

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT  
562 MAPLE STREET, HATHORNE, MA 01937-0346

REGULAR MEETING

MINUTES

OCTOBER 9, 2014

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman  
M. Patterson, Department of Agriculture, Vice Chairman  
D. Blake, Beverly  
M. Amato, Boxford  
R. Fravel, Danvers  
M. Teixeira, Gloucester  
D. Ketcham, Hamilton  
P. Anderson, Lynnfield  
J. Sabella, Manchester  
M. Sweeney, Marblehead  
E. Weitzler, Middleton  
T. St. Pierre, Salem  
C. Robinson, Topsfield  
W. Nichols, Wenham

MEMBERS ABSENT: L. Siewko-Story, Department of Agriculture  
Department of Agriculture  
L. Bonfanti, Peabody, Secretary  
Nahant  
B. Perkins, Rockport  
W. Jackson, Swampscott

OTHERS PRESENT: D. O'Connell, Superintendent-Director  
B. Morgan, Principal  
C. Worth, District Treasurer  
C. Levesque, Recording Secretary

1. Call to Order

The meeting was called to order at 7:07 p.m. The recording secretary called the roll. It was noted that a quorum was present.

Mr. Harvey introduced and welcomed Ms. Michelle Amato, newly appointed to the school committee and representing the Town of Boxford.

2. Tentative Regular Meeting Minutes of September 11, 2014 for Approval

A motion was made by Mrs. Sweeney and seconded by Dr. Anderson and VOTED to approve the Tentative Regular Meeting Minutes of September 11, 2014 as amended: Page 1, Item 2 – *delete* Ms. Teixeira and Mrs. Weitzler and *replace* with Mr. St. Pierre and Mr Ketcham. Abstentions: Ms. Teixeira and Mrs. Weitzler.

3. Business Manager's Report

Mrs. Worth reported that in an effort to pay vendors in a timely manner the Business Office would like to run a mid-cycle warrant.

A motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney and VOTED unanimously to authorize the Business Manager to process a mid-cycle warrant, requiring signatures from three Finance Sub-Committee members.

Mr. O'Connell reported that the city/town assessments will be sent this week. Mr. O'Connell added that DESE is working collaboratively with the District and will assist in filling out the forms to assure the District receives these "Pothole" funds.

Mr. O'Connell stated that the District received less Perkins funds than expected. DESE was notified, concessions were made and funds were restored to the full amount.

#### 4. Communications

Communications included in the packet were read and accepted.

A member of the public and alumni, Mr. Matt Sirois, asked to be heard concerning the history and traditions of North Shore Technical High School and Essex Aggie faculty and students. Mr. Sirois added that he is not on social media but has learned from others that are of these concerns.

Mr. O'Connell stated that the district has no desire to erase the history or traditions of both schools. The district received the occupancy permit a few days before the new school year started and has been extremely busy getting the school year off the ground. Mr. O'Connell favors honoring the history from both schools as it is important to recognize the history and coming together as one. In the near future the administration will solicit suggestions from current faculty, students and alumni for suggestions on how to preserve the history.

Ms. Amato stated that she is on social media and has read some of the rumors that are circulating. Ms. Amato added that she appreciated Mr. Sirois coming forward this evening and sharing his concerns.

Mr. O'Connell assured Mr. Sirois that there will be no changes to scholarships that were established by Essex Aggie or North Shore Technical High School.

#### 5. Owner's Project Manager Report

Mr. St. Pierre reported that members of the School Building Committee met earlier this evening and reviewed the status of the project as of October 9, 2014. Mr. St. Pierre stated that the School Building Committee expressed frustration with the status of the fields as they were available to the contractor while the building was under construction.

##### Bleachers

Pressbox delivery and installation 10/16/2014

Bleachers complete by 10/24/2014

##### Track Area Completion

Scoreboard Foundations week of 10/13/2014

Scoreboard Installation by 10/24/2014

##### Greenhouse

Greenhouse Startup/Commissioning/Training today (10/09/2014)

##### Smith Hall

Gas meter replaced and initial heat startup today (10/09/2014). Heat Operational Week of 10/13/2014.

##### Punchlist Update

Academy Interior: 153 Items remain out of 4,942 items.

Academy Exterior: 235 Items, Work Underway

Other ongoing issues being addressed: Farmstand – Damaged panels being addressed by paver. Warranties and As-Builts will be submitted.

Other: Elevator doors, masonry cleaning in distributive dining/lobby, exterior doors/card reader access, exposed conduit throughout building, locker tag fix (scheduled to be renumbered), concrete floor finish in lower level.

#### Demo

Maude Hall demo substantially complete (final cleanup over the next week)

#### Field Schedule (weather dependent)

Irrigation ongoing

Drainage Installation 10/10 thru 10/28/2014

Sod Installation 10/24 thru 11/7/2014 (ongoing issue who pays for this. Gilbane, under protest, will install. Problem is the fields may not be available in the Spring. Mr. O'Connell stated that this could be part of liquidation.

#### Training and Closeout

Training completed: Electrical System Walkthrough; Fire Alarm; Submetering; Generator; Security Systems; HVAC Walkthrough; Controls started; Paint Booth Training is complete; Greywater 10/10/14.

#### Amendment No. 6/Invoices

A motion was made by Mr. St. Pierre and seconded by Mr. Robinson and VOTED unanimously to approve Amendment No. 6 Contract for Designer Services in the amended amount of \$9,673,089.59, as recommended by the School Building Committee.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira to approve Gilbane Co. Application #27 not to exceed \$2,665,927.89. Mr. Sabella stated that he has a problem paying Gilbane Co. and would offer that the Committee hold back payment. Mr. St. Pierre explained that if Gilbane Co. is not paid many of the sub-contractors will not get paid. After discussion, it was VOTED unanimously to approve payment of Application #27, not to exceed \$2,665,927.89, 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. Application #28 not to exceed \$2,647,083.63, 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. Application #29 not to exceed \$1,078,054.42, 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 Authorization to Proceed (ATP) in the amount of \$39,841.71, 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 Designpartnership Invoice #10927 in the amount of \$39,841.71, as recommended by the School Building Committee.

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

##### Essex Aggie Budget End of the Year Update

Mr. O'Connell reported that the auditors are completing the End of the Year Report for Essex Aggie and to date there are no liabilities and appears fiscally positive.

##### Negotiations Update

**Bus Drivers (AFSCME)** - Mr. O'Connell reported that this is the most collaborative group to negotiate with. He feels that they are close to successfully completing negotiations.

**Teachers (AFT)** – Negotiations are scheduled to continue on October 15, 2014.

### Sports Complex Update

Mr. O'Connell reported that he is working with DCAM to resolve issues with a sub-lease for the Sports Complex. He will continue to be proactive to see that this matter is successfully completed.

Mr. O'Connell recommended that the full Committee appoint a sub-committee that is experienced in building projects and rinks to review and authorize Mr. O'Connell to sign a lease for the Sports Complex when it is available.

A motion was made by Mrs. Sweeney that the Committee appoints the Superintendent-Director, Mr. Robinson, Mr. Blake and Mr. St. Pierre to review and be authorized to sign the lease agreement on behalf of the district. Mr. Nichols added that before the lease is signed the full Committee would receive an electronic copy of the lease 72 hours. Mrs. Sweeney accepts Mr. Nichols amendment and VOTED unanimously as amended.

### Sale of 30 Log Bridge Road, Middleton

Mr. O'Connell stated that the closing for the property was executed today and sold for \$4,725,000.00 which did not include legal fees. Dr. Patterson attended the closing on Mr. Harvey's behalf.

A motion was made by Mrs. Sweeney and seconded by Ms. Teixeira and VOTED unanimously to authorize Malcolm Patterson, Vice Chairman of the Essex North Shore Agricultural and Technical School District to execute and deliver a deed conveying said property as improved, a bill of sale conveying certain personal property as indentified therein, and all other documents necessary to effectuate said sale.

A motion was made by Mrs. Sweeney and seconded by Mrs. Weitzler and VOTED unanimously to enter into a Purchase and Sale Agreement, dated January 2014, with North Shore Business Center LLC, a limited liability company, having a mailing address of 189 North Main Street, Middleton, Massachusetts, for the transfer of a certain parcel of land, with all improvements, shown as Lots 2 (211,244 square feet) and "Remaining Area (8.6629 acres) on a plan entitled "Plan of Land in Middleton, Mass, property of Karl M. Huber, Robert A Huber & Daniel Sedler", Scale 1' = 50', dated August 30, 1984, by Hancock Survey Associates, Inc., which plan is recorded with the Essex South Registry of Deeds in Plan Book 194, Page 38.

A motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney and VOTED unanimously to appoint Mr. David Ketcham as Interim Clerk to sign the Clerk's Certificate of a true copy of the above vote.

Mr. O'Connell reported that demolition of 30 Log Bridge Road will begin on October 13<sup>th</sup>. Mr. O'Connell will notify district Superintendent's of a date to view surplus furniture and equipment and remove what fits their districts needs.

### School Committee Review with Mike Gilbert MASC on Superintendent Evaluation Tool

Mr. O'Connell stated that Mr. Gilbert agreed to meet with the Committee to review the Superintendent Evaluation Tool. Mr. O'Connell reported that he will have his Goals available in November.

## 7. Principal's Report

### Revisions to the 2014-15 Student Handbook

Mr. Morgan reported that the revisions to the Handbook were made for clarification purposes only. Mr. O'Connell added that the adjustments are minor.

A motion was made by Mrs. Sweeney and seconded by Mrs. Weitzler and VOTED unanimously to accept the revisions made to the 2014-15 Student Handbook.

### Admissions Policy Amendments

Mr. Morgan reviewed the amendments to the Admissions Policy. Discussion followed. Mr. Morgan stated that the amendments were approved by the Department of Elementary and Secondary Education.

A motion was made by Mrs. Sweeney and seconded by Mrs. Weitzler and VOTED unanimously to accept the amendments to the Admissions Policy.

Mr. Morgan reported that he hosted a morning and evening forum for parents. These meetings are to gather parent input and answer their questions or concerns. Mr. Morgan stated that the forums were well attended and found these to be beneficial and productive.

Upcoming Events:

October 20 to October 25, 2014 – Spirit Week

October 25, 2014 – Guided Campus Tours for parents and community 1:30 to 4:00 p.m.

October 25, 2014 – Homecoming Dance

November 15, 2014 – Open House for admissions/prospective students & parents 9:00 a.m. to 12:00 p.m.

8. New Business

Elect Official & Alternate Voting Delegates for the 2014 MASC/MASS Joint Conference

A motion was made by Ms. Teixeira and seconded by Mrs. Weitzler and VOTED unanimously to elect Mrs. Sweeney as the Official Voting Delegate for the 2014 MASC/MASS Joint Conference.

A vote was not taken by the Committee to elect an Alternate Voting Delegate.

Mr. Harvey asked if Student Representatives have been selected to the Committee. Mr. O'Connell stated that a Student Representative should be available at the next meeting.

Mr. O'Connell distributed and reviewed a proposal received from the Class of 1960 for a bench that will be purchased and donated by the Class of 1960. Mr. O'Connell met with a representative of the Class of 1960 and selected the area where the bench will be placed on school grounds.

A motion was made by Mrs. Sweeney and seconded by Dr. Anderson and VOTED unanimously to approve the proposal for a bench from the Class of 1960.

9. 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.**

10. Old Business

There was no Old Business to report.

11. Warrant

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to accept the warrant of October 9, 2014 and place it on file for audit.

12. Adjourn

A motion was made by Mrs. Sweeney and seconded by Mrs. Weitzler and VOTED unanimously to adjourn.

Mr. Harvey, Chairman, declared the meeting adjourned.

The Essex North Shore Agricultural and Technical School Committee adjourned at 8:56 p.m.

Respectfully submitted,

Secretary

*All reference documents and reports are filed in the Superintendent-Director's office.*