

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL COMMITTEE

REGULAR MEETING

MINUTES

JUNE 23, 2011

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
D. Ketcham, Hamilton
P. Anderson, Lynnfield
M. Sweeney, Marblehead
R. Fravel, Danvers
E. Weitzler, Middleton
T. St. Pierre, Salem
W. Jackson, Swampscott
M. Cullinan, Nahant

MEMBERS ABSENT: D. Cahill, Department of Agriculture
G. Small, Rockport
M. Teixeira, Gloucester
J. Sabella, Manchester
C. Robinson, Topsfield
W. Nichols, Wenham

OTHERS PRESENT: R. Bourgeois, Superintendent-Director, EATHS
M. Kroesser, Assistant Superintendent, NSRVSD
C. Worth, Treasurer
K. Nigro, PMA
C. Levesque, Recording Secretary
Others

1. Call to Order

The meeting was called to order at 7:07 p.m.

2. Tentative Regular Meeting Minutes for Approval

A motion was made by Ms. Sweeney and seconded by Mr. St. Pierre and VOTED to approve the Tentative Regular Meeting Minutes of May 26, 2011 as amended:

Page 2, 1st sentence *delete bond* and *insert general*

Mr. Ketcham, Hamilton representative, abstained.

3. Treasurer's Report

Ms. Worth reviewed the July 2010 through May 2011 Profit and Loss Report and the Balance Sheet as of May 31, 2011. There was no discussion or questions by members of the Committee.

Ms. Worth reported the District has received funds from MSBA and she is now able to pay outstanding invoices.

Ms. Worth, Ms. Znamierowski, Business Manager, NSRVSD; Mr. Malonson, Business Manager, EA; and Mr. Nigro recently attended a training at MSBA to utilize the ProPay system. Through its “pay-as-you-build” Progress Payment System, the MSBA reimburses districts for eligible project costs during construction. After the district enters into a Project Funding Agreement with the MSBA and submits project costs the MSBA audits the submitted invoices and reimburses the district for its share of eligible project costs. Typically payments are made within 15 days of receiving a complete reimbursement request.

A motion was made by Dr. Anderson and seconded by Ms. Sweeney and unanimously VOTED to place the Warrant of June 23, 2011 on file for audit.

4. Owner’s Project Manager Report

Mr. Nigro reported that he has been working to finalize documents for reimbursement, project schedule, traffic studies, selection of CMR firm, authorization for bonding and Capital Budget and Maintenance forms. Mr. Nigro thanked Mr. Bourgeois and Mr. O’Connell for their due diligence in completing and submitting the required paperwork.

Mr. Nigro stated that the following votes are requirements for bonding and to affirm that Mr. Harvey is the Eligible Applicant for the project.

A motion made by Ms. Sweeney and seconded by Dr. Anderson and vote taken by Roll Call:

That George Harvey, Chair of the Regional District School Committee of the Essex North Shore Agricultural and Technical School District (the “District”), is authorized to execute and deliver a Project Funding Agreement between the District and the Massachusetts School Building Authority (“MSBA”) relating to a school construction grant to be paid by the MSBA to the District on account of the construction of the new High School, which Project Funding Agreement shall be in substantially the form presented to this meeting, with such additions, deletions and revisions as shall, as he shall, by his signature thereto, approve.

Roll Call Vote:

Yes –

Dr. Story, Mr. Porteous, Mr. Crowe, Mr. Fravel, Mr. Ketcham, Dr. Anderson, Ms. Sweeney, Ms. Weitzler, Mr. Cullinan, Mr. Bonfanti, Mr. St. Pierre, Mr. Jackson, Dr. Patterson, Mr. Harvey, Ch.

No –

None

Motion carries unanimously.

A motion was made by Mr. Bonfanti and seconded by Ms. Sweeney and vote taken by Roll Call:

I, the Secretary, of the Essex North Shore Agricultural and Technical School District School Committee (the “Committee”), certify that at a meeting of the Committee held June 23, 2011, of which meeting all members of the Committee were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the Committee in my custody:

Voted: to approve the sale of a \$2,000,000 1.25 percent General Obligation Bond Anticipation Note (the “Note”) of the District dated June 29, 2011, and payable August 31, 2011, to Eastern Bank at par and accrued interest.

Further Voted: that in connection with the marketing and sale of the Note, the preparation and distribution of a Preliminary Official Statement dated June 23, 2011, and a final Official Statement dated June 23, 2011, each in such form as may be approved by the District Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the District Treasurer and the Chairman of the Committee be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the District, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that each member of the Committee, the District Secretary and the District Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that (i) the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town or City Clerks (as applicable) of each of the member municipalities of the District (collectively, the “Municipal Clerks”) and copies thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal buildings in which the offices of the Municipal Clerks and the District Secretary are located, at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Notes were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended; and (ii) notice of the meeting was given to each member of the Committee in accordance with the District’s By-laws adopted on January 6, 2011.

Roll Call Vote:

Yes –

Dr. Story, Mr. Porteous, Mr. Crowe, Mr. Fravel, Mr. Ketcham, Dr. Anderson, Ms. Sweeney, Ms. Weitzler, Mr. Cullinan, Mr. Bonfanti, Mr. St. Pierre, Mr. Jackson, Dr. Patterson, Mr. Harvey, Ch.

No –

None

Motion carries unanimously.

Mr. Bourgeois reported on the areas that have recently taken place i.e. Farmstead phasing plan; meetings with engineers and Danvers officials to determine if sufficient cable, electric, phone, etc; evaluation of buildings; renewable energy grants.

Mr. Nigro reported on the process to select the CM@R firm. The prequalification selection sub-committee will meet at Essex Aggie on June 30th to interview the four firms.

5. 501(c)3 Update – Mr. Dean Porteous

Mr. Porteous distributed and reviewed the Director List for the 501c3.

After elections of officers for the Foundation sub-group will be formed to explore naming rights i.e. what can be named and the appropriate cost.

Mr. Porteous stated that all funds raised at this year’s golf tournament are earmarked for a very specific fund i.e. Student Activities and Student Scholarships.

6. Superintendents' Report – Mr. Roger Bourgeois and Ms. Mary Kroesser, Asst. Superintendent

Mrs. Kroesser reported that the second round of design meeting with Design Partnership, vocational, agricultural, academic teachers and administrators have begun. She stated that Design Partnership has been very responsive to which Mr. Bourgeois agreed.

Meetings will be planned with Design Partnership and teachers in September to fine tune the prints, final cost estimate, etc.

Mr. Bourgeois reported stated that the teachers and administrators have been phenomenal working above and beyond during the design process.

7. Sub-Committee Reports

There was not meeting or report by **District Policy**.

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

There was no meeting or report by **Personnel Policy**

8. Other

Mr. Harvey thanked Dr. Patterson for standing-in as Chair, Pro Tem, at the May 26, 2011 meeting.

9. Adjourn

It was moved by Dr. Anderson and seconded by Ms. Sweeney and VOTED unanimously to adjourn.

The Chairman declared the meeting adjourned at 8:10 p.m.

Respectfully submitted,

Secretary

List of Meeting Handouts:

- Status Report: May 12, 2011 (PMA Consultants)
- Tentative Minutes of April 28, 2011