

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

REGULAR MEETING

MINUTES

FEBRUARY 28, 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  
D. Porteous, Beverly  
R. Fravel, Danvers  
D. Ketcham, Hamilton  
M. Teixeira, Gloucester  
P. Anderson, Lynnfield  
J. Sabella, Manchester  
M. Sweeney, Marblehead  
B. Perkins, Rockport  
T. St. Pierre, Salem  
W. Jackson, Swampscott  
W. Nichols, Wenham

MEMBERS ABSENT: M. Crowe, Boxford  
Nahant  
E. Weitzler, Middleton  
C. Robinson, Topsfield

OTHERS PRESENT: D. O'Connell, Superintendent NSRVSD  
C. Worth, District Treasurer  
B. Morgan, Principal, NSTHS  
S. Louizos, President, North Shore Educational Association  
K. Nigro, PMA  
A. Hambridge, Gilbane Building Co.  
D. Morrow, Gilbane Building Co.  
R. Vogel, Designpartnership of Cambridge, Inc.  
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 7:02 p.m.
2. Tentative 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 January 10, 2013 as presented. Mr. Sabella, Mr. Jackson and Mr. Perkins abstained.
3. Treasurer's Report  
Mrs. Worth reviewed the November 30, 2012 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 January 31, 2013 Balance Sheet on file for audit.

Essex North Shore Agricultural & Technical School Committee

February 28, 2014  
*Approved: March 21, 2013*

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

4. Owner’s Project Manager Report

Mr. Nigro introduced Mr. Robert Vogel with Designpartnership.

Mr. Vogel reported that Designpartnership thanked the Committee for their continued support to the project.

Mr. Vogel reported that the rainwater reuse collection tanks have been installed. They have met with members of the Middleton and Danvers Police to coordinate security protocol. The equipment for the farmstead has been finalized and the estimates they have received are lower than expected.

Mr. Vogel introduced Mr. David Morrow with Gilbane. Mr. Morrow reported that Gilbane have been working to insure safety with the approximate 120 trades’ people during the inclement weather. Mr. Morrow stated that a large amount of top soil, much more than expected, has been excavated by Mannafort Bros. Mannafort is working on another project which they may be able to swap the soil materials at next to no cost. The swapping of soil could result in a \$500,000 to \$600,000 savings.

Mr. Hambridge of Gilbane reported on the construction progress to date:

- Over 110,000 cubic yards of top soil have been moved.
- 8,010 cubic yards of structural concrete has been placed
- 99% of structural steel work has been completed
- Over three miles of underground conduit has been installed

Mr. O’Connell stated that he has seen a significant difference in the team approach since Mr. Morrow and Mr. Hambridge have become part of the team.

Authorization to proceed (ATP)

Mr. Nigro explained that ATP is utilized in order to expedite work and avoid delays.

A Motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and unanimously VOTED to approve the Gilbane ATP for the following construction package and as recommended by the School Building Committee:

	Value
ATP #44 – Utilize pro-press copper joint system for water distribution	<\$5,000.00>
ATP #47 – Delete concrete pad under ERV-5	<\$1,687.00>
ATP #48 – Provide additional 6 feet of concrete site wall	\$2,009.00
ATP #49 – Tack room foundation revisions	\$1,450.00
ATP #51 – Reconciliation of Phase 1 abatement	\$3,709.00
ATP #53 – Delete 2-line rail at animal barn	<\$2,054.00>
ATP #55 – Delete concrete pad under RTU-2	<\$2,312.00>

Request to Award (RTA)

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

Bid Package 02C: Site Improvements	\$3,200,000.00
Bid Package 08C: Glass and Glazing	450,674.00
Bid Package 08D: Overhead Doors	161,633.00
Bid Package 09C: Flooring: Carpet and Epoxy	237,275.00
Bid Package 09C: Wood Athletic Flooring	169,775.00

Mr. Nigro showed the construction progress on screen i.e. concrete summary, steel progress, etc.

5. Communications  
All communications were read and accepted.
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. Mr. O'Connell congratulated Mr. Bourgeois for his new position with the Boston Public School System.
8. New Business  
Mr. Harvey stated that he has assigned Mr. Russell Fravel to the Personnel Sub-Committee. Mr. Fravel fills the Nahant position, which remains unoccupied
9. Sub-Committee Reports  
There was no meeting or report by **District Policy**.

### **Finance & Property Policy**

**February 7, 2014 Meeting Report** – Dr. Anderson reported that there was no action taken at this meeting.

### **Personnel Policy**

**February 7, 2014 Meeting Report** - Mr. Porteous reported that four applications were received for the Superintendent-Director position and met the deadline date of February 1, 2013. All applicants reside in-state and one candidate is an in-house candidate.

Applications received:

Mr. Daniel O'Connell, currently Superintendent-Director NSRVSD, – required materials included: transcripts, letters of recommendation, cover letter, resume and licensure.

Heidi T. Riccio, currently employed at Greater Lawrence. Required materials included: letters of recommendation, cover letter, resume and licensure. Transcripts will be sent separately.

Edward A. Bouquillon, Ph.D., currently Superintendent at Minuteman. Required materials included: resume, transcripts, letters of recommendation and licensure.

Thomas Cavanaugh, Dean of Students at Blue Hills. Required materials included: resume, transcripts, letters of recommendation, licensure and transcripts.

Mr. Harvey stated that he has notified candidates by email that their packets were received.

Mr. Porteous reported that the Search Committee will adhere to Superintendent-Director Timeline that was adopted by the full School Committee at the January 10<sup>th</sup> meeting.

Ms. Teixeira recommended that a Special Meeting of the Essex North Shore Agricultural and Technical School Committee be scheduled for February 14, 2013. The sole purpose of the Special Meeting is to recommend that the full School Committee approve members of the Sub-Committee to act as the Search Committee for the Superintendent-Director search.

The applications were opened and reviewed. Mrs. Levesque will scan the applicants' packets and email them to members of the Essex North Shore Superintendent Search Sub-Committee.

**February 14, 2013 Meeting Report** - The Search Committee is scheduled to meet on February 28<sup>th</sup> at 6:00 p.m. for the purpose of developing interview questions. If School Committee members have questions that

they would like to be considered, please email them to Mr. Porteous. Attorney Charla Stevens will review the interview questions.

The Search Committee will recommend that the full School Committee approve interviewing Superintendent-Director candidates on March 6, 2013 and March 7, 2013.

#### **Merger Activities Temporary Sub-Committee**

Dr. Patterson reported that the Sub-Committee has completed their assignment to develop a Merger Transition Plan and thanked Ms. Teixeira, Mr. Perkins, Mr. Crowe and Superintendents O'Connell and Bourgeois for their commitment to the process.

Dr. Patterson encouraged members to review the Merger Transition Plan that is included in their packet.

10. Discussion Items that Were Not Reasonably Anticipated by the Chairperson, in Accordance with M.G.L., Chapter 30A, Section 18-25  
Mr. O'Connell reported that he and Mr. Porteous met with Mr. Ira Singer, Middleton Town Administrator to discuss the sale of the property. A letter was sent to Mr. Singer from Mr. Harvey, Chair, requesting the Town notify the District of their intention with respect to the property no later than June 15, 2013.
11. Warrant  
A Motion was made by Dr. Anderson and seconded by Mrs. Sweeney unanimously VOTED to approve the Warrant of February 28, 2013 and place on file for audit.
12. Adjourn  
It was moved by Mrs. Sweeney and seconded by Mr. Teixeira and VOTED unanimously to adjourn.

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

Respectfully submitted,

Secretary

Meeting hand-outs

- None