

SCHOOL ADMINISTRATIVE UNIT #64
Milton School Board Meeting
Emma Ramsey Building
Wednesday, April 11, 2018

PUBLIC SESSION MEETING MINUTES

Meeting called to order at 6:00

Meeting called to order by Doug Shute at 6:00 PM

Pledge

School Board Members in Attendance:

Douglas Shute - Chairperson, Melissa Brown, Paul Steer, Peg Hurd, Laura Noseworthy

SAU Representatives:

Earl Sussman- Superintendent of SAU #64, Nathan Castle - Financial Manager, Bob Adams – Director of Facilities, Jan Radowicz – Principal – Nute Middle High School, John Safina – MES Principal, Melissa Jean – SPED Director.

Public in attendance

Tammy Crandall, Bob Carrier, Lynnette McDougall, Tracey Voisine, Crystal Hernandez, Sarah Normand, Anderson Levasseur, Abigail Oberto, Abigail Douglass, Neil Douglass, Sarah Levasseur, Marianne Doane, Erin Hutchings, Larry Brown, Lyndsey Hanson.

Public

- Paul – Facilities Committee – Bob – Air handler is working and is going to fail. Our direction was, keep it simple. We are not trained to use this to say hey we need a whole new automated control system for the building. We want to understand what we need to do to meet our code requirements. This would end up being a two-fold process. We have to understand the scope of the engineering work to do. Ultimately get the bid package together so we can go ahead and get the bid. Paul – This is going to be one of the pricier things we do this year. Peg – Approximate cost? Bob – Sounds expensive. The engineering work would give us a project range of what the work would be. Paul – We would have to have a motion to pay for the engineering portion. Peg – Any estimate on that one? Bob – No, we won't have that. They normally meet on a weekly basis Monday, coming up. The following Friday they felt they could have a proposal back to us on what that would cost. Peg – They did not give you a quote on what they were going to charge to do the proposal? Bob – No. They needed to hear our input and understand what direction we are going. Doug – We are not going to meet for a month. Peg – When does this all need to happen? Are we in dire straits? Bob – It needs to happen during the summer. To back up just a little bit, the air handler is not only responsible for supplying fresh air for the first floor, which are 6 classrooms and the library. It part of the heat. Other than the baseboard heat, it is required from late October, early November through March.

- Paul – What he did say was we won't have it done in the summer. We can't physically have it done in the summer. Between the proposals, the orders, you have to order every thing. It's going to be late year. Bob – its going to be late fall. Peg – Will we be able to get through the year with the current system? Bob – Spring is almost here. As far as fresh air, open windows if we need to which we do in other parts of the school that don't have the air. Doug – Be aware that it is a motor and it may go.
- Paul – That was one thing we discussed. The roof update – we paid the first payment to the elementary roof phase 3. The initial payment has been made and the rest isn't due until July 1st.
- Paul – There is a quote out for Damon House because of the peeling paint, lead abatement. Vinyl siding as well as doing the decking on the porch steps to eliminate the rotting wood.
- Paul – The fire alarm panels in both schools are no longer supported, so we have to talk about replacing the proprietary system. This means that when the fire alarm panels are no good then everything that connects into the fire alarm panels has to be replaced as well.
- Bob – By the time we next meet, I hope to have at least 2 quotes on the fire alarm, Damon House project estimate and north end of the Old Nute masonry on the chimney.
- Doug – We did repair the air compressor at Nute. Issue with the exhaust fan. Paul - For the bathroom.
- Bob – Front of old Nute the exhaust fan for all bathrooms has failed. We need to replace that, so that is another \$2500 subtracted Nate.
- Laura – Do we need a motion from the Board for that? Peg – For what? Paul – For the exhaust fan? No, that is covered.
- Doug – Do we need a motion for the engineering study? Paul – What are we making a motion to? Do we need a motion for the estimate to get an estimate? Bob – I heard because of the schedule of the next meeting we wouldn't need a motion. We will have what we need from the engineer.
- Paul – I thought they said that there was a fee to do the engineering cost, to write up the proposal? Bob – He said they would come back. Paul – I thought they said \$3,000. Am I wrong on that? Bob – Doug asked that question. Laura – It was in your write up. Bob – The only money mentioned was in the email and I only asked is it more than \$3,000. Paul – Ok. So we will have the proposal for the next meeting. Bob – They said they wouldn't know what it would be until they looked at it. Laura – They said they would have to do the investigation first.

Minutes of March 28

- Motion made by Peg to approve the minutes of March 28, 2018 with corrections that have been made. Seconded by Laura. Clarification of the fire in the nightclub. Vote passes 5/0/0. Melissa – Yes; Paul – Yes; Doug – Yes; Peg – Yes and Laura – Yes.
- Motion made by Peg to approve the non-public minutes of March 28, 2018 with corrections that have been made. Seconded by Laura. Vote passes 5/0/0. Melissa – Yes; Paul – Yes; Doug – Yes; Peg – Yes and Laura – Yes.
- Peg – We still need the minutes

Public Comments

- Peg – Plant sale at the Nute Greenhouse on Saturday, 8 – 12 AM. Melissa – I am so glad that they are utilizing that greenhouse. Paul – what does it benefit? Laura – The greenhouse. Melissa – There are a lot of projects that need to be done over there. Peg – When I dropped

my plants off the whole thing is just covered. Vegetables and flowers. Doug – Watermelon? What is the cost? Paul – All different. Doug – Board members get a discount? Melissa – They charge us double.

Superintendent's Report

- Earl – everyone knows Mr. John Shea is the new Athletic Director. He hit the ground running. He has an extensive background in high school and college. Our baseball and softball teams are off to a great start. He's worked together in coordinating things with me and we are looking at procedures. We have many ideas and have had a superb transition in a short time. Board approved him that last time we met.
- We talked about last time, doing hours vs. days and will have an end of year schedule at the next school board meeting. The nomenclature is there, I explained it at the last Board meeting. When you have an early out or late beginning, if you are in school for 3.5 hours it counts for 5.5 hours. That's a good thing.

Administration

Financial Reports

- Nate – (Peg passed out questions that Nate had answered for her)
- Monthly Revenue Report – Doug - Any questions?
- Monthly Grant Report
- Treasurers Report – Doug – We have two. Need a motion to accept both of them. Motion made by Paul to accept both Treasurers Reports. Seconded by Laura. Vote passes 5/0/0. Melissa – Yes; Paul – Yes; Doug – Yes; Peg – Yes and Laura – Yes.
- Cash Reconciliation – Doug – 2 months; December and January.
- Food Service Operating Cost – Peg – How are we doing with our Food Service? Doug – Any questions?
- Activity Statement Report – Laura – Was Natures Classroom paid? When does that normally get paid Nate? Nate – They have made one payment. Laura – They go next month. Doug – Any more questions?
- School Trust Fund Balances – Page 54. Doug – Remember that the money hasn't been put in yet for the end of the year. Is that right Nate? Nate – The deposits? Correct. Those won't be in until the DOE is done. Doug – We will have enough money to meet our obligations? Nate – I believe we will be, yes.
- Doug – Our new schedule, we will need a vote to approve it. Motion by Peg to approve the new Board schedule. Seconded by Paul. Laura – Do we meet both in August and July? Doug – It is up to us when we get there. Vote passes 5/0/0. Melissa – Yes; Paul – Yes; Doug – Yes; Peg – Yes and Laura – Yes.

School Board Business

- Doug – SAU Fund Balance – Nate – the Audit has been done. I do not have the paperwork from them but I do have the final numbers. SAU is giving back \$159,374.50.
- Doug – Just want to remind everyone that the second meeting in April is cancelled. School vacation.

Old Business

None

Committee Reports

- Facilities – Paul – Already gave mine.
- Parks & Recreation – Laura – We are meeting next Wednesday so I will be able to report at the next meeting.
- Budget Committee – Peg – I sent an email out. Shawn Perrault is the new chairperson and he is extremely proactive. He wants to get ahead of the game and has requested a meeting with Peg, Doug, Earl and Nate next Friday at noontime. Doug – The only question I have and the only thing that is bothering me is there no way that the alternate can go? I thought Laura was the alternate. Laura – I think he wants you there because you are the chair. Peg – No he wanted the Chair there so that we can set up the schedule for next year. So we can get thinking about it.
- Peg – I have accepted another long term subbing position. I emailed Jan about the Grant committee and moving it later so that I can come. Earl – we will work it out. Laura – When is it? Peg – May the 2nd Friday from 12:00PM – 1:00PM. Earl – 3rd. Melissa – I am on the committee and I got an email saying this Friday was cancelled.

Public Comments

- Maryanne Doane – President of the NEA. We had an Executive Board meeting today and we would like to start negotiations possibly in the summer so that we are not crunched for time. We will send a letter of intent but wanted to give the Board a heads up and the two representatives and Mr. Sussman to start. I also spoke to Nate so that we can start earlier so we are not pressed for time. Doug – I'm ok with it. Any questions? Laura – As long as it doesn't interfere with anyone's vacation. Starting early is good. Doug – Are you going to want it at night or during the day? Maryanne – I am not sure yet. We discussed it briefly, but I wanted to let you know that is what we are potentially thinking and that you are in agreement with it. So we can go forward and start planning.
- Bob – People need to know why we do not start at 6:00 PM. You had something going on earlier twice in a row. If I start the video and then have to shut it back off because you go into non-public it is going to show 2 meetings or partial. People need to know. I can't start the video. I am on time. The problem is they miss the first part of the meetings. Doug – looks like we will not be doing that again for a while. Earl – If we do then we will have it at the end.
- Motion to go into Non-public at 8:00PM was made by Laura. Seconded by Peg. Vote passes 5/0/0. Melissa – Yes; Paul – Yes; Doug – Yes; Peg – Yes and Laura – Yes.
- Motion to come out of non-public by Paul at 8:32PM. Seconded by Melissa. Vote passes 5/0/0. Melissa – Yes; Paul – Yes; Doug – Yes; Peg – Yes and Laura – Yes.
- Motion to adjourn was made by Paul at 8:33PM. Seconded by Peg. Vote passes 5/0/0. Melissa – Yes; Paul – Yes; Doug – Yes; Peg – Yes and Laura – Yes.

Respectfully Submitted
Shari Gaesser
Secretary

Minutes Approved on: May 9, 2018