

PLEASE POST – NOTICE OF PUBLIC MEETING

Essex North Shore Agricultural and Technical School District
Finance Subcommittee

562 Maple Street
Hathorne, Massachusetts 01937
Smith Hall Conference Room

Wednesday, April 6, 2016
5:30 p.m.

Agenda

1. *Call to Order*
2. *Child Care Center Bid*
Administrative Recommendation: Recommend awarding of Bid 2016-2 Leasing of Space for a Child Care Center to Peas in a Pod, Inc. of Saugus (sole bid response) per financial conditions in their bid; subject to successful contract negotiations.
3. *Audit Report – Student Activities*
Administrative Recommendation: The Melanson Heath Audit Report (Student Activities) was referred to the Finance Subcommittee by the School Committee for necessary action(s).
4. *Dental Insurance*
Administrative Recommendation: The administration recommends utilizing Metlife for employee voluntary dental insurance per conditions specified in their proposal.
5. *Wakefield Movers*
The administration will update subcommittee members on this issue.
6. *Water Use Mitigation Program (WUMP) Fee*
The administration will update subcommittee members on this issue.
7. *Outside Projects*
Administrative Recommendation: The administration recommends approval for an Application for Building Project at the Grand Army of the Republic Memorial in Manchester, Massachusetts.
8. *Approval of Meeting Minutes*
The Subcommittee will consider approval of meeting minutes for the Finance Subcommittee meeting of Wednesday, March 2, 2016.
9. *Financial Statements*
Administrative Recommendation: To approve financial statements for January 31, 2016. If approved, the statements will be placed on file for audit.
10. *Acceptance of Donations*
Administrative Recommendation:
 - a. To accept the donation of a 2005 Dodge Durango from Mr. Eric B. Leete of Danvers to the Automotive Technology program.
 - b. To accept the donation of miscellaneous electrical materials from Mr. James Howard of Lynn with an estimated value of \$1,000 to the Electrical Program.
 - c. To accept the donation of miscellaneous electrical materials from Moynihan Lumber of Beverly with an estimated value of \$1,600 to the Electrical Program.

- d. To accept the donation of five equipment racks, five rear doors and two side panels to the Design and Visual Communications and Graphics Communications programs from Salem Access Television, Salem with an estimated value of \$1,130.
- e. To accept the donation of dental supplies from The Henry Schein Company to the Dental Assisting Program with an estimated value of \$450.
- f. To accept the donation of CNC lathe stock materials from Rose Marine of Gloucester to the Machine Technology program.
- g. To accept the donation of one Black Circuit dressage saddle from Ms. Pamela Tenaglia of Haverhill to the Equine Science Program with an estimated value of \$500.

11. Establishing Scholarships

To accept Memorial Scholarship donations of \$11,485 established in memory of Mr. John Crawley.

12. Disposal of Surplus Supplies Procedure

The administration will update subcommittee members on this issue.

13. Discussion items that were not reasonably anticipated by the Chairperson (M.G.L., Chapter 30A - Sections 18-25)

14. Adjourn

The listing of matters is those reasonably anticipated by the Chair in accordance with M.G.L., Chapter 30A, Section 18-25, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.