTED to approve the Gilbane "Recommendation to Award" (RTA) to award the contract for Lockers to Northern Corp., Fayville, MA in the amount of \$158,251.95, as recommended by the School Building Committee.

A Motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney and unanimously VOTED to approve Gilbane Company Requisition #10 not to exceed \$3,179,892.00, as recommended by the School Building Committee.

The following Motion was read into the Minutes by Mr. St. Pierre and seconded by Mrs. Sweeney and unanimously VOTED to accept.

"That the vote of the Essex Agricultural and Technical High School Board of Trustees, taken on May 10, 2012, to approve the renovation of and addition to the existing Equine Barn is amended as follows:

That the Board approve the allocation of \$731,368 from the Capital Reserve Account to pay for the complete renovation of and addition to the existing Equine Barn as presented by DPC and shown on contract drawings, provided, however, that all costs, direct and indirect, incurred in connection with the renovation of and addition to the existing Equine Barn are categorically ineligible for reimbursement from the Massachusetts School Building Authority and are the sole responsibility of the Essex North Shore Agricultural and Technical School District. The Board acknowledges that the approval of funds for the renovation of and addition to the existing Equine Barn results in a Total Project Budget of \$134,501,368 for the Project at the Essex North Shore Agricultural and Technical High School."

Mr. Burke explained that the horse barn currently onsite will be renovated and this is not reimbursable by MSBA.

6. Essex North Shore Agricultural and Technical Foundation, Inc. Report – Mr. Dean Porteous  
There was no meeting. Mr. Porteous reported that the Superintendents and Ms. Sullivan, Vocational Director, will meet to finalize the brochure to solicit equipment/donations.

7. Superintendents' Report  
There was no report.

8. Sub-Committee Reports

**Finance & Property Policy**

A letter that was received from Attorney Stephen L. Smith and an excerpt of the May 24, 2012 Essex North Shore Agricultural and Technical School Committee minutes was distributed for Committee members to review.

After review Attorney Smith explained that the Board of Trustees was unaware that other revenue services were available to the district.

Mr. O'Connell stated that he and Superintendent Bourgeois kept a line item in each districts budget for non-reimbursable items and have consistently shared expenses.

Attorney Smith stated that the letter does not imply that the Board won't pay they are requesting to be provided with the following information:

- The ENSAT School Committee FY2013 budget.
- A statement providing the balance of funds presently available to the ENSAT School Committee for FY2013.
- An estimate of the ENSAT School Committee's projected revenues for the balance of 2013.
- Clarification as to which entity payment of the invoice will be made, i.e. to ENSAT of the North Shore Regional Vocational School District.

Mr. Cahill addressed how this issue came about. There are three distinct Boards – what can the ENSAT district pay; where is the line drawn and keeping the other two Boards/Committees informed.

After discussion, Mr. Bonfanti stated that he does not know where the confusion arises. Each Superintendent-Director agreed to split the cost of the non-reimbursable items.

Mr. Cahill stated that the Essex Aggie Board of Trustees and North Shore School Committee should have a clear understanding when Essex North Shore assumes financial responsibilities.

Mr. O'Connell stated that at this time Essex Aggie and North Shore Tech are doing what's best for the merger as we move forward.

Mr. Robinson stated that Mr. Cahill's point is well taken. There should be a FY14 budget for the new district.

Mr. Cahill will relay tonight's conversation to the Board of Trustees.

Mr. Bonfanti stated that the response should come from district's legal counsel. Mr. O'Connell replied that in the spirit of collaboration he did not feel the response needs to come from legal counsel.

Mr. Bonfanti stated that another option is that Mr. O'Connell could write the letter and have legal counsel put it on their letterhead.

There was no meeting or report by **District Policy**.

There was no meeting or report by **Personnel Policy**

### **Superintendent-Director Search Committee**

Mr. Porteous reported that two candidates will be interviewed for the position of Superintendent-Director for the Essex North Shore Agricultural and Technical School District.

Members of the School Committee will receive a packet which will include the initial questions that were asked, evaluations of the two candidates and their applications, resumes, recommendations and transcripts.

A Motion was made by Mrs. Weitzler and seconded by Mr. Cahill and unanimously VOTED to accept the recommendation of the Search Committee to schedule interviews on March 28, 2013 for the following:

- Dr. Edward Bouquillon – 5:30p.m. to 6:30 p.m.
- Mr. Daniel O'Connell – 7:00 p.m. to 8:00 p.m.

Mr. Harvey stated that at the conclusion of the interviews a vote for Superintendent-Director will be taken.

9. Discussion Items that Were Not Reasonably Anticipated by the Chairperson, in Accordance with M.G.L., Chapter 30A, Section 18-25  
None.

10. Warrant

A Motion was made by Dr. Anderson and seconded by Mr. Cahill and unanimously VOTED to approve the Warrant of March 21, 2013 and place on file for audit.

11. Adjourn

It was moved by Mrs. Sweeney and seconded by Mr. Cahill and VOTED unanimously to adjourn.

The Chairman declared the meeting adjourned at 8:25 p.m.

Respectfully submitted,

Secretary

### Meeting hand-outs

- Letter Received from Stephen L. Smith, Attorney at Law
- Excerpt of the May 24, 2012 School Committee Minutes