

MINUTES OF THE JOINT COMMISSION OF THE SCHOOL BOARD AND CITY COUNCIL  
EXECUTIVE CONFERENCE ROOM  
April 10, 2018, 4:30pm

Committee Members present: Councilor Martin Dumont  
Councilor Nancie Cameron  
Councilor Jonathan McCallion  
Matthew Hanlon  
Donald Austin

Administration/Staff present: City Manager, Bob Belmore  
Interim Superintendent Lori Lane  
Katie Krauss  
Andy Lucier  
Assessing/Code Clerk, Christien DuBois

Others Present: Mayor Dana S. Hilliard  
Tom McCallion  
Ward D'Elia-Samyn-D'Elia Architects  
Chris Solomon- Samyn-D'Elia Architects  
Samyn-D'Elia.

The meeting was called to order by Councilor Dumont at 4:31pm.

MINUTES OF THE PREVIOUS MEETING

The approval of the March 13<sup>th</sup> minutes was moved by McCallion, seconded by Austin, motion carried 4-0

UPDATES

Superintendent Lane provided a background of the items that were on Maplewood School's CIP and highlighted several items that needed addressing in the building. Lane stated \$100,000 was received in a grant to help retrofit the entrance for security purposes at Maplewood. Lane stated that parents have stated concerns about the gym and music room space and the level of security those rooms have.

Lane stated that one possibility that could be considered was bonding several items in the CIP. The nature of the last grant received was just to address security issues.

Hilliard asked Belmore of bond retirement schedules

Belmore stated there were currently two outstanding bonds. Belmore highlighted different funding strategies.

Hilliard stated that discussions have occurred about completing all of the projects at once, and suggested a joint meeting between the School Board's Finance Committee and City's Finance committee.

McCallion stated that he had agreed and asked about some of the potential recommendations that were being put forward.

A discussion occurred about the special needs of Elementary school and the placement of offices.

Andy Lucier provided an overview of the grant process that has occurred and an explanation of the estimates for the outstanding projects.

Lane stated that the reason the School approached D'Elia was to provide a better explanation of the School's needs.

Hilliard stated that he would like the joint finance committees to work out the detailed financial considerations and move the item to Council for a vote and that his timeline is by the end of October.

Belmore recommended a late winter deadline would be more appropriate since the changes would take effect in fiscal year 2020.

Lucier stated that the grant has a deadline of when the funds need to be spent by next July of and that the school entrance and the rest of the capital improvements should be considered separate.

A discussion occurred about the security assessment review of the elementary school and the possibility of creating a secondary way out of the property.

Belmore asked if the money in the grant could be used for engineering and architects.

Lucier stated the money had to be used for building costs.

Hilliard suggested the entrance project at Maplewood could be funded when the bond for the land purchase at Idlehurst is retired.

Lucier stated that the SAU can call the Department of Education to clarify that the City's funding strategy for the entranceway is compatible with the grant received.

A discussion occurred about the process of obtaining a bond anticipation note for the project.

Belmore stated that the Committee should identify all of the projects that will need to be bonded.

Ward D'Elia stated the process usually involved identifying the projects that need to be completed and identifying priorities. The next step would be to create drawings and a scope of work s to obtain accurate estimates to secure the bond, lastly construction drawings would be made.

Dumont asked if the timeline proposed is acceptable.

D'Elia stated it would be.

Belmore asked if the committee could delay creating a hard deadline until the City can obtain a bond anticipation note.

Hilliard stated that was agreeable and in the interim it gives the school Building and Grounds Department a direction.

### New Business

Austin stated the budget committee of the School Board met last night. Austin stated there was a shortage in the special education line items, particular in transportation. Austin stated that there had been some unanticipated revenue received as well.

Dumont asked for a more specific number.

Krauss stated that the line is currently overspent, but did not have the ability to provide a specific number at this time.

Hilliard asked if the shortfall had been addressed from last year.

Austin stated that it had been addressed.

Hilliard iterated that the special education line items are uncontrollable.

A discussion occurred about the special education budget.

Austin stated he hoped to have an estimate for the rest of the year by May.

Lane asked Dumont what else the Council was looking for when the School Board reports in May.

Dumont stated that to show the School Board has done its job and to have done it well.

A discussion occurred about the reimbursable rate for the special education budgets and homeless students.

Austin asked when the Council needs to be presented with a supplemental appropriation request.

Belmore stated by the first meeting in June.

A discussion occurred about revenue the school was anticipating and the timing of a possible supplemental appropriation.

Dumont asked about the timing of the start of the incoming Superintendent and approaching Berwick School System to discuss student placement.

The Committee consensus was to approach the Berwick Select Board for a discussion.

Dumont asked about SB 193.

Austin stated there had been no new updates.

Lane suggested the Committee discuss the use of the schools as a community center.

Dumont stated that was a good idea.

A discussion occurred about the specifics of the proposed policy language and who should be charged for the use of the space and the overtime needed for custodians to accommodate the policy.

Jon McCallion stated that he is concerned about profitable businesses being allowed to use the community centers for free.

Tom McCallion stated that the new language will be streamlined to make the process easier.

Dumont stated that Rochester is a great example of using the schools as an opportunity to get the public into the schools.

Lane asked if the proposed language better reflects the intent of the concept that's being proposed

Hilliard stated that this gives the ability for the School to decline the use to groups who don't meet the guidelines.

Austin moved to adjourn, seconded by McCallion, motion carried 4-0 and the meeting adjourned at 5:50pm.

Respectfully submitted:

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Christien DuBois Assessing/Code Clerk