

SCHOOL ADMINISTRATIVE UNIT #64
Milton School Board Meeting
Emma Ramsey Building
Wednesday, November 9, 2016

PUBLIC SESSION MEETING MINUTES

School Board Members in Attendance:

Douglas Shute- Chairperson, Luella Snyder, Stefanie Berry, Peg Hurd, Paul Steer, Laura Noseworthy- Secretary Excused:

SAU Representatives:

Earl Sussman- Superintendent of SAU #64, Nathan Castle- Financial Manager, Bob Adams- Facilities Director

Public in Attendance: Larry Brown, Bob Carrier, Mike Beaulieu

Public Hearing:

1. Called to Order/ Flag Salute:
 - a. Douglas Shute Called to Order at 6:02PM
 - b. Lue led the meeting with Pledge of Allegiance

Public Hearing:

2. Public Comments:
 - a. Larry- Library Trustee- The Free Public Library received the CLIF Grant - \$2000. \$500 of it is going to MES for new books. We were one of six in the state that got the award.
3. Minutes of Prior Meeting:
 - a. 10/26/16 public minutes
 - i. Peg motioned to approve minutes with corrections. Seconded by Stefanie.
 - ii. Approved 5/0/0
 - b. 10/26/16 non-public minutes
 - i. Paul motioned to approve minutes. Seconded by Peg.
 - ii. Approved 5/0/0
 - c. 10/27/16 budget meeting minutes
 - i. Stefanie motioned to approve minutes. Seconded by Paul.
 - ii. Approved 5/0/0
4. Old Business:
 - a. Damon House Renovation/Facilities Committee Report:
 - i. Bob Adams- I met with the Fire Department. We aren't meeting codes on the 2nd floor to be used for office space and the stairs would need to be protected. To keep money down we have decided to only use the second floor for storage space. We will be meeting with Nick on Monday. Bids we

will need are for the phones, internet access, alarm systems, and electrical-outlets, lights and switches to be added.

- ii. Water main at MES- Bob Adams- When we tested the backflow the 1914 building failed. To excavate and fix the pipe and the backflow it would cost \$13,000. Paul- It is also leaking. Bob- Our other option is to tie into the other main by the front office. Lue- How would you shut it off? Bob- On Steeple Street we would cut and cap it. Paul this would supply both buildings? Bob- Yes. Doug- This would eliminate a meter and the backflow? You need a motion from us? Paul motioned to cap the 1 1/2 inch pipe and tie into 2 inch pipe by the main office to spend up to \$8,000 for discussion. Seconded by Lue. Vote 5/0/0 passed. Doug- When do you plan on do this? Bob- It will have to be when the building is shut down. Paul- Maybe Wednesday Thanksgiving week as it is a short week. Bob- That is one of days that has been thrown out to be considered. Lue- Do we have \$8000 in the budget or do we have to have a public hearing to take it out of the trust fund? Nate- We would need to have a public hearing. We could do it on 11/21/16 before the Budget Meeting. Lue to speak to Karen Brown tomorrow and the board is aware that they are not putting the repair out to bid because it is an emergency repair that needs to be fixed now.

5. Superintendent Report:

- a. Earl reported on the solar garden.
- b. Smarter Balance and NWEA test scores will be shared with the board at the next meeting.

6. Administration:

a. Financial Report:

- i. Monthly Expense Report: Doug- Nate has everything been encumbered. Nate- No, We try to encumber when we get bills. Some of the bills come in later than others. You will notice that I took out salaries. There is an error that I'm working on fixing. Lue- Can you explain what encumber means again? Nate- Earmarking funds that we know we are getting from bills. So the bottom line of the last page is more accurate. It also helps us monitor our spending.
- ii. Monthly Revenue Report: No questions from the board.
- iii. Monthly Grant Overview Report: No questions from the board.
- iv. Café Services' Financial Statement: Doug- Are we still doing good? Nate- Yes, we are about where we should be. Paul- Is this our 3rd year? Nate- Yes.
- v. The Monthly Student Activities Statement: Peg- Did we ever come to any decision on the Class of 2013 accounts? Paul- We need to talk to Scott about that as he was going to find the contact points to ask what are they doing with it. 3 year hold and then we should be done with it. Peg- No, we never decided anything on it yet. Paul- OK we need to note for that to be discussed at our next meeting. Doug- Noted it. Doug- No Treasurer's Report? Nate- No, not this week.

- vi. DHHS Financial Monitoring Report: Nate- Every two years we get audited by DHHS from the grant that we have with them- FY 15 and FY 16. We are in compliance. Paul- I would like to recognize the job Nate is doing on the budget. Making the changes we have requested, he came in, and worked on Sunday.
7. School Board Business:
- a. Policies for first reading:
 - i. Bidding Requirements: Moved to second reading.
 - ii. Staff Concerns and Complaints: Moved to second reading.
 - iii. Public Gifts to Schools: Lue- This one had a lot of changes. Stefanie- We wanted more communication. The old one said the Superintendent could accept donations on behalf of the board. We changed it so a donation under \$500 doesn't have to be bought to the school board but everything over \$500 we are made aware of and formally accept it. Moved to second reading.
 - b. Policy for approval:
 - i. Board Officers: "the comma" still needs to come out and "and" needs to be added on the first sentence. Moved to third reading.
 - c. Field Trip Request: Request from Mackenzie Anderson to go to Ecuador in 2018. Paul motioned to approve the trip. Seconded by Peg. Vote 5/0/0 passed. Earl to inform Mackenzie that the trip was approved.
8. Old Business:
- a. Paul- Damon House- All the floors are stripped down to the plywood. We just have to wait on fire code stuff before moving on. Doug- I would like to thank the Fire Department for working with us on this. Lue- We have a meeting with Nick on Monday, November 14th at Damon House at 6PM. Earl- We will be moving SPED to Nute. Lue- I like the SAU being on campus.
 - b. Doug shared the card and receipt for donations that Parks and Rec will be giving out. The town and the school have a tax free number. They are currently working on the \$16,000 donation for the fence. They have gotten some great donations from local town businesses.
9. Committee/ Board Member Reports:
- a. Facilities Committee:
 - i. Sump- The engineer came out. The State is aware. We are moving forward. Doug- This time we will meet our bid requirements. Paul- Correct. Doug- Are they going to try to do it in the spring? Paul- We need to wait for the engineer report to come back first. Warrant Article for \$25,000 to go in the trust fund Maint. and Repair. Lue- Last year we asked for \$25,000 but in the past it has been \$50,000.
 - ii. Paul- Welcomed anyone that wants a tour of Damon House to call him or Lue.
10. Public Comments:
- a. Larry: Has another material been considered for the repair of the Sump? Paul- That has been bought up. The issue is that it is considered an environmental

issue because of the oil. Larry thanked the board for the review of the donation policy. Doug- Let Larry know that the board has scheduled two more budget meetings- 11/21 and 11/28 maybe cancelled. They will be held at the Community Room at 6PM.

- b. Mike: The Selectmen would like to invite a school board member to their meetings to sit on their board. The Selectmen would like a sit on the School Board. It doesn't have to be the same board member that attends the meetings every time. Doug- With no voting powers. Mike- Correct. Doug- It is a way to share information. Stefanie motioned for a school board member to attend the Selectmen Meeting and Selectmen to attend our meetings with no voting powers. Seconded by Paul. Vote 5/0/0 passed. Mike with have it motioned at the next Selectmen Meeting.
- c. Mike: Spoke to Donna Marie about the status of Milton Matters. Stefanie- Explained what Milton Matters is and what it did last year. She requested that Earl speak to Donna Marie.

11. Non-Public Session: Pursuant to RSA 91-A:3, II (a), (b), (c)

- b. Paul motioned to go into nonpublic session at 7:14PM. Seconded by Peg. Vote 5/0/0 passed. Paul- Yes, Stefanie- Yes, Peg- Yes, Lue- Yes, and Doug- Yes.
- c. Paul motioned to come out of nonpublic session at 9:03PM. Seconded by Stefanie. Vote 5/0/0 passed. Paul- Yes, Stefanie- Yes, Peg- Yes, Lue- Yes, and Doug- Yes.
- d. Peg Motioned to adjourn the meeting at 9:03PM. Seconded by Doug. Vote 5/0/0 passed. Paul- Yes, Stefanie- Yes, Peg- Yes, Lue- Yes, and Doug- Yes.

Respectfully Submitted
Laura Noseworthy
Secretary

Minutes Approved on: December 14, 2016