

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

REGULAR MEETING

MINUTES

MARCH 22, 2012

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman  
L. Siewko-Story, Department of Agriculture  
D. Porteous, Beverly  
M. Crowe, Boxford  
M. Teixeira, Gloucester  
D. Ketcham, Hamilton  
P. Anderson, Lynnfield  
M. Sweeney, Marblehead  
T. St. Pierre, Salem  
W. Jackson, Swampscott  
W. Nichols, Wenham

MEMBERS ABSENT: M. Patterson, Department of Agriculture, Vice Chairman  
L. Bonfanti, Peabody, Secretary  
D. Cahill, Department of Agriculture  
R. Fravel, Danvers  
J. Sabella, Manchester  
E. Weitzler, Middleton  
Nahant  
Rockport  
C. Robinson, Topsfield

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

1. Call to Order

The meeting was called to order at 7:05 p.m.

2. Tentative Regular Meeting Minutes for Approval

It was moved by Ms. Sweeney and seconded by Ms. Teixeira and VOTED to approve the Tentative Regular Meeting Minutes of March 1, 2012 as presented. Mr. Crowe, Mr. Ketcham and Ms. Sweeney abstained.

3. Treasurer's Report

Ms. Worth reported that all MSBA submissions are current and \$216,000 was received from DCAM in February.

It was moved by Dr. Anderson and seconded by Ms. Sweeney and unanimously VOTED to place the February 29, 2012 Balance Sheet on file for audit.

It was moved by Dr. Anderson and seconded by Mr. St. Pierre and unanimously VOTED to place the February 2012 Profit and Loss Report on file for audit.

Ms. Worth reported that three proposals for FY 11 and FY 12 audits have been sent out. The deadline date to respond is April 3, 2012.

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

Mr. Nigro informed the committee of the project status to date:

- Resolved permitting/jurisdictional question. DCAM to have jurisdiction over plumbing, building, and general permitting.
- Submitted informational drawing and project details sets to Danvers Planning Board – to be utilized for public presentation and project update.
- Continue to meet with Danvers Technical Advisory Committee (TAC)
- Finalized site and project phasing plan meetings with CMR, DPC and district representatives.
- Completed 60% CD plans, specifications and estimates.
- Received Trade Contractor SOQ Prequalification Packages.
- The bid packets for steel, site and concrete are complete and have gone out. There was a delay in the site bid packet, which has been updated and should be delivered March 23, 2012.
- Continue to meet with Executive Leadership Committee: MSBA, DCAM, DesignPartnership, Gilbane and Superintendents.

Mr. Nigro stated that the Town of Danvers Electric Light Division requested a change in routing of Farmstead power utilities from overhead to underground. Danvers to provide transformer and routing information ASAP for inclusion in site bidding package.

#### 5. 501(c)3 Update – Mr. Dean Porteous

Mr. Porteous reported that Ms. Sullivan and the Committee are creating informational packets/brochure on each program offered at Essex Aggie and North Shore Technical High School.

#### 6. Superintendents' Report – Mr. O'Connell

Mr. O'Connell stated that his report was included with the Mr. Nigro's report.

#### 7. New Business – Sub-Committee Assignments

Mr. Porteous asked for the status of naming the new high school, school colors, mascot, etc. After discussion, he was told that the Athletic Director's at both schools are collaborating on the school colors for uniforms, etc. Mr. Morgan, Principal, North Shore Technical High School and Mr. Vercellone, Asst. Principal, Essex Agricultural High School, have met separately with students for the purpose of naming the new high school, etc. Mr. Morgan and Mr. Vercellone will bring the Tech and Aggie students together soon to generate conversation. Mr. Vercellone stated that steady progress is being made. Mr. O'Connell stated that he feels confident that options will be available at the April School Committee meeting.

#### 8. Sub-Committee Reports

There was no meeting or report by **Finance & Property Policy**.

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

There was no meeting or report by **Personnel Policy**. Mr. Porteous stated that a Personnel Policy Sub-Committee meeting would be scheduled soon. Mr. O'Connell stated that revisions are being made to the Draft Organizational Flow Chart for the new school.

Discussion followed concerning the hiring process for the new school. Mr. Harvey stated that discussion for the process should begin soon.

Mr. O'Connell stated that the union contracts for Essex Aggie and North Shore Regional expire in June 2013.

9. Other

There was no discussion.

10. Warrant

It was moved by Dr. Anderson and seconded by Ms. Sweeney and unanimously VOTED to approve the Warrant of March 22, 2012 and place on file for audit.

11. Adjourn

It was moved by Ms. Sweeney and seconded by Mr. St. Pierre and VOTED unanimously to adjourn.

The Chairman declared the meeting adjourned at 8:05 p.m.

Respectfully submitted,

Secretary

Trade Contract RFQ Holders