

BETHLEHEM SCHOOL BOARD
BETHLEHEM ELEMENTARY SCHOOL
2297 MAIN STREET
BETHLEHEM, NH 03574

DATE: OCTOBER 19, 2015
TIME: 5:30 PM

BOARD MEETING MINUTES

PRESENT: Board Chairman Carol Kerivan; Board Members Steve Gorman, Dawn Ferringo, Amy Lane Tuohy, Robert Weir (arrived at 5:40 PM); Superintendent Pierre Couture; Business Manager Tina Peabody; Principal Shelli Roberts; EEI Representative Mike Davey.

The meeting was called to order at 5:33 PM by Chairman Kerivan.

PUBLIC INPUT – None

EEI (Energy Efficient Investments) Presentation – Mike Davey

Superintendent Pierre Couture introduced Mike Davey, Senior Project Manager, from EEI who is here this evening to provide the Board with information on Energy Efficient Investments / ENE Energy Advisors. Mr. Davey advised the Board that ENE Systems, Inc. is the largest independently owned controls contractor in New England. EEI Systems was founded by ENE to service NH clients in 2007. The company is currently involved with several of the largest school districts in the state, many municipalities and other entities to provide Energy Performance Contract Goals in the areas of building improvement, reduction of energy costs, possible renewable energy options, and reduction of energy consumption. Projects are cost neutral to the taxpayers as the energy savings pays for the project costs. Energy savings are guaranteed. Mr. Davey provided examples of savings achieved by other NH Districts with new lights, controls and HVAC improvements. Energy Projects focus on energy and operational savings; assist in financing projects and finding grant funds; self-perform engineering services resulting in guaranteed savings. EEI will perform an audit of existing lighting and controls, and review all areas of the building utilizing energy along with full review of walk in freezer controls, energy recovery/return air systems, etc. Financing options for the project itself should the Board choose to proceed beyond the audit would be to include as a capital project allocation in the annual budget or to enter a bond or lease arrangement. LED lighting is good for approximately 20 years while current fluorescent lighting has a life span of approximately 5-7 years. Following a brief question and answer period, the Board thanked Mr. Davey for his presentation. MOTION BY AMY LANE TUOHY, SECONDED BY DAWN FERRINGO TO APPROVE THE PROPOSED ENERGY AUDIT BY EEI AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

MOTION BY DAWN FERRINGO, SECONDED BY ROBERT WEIR TO APPROVE THE MINUTES OF THE SEPTEMBER 21, 2015 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

FINANCIAL REPORT

Manifests were circulated for Board review and approval.

Business Manager Tina Peabody presented the completed MS 25 and DOE 25 Forms for fiscal year 2014-2015 for Board signature. These are the final items needed to close out FY 15.

Business Manager Peabody advised the Board that she will have the first financial report for the 2015-2016 school year for their review next month.

Business Manger Peabody distributed the School Lunch Report for Board review and information noting that the counts are down from that of last year. This is partly due to the fact that there are four less days in August/September than last year. A brief discussion ensued.

Business Manager Peabody distributed information on the Copier cost comparison from the current lease agreement to the proposed agreement. Ms. Peabody advised the Board that she has been able to negotiate a new lease program for Toshiba copiers as a result of the dissatisfaction of all SAU wide with the current Xerox copiers. This was done through Skip Tilton at SPC. Currently there are demo copiers at the SAU office and at Lisbon School who has the highest copier volume district wide. This will begin a new leasing program and will result in an annual savings for Bethlehem of (\$358.53). Ms. Peabody called the Board's attention to the Vote to be Adopted language distributed with the pricing. The vote to approve this will include this verbiage.

Following a brief discussion, MOTION BY AMY LANE-TUOHY, SECONDED BY DAWN FERRINGO TO APPROVE THE COPEIR LEASE AGREEMENT AS PRESENTED AT A COST OF \$12,587.60 ANNUALLY AND TO ADOPT THE VERBIAGE AS FOLLOWS:

VOTE TO BE ADOPTED

Bethlehem School District

Voted: *The Superintendent of Schools is authorized to execute and deliver a tax-exempt lease purchase agreement with M.S.T. Government Leasing, LLC in the name and on behalf of the **Bethlehem School District** (the "Issuer"), for the purpose of refunding and refinancing existing lease purchases of photocopier equipment and lease purchasing additional new and reconditioned photocopier equipment, any service agreements specifically financed in connection with certain equipment, consulting fees, and related costs of issuance, with an aggregate purchase price not exceeding **Forty-Two Thousand Seven Hundred Sixty-Three Dollars and Fifty-Six Cents (\$42,763.56)**, at a rate of interest of not more than **2.890%** per year through **August 1, 2021**, and otherwise in such form as the Superintendent may approve; and that the appropriate officials of the Issuer be and hereby are authorized to execute and deliver on behalf of the Issuer such other documents and certificates as may be required in connection with such tax-exempt lease purchase agreement; and that no part of the proceeds of said tax-exempt lease purchase agreement shall be used, directly or indirectly, to acquire any securities or obligations, the acquisition of which would cause the tax-exempt lease purchase agreement to be a "private activity bond" or an "arbitrage bond" within the meaning of Sections 141 and 148, respectively, of the Internal Revenue Code of 1986, as amended (the "Code"); and that the tax-exempt lease purchase agreement issued pursuant hereto be designated as a qualified tax-exempt obligation within the meaning of Section 265(b)(3)(B) of said Code; and that the Superintendent be and hereby is authorized to covenant on behalf of the Issuer to file any information report and pay any rebate due to the United States in connection with the issuance of said tax-exempt lease purchase agreement, and to take all other lawful actions necessary to insure that the interest portion of the rental payments under and pursuant to the tax-exempt lease purchase agreement will be excluded from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause such interest portion of the rental payments to become includable in the gross income of the owners thereof. The School Board of the Issuer also authorizes the prior Business Manager of the Issuer to sign the attached Contract with Specialized Purchasing Consultants, Inc. relating to acquisition of photocopying equipment for the Issuer and authorizes such person to make any elections under the Contract not exceeding the aggregate purchase price of this authorizing Vote.*

ALL IN FAVOR, MOTION CARRIED.

Business Manager Peabody advised the Board that Primex has paid the insurance claims from the recent lighting strike in the amount of \$17,301.13 (\$14,801.13 & \$2,500.00).

Business Manager Peabody advised that the district has also received a bill from Stonecypher & Clark, Environmental Solutions, LLC for \$920.00. This is the amount due for soil abatement resulting from the oil spill and the only amount that the District is responsible for. The balance of approximately \$20,000.00 was picked up by the state utilizing funds designated for this type of occurrence.

Chairman Kerivan asked if the punch list has been completed by Froling Energy. If so, it is time to submit billings, etc. in order to access the funds from the USDA and PUC grants. Principal Roberts will check into this tomorrow and let Superintendent Couture know. A brief discussion ensued.

PRINCIPAL'S REPORT

Principal Roberts called the Board's attention to her written report included in their agenda packets briefing them on the contents and fielding questions as necessary.

Principal Roberts advised the Board that she has received the estimate from Central Paving for the resurfacing of the front parking lot, drive and walkways in the amount of \$16,560.00. Principal Roberts asked Board direction as to whether to place this amount in the budget for next year. It was the consensus of the Board to add to the proposed budget at this time.

Principal Roberts is seeking Board approval for the BES NEST (PTO Group) to utilize the school's Federal Tax ID number in order for them to open their own checking account. This will remove the account from the office as was recommended by the auditors. Following a brief discussion, MOTION BY DAWN FERRINGO, SECONDED BY ROBERT WEIR TO APPROVE BES NEST TO UTILIZE THE SCHOOL'S TAX ID NUMBER IN ORDER TO OPEN A SEPARATE CHECKING ACCCOUNT. ALL IN FAVOR MOTION CARRIED.

Principal Roberts distributed Fall Benchmark Results for Board information and review briefing them on the contents and fielding questions as necessary.

Principal Roberts address the preschool tuition and is recommending that the out-of-district tuition rate to go to the general fund which would be \$30.00 per week or \$120.00 per month. Attendance would be four days per week for a total of 10-12 hours depending on whether morning or afternoon attendance. Space is available for four students in the morning and five in the afternoon. Following a brief discussion, MOTION BY STEVE GORMAN, SECONDED BY ROBERT WEIR TO APPROVE MOVING FORWARD WITH INCLUSION OF OUT-OF-DISTRICT TUITION STUDENTS FOR THE PRESCHOOL PROGRAM. ALL IN FAVOR, MOTION CARRIED.

Principal Roberts advised the Board that she has sent out the survey for a tuition based summer program as requested by the Board. The results are 24-no; 1-possibly, and 8-yes. Principal Roberts will look into the proposed cost of this program and report back to the Board.

Principal Roberts advised the Board that the door repairs have been completed.

Amy Lane-Tuohy asked if there had been any feedback from Open House. Principal Roberts advised that she would be making changes for next year in order for parents to be better informed on what is taking place and have a more positive flow to the various happenings. A brief discussion ensued.

SUPERINTENDENT'S REPORT

Superintendent Couture distributed copies of the October 1st enrollment figures for Board information and review. Principal Roberts added that there has been a decrease of five students since then along with one new enrollment.

Superintendent Couture advised the Board that the SAU Budget Hearing will be held on Monday, November 9, 2015 at 5:30 PM at the AHEAD Conference Room, 262 Cottage Street, Second Floor, Littleton, NH. The conference room is upstairs in the SAU Office building. He urged all members to attend.

Superintendent Couture advised the Board that there are changes on the horizon for health benefits. The mail-in prescription plan will be going away and it is unsure what it will be replaced with at this time. He is also recommending that the Districts consider offering an alternative plan with higher deductibles as an option for employees to reduce their premium costs. Superintendent Couture advised that a presentation of this proposed plan will be held later in the year. A brief discussion ensued.

Superintendent Couture advised the Board that he has been approached by Herb Lahout of Littleton who has purchased the Cedar Croft property adjacent to the school. Mr. Lahout would be interested in renting a portion of the lot to the school for parking purposes at a proposed cost of \$1,100.00. per month. The District would be responsible for plowing, sanding, and maintaining the lot and also adding Lahout's as an additional insured. There was also an indication that he would charge \$950.00 for this winter. Following a brief discussion, it was the consensus of the Board to decline the offer at this time.

BOARD REPORTS EXECUTIVE BOARD

Superintendent Couture advised the Board that the majority of the discussion had focused on the proposed budget and the copier bid.

NEGOTIATIONS – PROFESSIONAL & SUPPORT STAFF

Superintendent Couture advised the Board that the new NEA Uniserv Director, Laura Snow Chadwick, is looking into the BESP membership. It appears that currently there are no dues paying members. A brief discussion ensued.

There being no further business to come before the Board, MOTION BY DAWN FERRINGO, SECONDED BY ROBERT WEIR TO ADJOURN AT 7:12 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted

Marjorie Brown
Board Clerk