

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

REGULAR MEETING

MINUTES

DECEMBER 1, 2011

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman
M. Patterson, Department of Agriculture, Vice Chairman
M. Crowe, Boxford
D. Ketcham, Hamilton
J. Sabella, Manchester
P. Anderson, Lynnfield
M. Sweeney, Marblehead
E. Weitzler, Middleton
T. St. Pierre, Salem
W. Jackson, Swampscott
W. Nichols, Wenham

MEMBERS ABSENT: L. Bonfanti, Peabody, Secretary
L. Siewko-Story, Department of Agriculture
D. Cahill, Department of Agriculture
D. Porteous, Beverly
R. Fravel, Danvers
M. Teixeira, Gloucester
M. Cullinan, Nahant
Rockport
C. Robinson, Topsfield

OTHERS PRESENT: R. Bourgeois, Superintendent-Director, EATHS
D. O'Connell, Superintendent-Director, NSRVSD
M. Kroesser, Asst. Superintendent, NSRVSD
C. Worth, Treasurer
K. Nigro, PMA
R. Vogel, Design Partnership
C. Levesque, Recording Secretary
Others

1. Call to Order

The meeting was called to order at 7:00 p.m.

2. Tentative Regular Meeting Minutes for Approval

It was moved by Mrs. Sweeney and seconded by Mr. St. Pierre and unanimously VOTED to approve the Tentative Regular Meeting Minutes of September 22, 2011 as presented.

It was moved by Mrs. Sweeney and seconded by Mr. St. Pierre and VOTED to approve the Tentative Regular Meeting Minutes of October 27, 2011 as presented. Mrs. Sweeney, Dr. Story and Mr. Cahill abstained.

3. Treasurer's Report

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

It was moved by Dr. Anderson and seconded by Mr. St. Pierre and unanimously VOTED to place the September 30, 2011 Balance Sheet on file for audit.

It was moved by Dr. Anderson and seconded by Mrs. Sweeney and unanimously VOTED to place the September 30, 2011 Profit and Loss Report on file for audit.

It was moved by Dr. Anderson and seconded by Mrs. Sweeney and unanimously VOTED to place the October 2011 Balance Sheet on file for audit.

It was moved by Dr. Anderson and seconded by Mrs. Sweeney and unanimously VOTED to place the October 31, 2011 Profit and Loss Report on file for audit.

Mrs. Worth reported that General Liability Insurance policies for School Committee members. She stated that the premium for 1 million dollar General Liability and 1 million dollar Legal Liability policies is \$500.00 for each.

It was moved by Mr. Porteous and seconded by Mr. Fravel and unanimously VOTED that Mrs. Worth will secure General Liability and Legal Liability policies for 1 million dollars coverage for members of the Essex North Shore Agricultural and Technical School Committee.

Mr. Fravel asked if coverage was for aggregate or occurrence. Ms. Worth responded that it was per occurrence.

4. Owner's Project Manager Report

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

- 100% Design Development and supporting documents will be submitted to MSBA next week.
- Additional Haz Mat testing at Berry Hall resulted in the discovery of PCB containing paint in several areas throughout the school. More extensive testing on all paint through the building will be done to determine the extent of contamination.
- The Danvers Town Manager and Counsel continue to develop negotiated building and electrical permit fee for the project.
- The ENF was submitted to the State concerning the potential wetlands filling. Design efforts continue to move required access road far enough away from the wetlands to avoid filling requirement.
- A species specialist is being consulted to determine the extent of work needed to protect sparrows. Report to be issued after Review in January 2012

Discussion followed regarding necessary cuts to the project. Mr. Harvey stated that both Superintendents' have insured that educational space was not compromised.

Dr. Patterson stated that he appreciates being kept up to date on the status of the project, as it assists him with his report to the Essex Agricultural Board of Trustees. He added that the Superintendents' level and concern for education vs. dollar is commendable.

Mr. Bourgeois thanked Mr. Colli, Mr. Nigro and Mr. Vogel for a team effort during a critical juncture in the project.

Mr. O'Connell stated that Ms. Sullivan, Vocational Director, and teachers review the plans and take an active role in making adjustments.

Mr. Nigro stated that Mr. Taylor, Essex Aggie Farm Manager, was extremely instrumental in assisting him with necessary documents for the ENF.

5. 501(c)3 Update – Mr. Dean Porteous

There was no meeting or report.

6. Superintendents' Report – Mr. O'Connell and Mr. Bourgeois

Mr. Bourgeois reported that there was an Outreach Community Meeting on November 30, 2011. Approximately 30-40 attended and expressed concern regarding traffic. DCP will work with their traffic study consultants to alleviate the concerns. Mr. Bourgeois stated that future meetings will be scheduled with abutters to address their concerns and to keep them informed of the project's status.

Discussion followed as to making Rte 62 into 2 lanes – one for entering and exiting the school. Mr. Bourgeois replied that that could not be done. An alternative is to make two entrances to the school or maybe add a timed signal to allow buses to exit at intervals.

Mr. O'Connell reported that the MSBA/DCAM leadership meetings have been very positive.

The Peabody School Committee invited Mr. O'Connell and Mr. Bourgeois to their December 13th meeting and they will attend.

7. Sub-Committee Reports

District Policy

Mrs. Kroesser informed the Committee that she and Mrs. Levesque met with Mr. Gilbert, MASC, in November to arrange for the development of a Policy Manual for the new district. All of the requested documents i.e. Policy Manuals, Contracts, Employee and Student Handbooks will be submitted to MASC in January and she expects meetings with MASC to begin March or April.

Finance & Property Policy

Mr. O'Connell referred to the letter received from the Massachusetts Department of Elementary and Secondary Education informing the North Shore Regional Vocational School District will receive \$6,800. This reflects the addition of Peabody to the Regional District. Mr. O'Connell and Mr. Bourgeois recommend that the \$6,800 go towards Peabody's assessment.

It was moved by Dr. Anderson and seconded by Mr. Porteous to place this item at the next Finance and Property meeting.

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

8. Other

Mr. Harvey stated that the By-Laws for the new district state that officers are to be elected January 12, 2012. The Essex North Shore Agricultural and Technical School Committee will meet after the Annual Dinner on January 12, 2012 to nominate officers and reappoint District Treasurer and Recording Secretary.

9. Warrant

It was moved by Dr. Anderson and seconded by Mrs. Sweeney and unanimously VOTED to approve the Warrant of September 22, 2011 and place on file for audit.

It was moved by Dr. Anderson and seconded by Mrs. Sweeney and unanimously VOTED to approve the Warrant of October 27, 2011 and place on file for audit.

10. Adjourn

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

The Chairman declared the meeting adjourned at 8:20 p.m.

Respectfully submitted,

Secretary

Meeting Hand-Outs

November, 2011 Status Report (K. Nigro)