

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

REGULAR MEETING

MINUTES

OCTOBER 11, 2012

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. Porteous, Beverly  
M. Crowe, Boxford  
R. Fravel, Danvers  
D. Ketcham, Hamilton  
M. Teixeira, Gloucester  
J. Sabella, Manchester  
M. Sweeney, Marblehead  
E. Weitzler, Middleton  
B. Perkins, Rockport  
T. St. Pierre, Salem  
W. Jackson, Swampscott  
C. Robinson, Topsfield  
W. Nichols, Wenham

MEMBERS ABSENT: D. Cahill, Department of Agriculture  
P. Anderson, Lynnfield  
Nahant

OTHERS PRESENT: D. O'Connell, Superintendent NSRVSD  
R. Bourgeois, Superintendent-Director, EATHS  
C. Worth, District Treasurer  
K. Nigro, PMA  
C. Levesque, Recording Secretary  
Others

1. Call to Order

The meeting was called to order at 7:15 p.m.

Mr. Harvey welcomed Mr. Perkins on his appointment to the School Committee representing Rockport.

A Moment of Silence was observed for T. Frank Tyrrell, Jr. a former member of the North Shore Regional Vocational School Committee representing Danvers, who passed away on September 16, 2012.

2. Tentative Regular Meeting Minutes for Approval

It was moved by Mrs. Sweeney and seconded by Ms. Teixeira and VOTED to approve the Tentative Regular Meeting Minutes of September 13, 2012 as corrected.

Abstentions: Mr. Crowe, Mr. Ketcham, Mr. Sabella and Mr. Robinson

### 3. Treasurer's Report

Mr. O'Connell referred to an email Mrs. Znamierowski received from Mr. Peacock, CPA clarifying the issue of segregation of duties, which was discussed at the September 13<sup>th</sup> School Committee meeting.

Mrs. Worth reported that on behalf of the district she opened a money market account with \$12 million at East Boston Savings Bank with an interest rate of 1.0% interest rate. The interest earned will generate some income, which could be put toward the district's operating budget.

Mr. Bourgeois stated that Essex Agricultural also invests with East Boston Savings and earns 1.15% interest on their money market account. Mrs. Worth said she would check into the difference of the interest rate.

It was moved by Mrs. Sweeney and seconded by Mr. St. Pierre and unanimously VOTED to place the September 30, 2012 Balance Sheet on file for audit.

It was moved by Mrs. Weitzler and seconded by Mrs. Sweeney and unanimously VOTED to place the September 30, 2012 Profit and Loss Report on file for audit.

It was moved by Mrs. Sweeney and seconded by Mr. St. Pierre and unanimously VOTED to move Item 5 Out of Order.

### 5. Essex North Shore Agricultural and Technical Foundation, Inc. Report – Mr. Dean Porteous

Mr. Porteous reported that two cars were donated to the Foundation, a 1940 Packard and a 1964 Buick Lesabre, which will be auctioned on EBay. The donor stated that the money raised from the sale of these automobiles will be earmarked for the Machine Tool Technology Program.

It was moved by Mrs. Sweeney and seconded by Mr. Bonfanti and unanimously VOTED to move Item 6 Out of Order.

### 6. Superintendents' Report

Mr. O'Connell reported that he met with Superintendent Mastrocola, Peabody Public Schools and Maria Ferri, Peabody's Vocational Director to bring them up to date on the merger. Mr. O'Connell will provide Peabody with updated plans of the project. He will meet with Superintendent Mastrocola, Ms. Ferri and the Peabody School Committee on November 19th at 10:30. If any members would like to join them please contact Mrs. Levesque.

Ms. Teixeira stated that the Mayors from Gloucester and Salem have indicated that they would welcome a meeting for the same purpose as Peabody. Mr. O'Connell stated that this could be arranged.

Mr. Bourgeois reported that he received a letter from Senator Brewer indicating that the Senator introduced legislation to delay the financial responsibility for out-of-district Chapter 74 students for another year. The passing of Section 173-189 shifted the financial burden from the resident community to the vocational district. Mr. Bourgeois stated that the Commissioner of Education will organize a task force to address the non-resident issue. The task force will be made up of five vocational and five comprehensive superintendents.

### 4. Owner's Project Manager Report

Mr. Nigro reported that a major focus has been the development of the Guaranteed Maximum Price (GMP) from Gilbane Co.

Mr. Robinson asked if change orders should be rolled into the GMP to assume the cost. Mr. Nigro stated that MSBA will determine change orders eligibility for reimbursement. Mr. Robinson replied that is important as it shifts the responsibility to the cities and towns.

Ms. Teixeira asked at what percentage is the CM contingency. Mr. Nigro answered that he wants it to be at 2% or below and any savings would be returned to the district; it does not go the CM at Risk.

A motion was made by Mrs. Sweeney and seconded by Mr. St. Pierre to approve the Gilbane "Recommendation to Award" (RTA) for the following early construction package:

Elevator Bid Package not to exceed \$675,000.00 be awarded to Delta Elevator, as recommended by the School Building Committee.

Roll Call Vote:

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

No - None

Motion carries.

Fire Protection Bid Package be awarded to Hampshire Fire not to exceed \$1,438,783.00, as recommended by the School Building Committee.

Roll Call Vote:

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

No - None

Motion carries.

Window Bid Package awarded to Locked Window not to exceed \$3,188,222.00, as recommended by the School Building Committee.

Roll Call Vote:

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

No - None

Motion carries.

Mr. Nigro stated that Window bid was rebid and this company may bid on interior glazing.

A motion was made by Mrs. Weitzler and seconded by Ms. Teixeira and unanimously VOTED to approve Gilbane Co. requisition #5 in the amount of \$1,451,098.00 for 9% of the work to date based on progress of work.

Mr. Nigro reviewed the Concrete Progress to date which at this time 480 yards have been placed.

Mr. Nigro presented a slide show of the construction progress to date.

Mr. Harvey stated that he spoke to Mr. Nigro about the possibility of burying a time capsule by this year's sophomore classes from North Shore Technical High School and Essex Agricultural High School, which would be the first graduating class of the Essex Technical High School.

Mr. Harvey would also like to have the last steel beam delivered early and painted white so all sophomores could sign it. Mr. Nigro stated that it is the Ironworkers tradition to have a topping off ceremony, which will take place on December 17th. All of the ironworks sign the last steel and attach a flag and Christmas tree.

## 7. Sub-Committee Reports

### **School Building Committee**

Mr. Bonfanti distributed and reviewed the information for the Garrity and Kinsley legal firm. The School Building Committee requests the full Committee's authorization to contact with this legal firm should issues arise with sub-contractors on the project.

A motion was made by Mr. Bonfanti and seconded by Ms. Teixeira and unanimously VOTED to engage the legal firm of Garrity and Kinsley as legal counsel to the School Building Committee.

A motion was made by Mr. Bonfanti and seconded by Mrs. Sweeney and unanimously VOTED to authorize Mr. Harvey, Chairman, to sign the engagement letter with the legal firm Garrity and Kinsley.

Mr. St. Pierre commended Mr. Bonfanti for going above and beyond in securing a legal firm to represent the School Building Committee.

### **Finance & Property Policy**

Mr. O'Connell reviewed the Bond Interest and Premium with a maturity date of August 31, 2012.

Mr. O'Connell stated that interest from the bonding could supplement the hiring of a Superintendent. This is the districts money and will carry over into the next fiscal year.

Mr. Bourgeois stated that this money could be used to pay the salaries of Treasurer and Recording Secretary and other expenses. This would free up some of the expenses that both districts now include in their budgets.

It was moved by Mrs. Weitzler and seconded by Mrs. Sweeney and unanimously VOTED to approve the Bond Interest and Premium.

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

### **Personnel Policy**

It was moved by Mr. Porteous and seconded by Mr. St. Pierre and unanimously VOTED to retain the services of McLane Legal Firm to guide the Sub-Committee with the hiring of Superintendent- Director and Business Manager for the new school district.

Dr. Patterson expressed concern that the Committee was not able to interview other legal firms.

Mr. Porteous stated that this is a time sensitive matter and the new district should be represented by independent counsel for this process.

Mr. Porteous reported that at October 2, 2012 the Sub-Committee set a goal of having template job description for Superintendent available for the December 13<sup>th</sup> meeting.

8. Other

Mrs. Sweeney stated that it is the desire of the Committee to have Mr. Harvey, Chair, invite the Mayors, Town Managers, School Superintendents and/or Administrators to a general meeting to update them on the progress of the construction and organization of the school.

9. Warrant

It was moved by Mrs. Weitzler and seconded by Mr. St. Pierre and unanimously VOTED to approve the Warrant of October 11, 2012 and place on file for audit.

10. Adjourn

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

The Chairman declared the meeting adjourned at 8:56 p.m.

Respectfully submitted,

Secretary

Meeting hand-outs

- Garrity and Kinsley Background Information