

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

REGULAR MEETING

MINUTES

APRIL 26, 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
R. Fravel, Danvers
M. Teixeira, Gloucester
D. Ketcham, Hamilton
P. Anderson, Lynnfield
M. Sweeney, Marblehead
E. Weitzler, Middleton
T. St. Pierre, Salem
W. Jackson, Swampscott
C. Robinson, Topsfield
W. Nichols, Wenham

MEMBERS ABSENT: D. Cahill, Department of Agriculture
M. Crowe, Boxford
J. Sabella, Manchester
Nahant
Rockport

OTHERS PRESENT: D. O'Connell, Superintendent-Director, NSRVSD
R. Bourgeois, Superintendent-Director, C. Worth, District Treasurer
B. Morgan, Principal, NSTHS
C. Carroll, PMA
C. Levesque, Recording Secretary
Others

1. Call to Order

The meeting was called to order at 7:10 p.m.

2. Tentative Regular Meeting Minutes for Approval

It was moved by Dr. Anderson and seconded by Ms. Teixeira and VOTED to approve the Tentative Regular Meeting Minutes of March 22, 2012 as presented. Dr. Patterson, Mr. Bonfanti, Mr. Fravel, Ms. Weitzler and Mr. Robinson abstained.

3. Treasurer's Report

It was moved by Dr. Anderson and seconded by Ms. Sweeney and unanimously VOTED to place the March 31, 2012 Balance Sheet on file for audit.

It was moved by Dr. Anderson and seconded by Ms. Sweeney and unanimously VOTED to place the March 31, 2012 Profit and Loss Report on file for audit.

Essex North Shore Agricultural & Technical School Committee

April 26, 2012
Approved: May 24, 2012

Ms. Worth reported that she received two proposals to perform audits for FY 11 and FY 12 and asked the Committee for guidance and protocol. The Finance and Policy Sub-Committee will review the proposals and have a recommendation at the May 24, 2012 meeting for the full School Committee.

4. Owner's Project Manager Report

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

- Completed 60% CD plans, specifications and estimates.
- 60% to 90% estimate development and VM sessions continue.
- Reviewed and approved additional VM changes with Superintendents (On-going).
- Continue to meet with Danvers Technical Advisory Committee (TAC)
- Finalized site and project phasing plan meetings with CMR, DPC and district representatives.
- Received Trade Contractor SOQ Prequalification Packages.
- The bid packets for steel, site and concrete are complete and had gone out. There was a delay in the site bid packet, which has been updated.
- Continue to meet with Executive Leadership Committee: MSBA, DCAM, DesignPartnership, Gilbane and Superintendents.

Mr. Carroll reported that during the site bid package process, numerous questions relative to scope and grading were identified. It was determined by the project team that an addenda should be issued and the bid date extended to April 20, 2012.

The issue of permitting jurisdiction has been resolved with the exception of electrical. The Town of Danvers will provide electrical inspections. The electrical permit fee may be reduced at the Danvers Town Meeting in May.

School Building Committee Report

A motion was made by Mr. Bonfanti and seconded by Mr. St. Pierre and unanimously VOTED to approve the Amendment #1 from Gilbane Building Company that authorizes Gilbane to proceed with early construction, site mobilization and start of incurrence of cost associated with General Conditions, General Requirements, Bonds and insurance costs associated with Construction and initiate incurrence of CM Fee.

The authorized value under Amendment #1 to the Gilbane CM Contract is \$11,204,043.00, which brings the total current contract value to \$11,429,043, as recommended by the School Building Committee.

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

Bid Package #02A – Site Work in the amount of \$10,234,000.00 to be awarded to Manafort Brothers Incorporated. It is further recommended that Alternate #1 be rejected, that Alternate #2 be accepted; that Alternate #3A be put on "Hold" for a period of up to 60 days; that Alternate #3B be put on "Hold" for a period of up to 60 days; that Alternate #3C be put on "Hold" for a period of up to 60 days. Total RTA Value to be approved to be \$10,189,000.00 inclusive of accepted Alternate(s) #2, as recommended by the School Building Committee.

A motion is made by Mr. Bonfanti and seconded by Mr. St. Pierre and following discussion, unanimously VOTED to approve the Gilbane "Recommendation to Award" (RTA) for the following early construction packages:

Bid Package #03A – Cast in Place Concrete in the amount of \$6,810,008.00 to be awarded to Francis Harvey & Sons. It is further recommended that Alternate #1 be rejected and Alternate #2 be accepted.

Total RTA Value to be approved to be \$6,745,592.00 inclusive of accepted Alternate #2, as recommended by the School Building Committee.

Mrs. Sweeney stated that she has learned that Francis Harvey & Sons may not meet Gilbane's financial requirements. Mr. Bourgeois stated that at this point in time the company has not met the financial requirements, but Gilbane has worked with this company in the past and does expect they will qualify.

Mr. O'Connell asked Mr. Carroll to make Mr. Kevin Nigro and appropriate Gilbane representatives aware of Mrs. Sweeney's concerns. Mr. Carroll stated that he would.

A motion is made by Mr. Bonfanti and seconded by Mr. St. Pierre and unanimously VOTED to approve the Gilbane "Recommendation to Award" (RTA) for the following early construction package:

Bid Package #05A – Structural Steel in the amount of \$5,362,000.00 to be awarded to Canatal Industries. It is further recommended that Alternate #2 be rejected, that Alternate #1, #3 and #4 be put on "Hold" for a period of up to 60 days. Total RTA Value to be approved to be \$5,362,000.00 with no accepted Alternates at this time, as recommended by the School Building Committee

Mr. O'Connell apologized to the Committee for the short notice for the votes, but these were just put together at a meeting earlier today. Future meetings with DCAM, MSBA, OPM, DesignPartnership and Superintendents will be scheduled a week before this School Committee meetings.

5. 501(c)3 Update – Mr. Dean Porteous

Ms. Sullivan, Vocational Director, reported that the 501c3 Committee is working on an Informational Brochure. Each program offered at both schools will be represented in the brochure and a chart for naming rights within the new school will be included.

Ms. Sullivan reported that a 1964 Buick LeSabre owned by a private collector was anonymously donated to the Foundation to auction and funds earned will be earmarked for Automotive Technology and/or Collision Repair programs.

The next 501c3 meeting is scheduled for May 1, 2012 at 5:00 p.m. in the Administration Building conference room.

Ms. Sullivan reminded the Committee that the Second Annual Essex North Shore Agricultural Technical Foundation Inc. - John Flibotte Golf Tournament is scheduled for Monday, July 16th at Ferncroft Country Club in Middleton.

6. Superintendents' Report – Mr. O'Connell

Mr. Bourgeois stated that a Finance Sub-Committee meeting is scheduled for May 24th, 6:00 p.m. at Essex Aggie. The full School Committee meeting will follow at 7:00 p.m.

7. Old Business

Mr. Morgan reported he met with four class officers from each school and Mr. Vercellone, Asst. Principal, for the purpose of discussing and making a recommendation to the School Committee the name of the new school. The students voted and the two recommendations are: *Hathorne Technical Academy and Hathorne Vocational and Agricultural Academy*. The students agreed that the school colors will be blue, green and white and the mascot is a Hawk.

Mr. Bourgeois stated that naming schools is an opportunity to brand and create its own identity. Mr. O'Connell agreed that all regional schools find some sort of brand in naming their schools. Both Superintendents offered a third alternative *Hathorne Technical High School*.

Mr. Robinson asked if it was necessary for Mr. Morgan to take the Superintendents' recommendation back to the students. Mr. O'Connell stated that the students were aware they were only making recommendations to the Committee.

Ms. Sweeney commented that Hathorne vs. Hawthorne is confusing and that the students attending are from Essex County not Hathorne.

It was pointed out that athletic uniform consistency is important, as some sports programs are wearing Essex Aggie uniforms and others are wearing North Shore Tech.

Ms. Teixeira stated that this item is not an agenda item and should not be discussed.

Mr. St. Pierre asked what the Chairman suggests. Mr. Harvey stated that the Committee should think about the names discussed. Other names for consideration should be emailed to Mrs. Levesque and she will forward to the Committee, as informational only, before the May 24th meeting.

Ms. Weitzler expressed her appreciation to the students for their proposals.

8. Sub-Committee Reports

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

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

Personnel Policy

Mr. Porteous stated that the School Committee is responsible for hiring the Superintendent and Business Manager. It is necessary to ascertain the future intentions of four employees: the Superintendents school and the Business Managers of each school. These are positions that must be in place prior to the July 1, 2014 date when the current districts have expired. A budget for FY'15 will need to be approved prior to the scheduled 2013 Town Meetings.

A motion was made by Mr. Porteous and seconded by Ms. Sweeney and unanimously VOTED to approve that Mr. Porteous will send a letter of intent to the parties involved asking for a response by June 30, 2012.

Mr. Porteous also noted that it is necessary to retain legal counsel for the new District. He will ask for recommendations from the two Superintendents.

Mr. O'Connell and Mr. Bourgeois are in the process of revising the Organizational Flow Chart

9. Other

There was no discussion.

10. Warrant

It was moved by Dr. Anderson and seconded by Ms. Teixeira and unanimously VOTED to approve the Warrant of April 26, 2012 and place on file for audit.

11. Adjourn

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

The Chairman declared the meeting adjourned at 8:30 p.m.

Respectfully submitted,

Secretary

Items distributed at meeting:

- Owner's Project Manager Status Report
- Tentative Regular Meeting Minutes of March 22, 2012