

# HOOKSETT SCHOOL BOARD MEETING – March 21, 2017

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Approved

**HOOKSETT SCHOOL BOARD MEETING  
MINUTES  
Tuesday, March 21, 2017 – 6:00 p.m.**

**LOCATION OF MEETING: David R. Cawley Middle School Media Center**

**CALL TO ORDER**

Dr. Littlefield called the meeting to order at 6:00 pm.

Pledge of Allegiance – Fred C. Underhill Student

**ATTENDANCE**

Phil Denbow, Adam Gianunzio, Lindsey Laliberte, Greg Martakos, Kara Salvas, James Sullivan and Allan Whatley

Dr. Phil Littlefield, Superintendent, Marge Polak, Assistant Superintendent, and Karen Lessard, Business Administrator.

**Board Reorganization and Standing Committee Assignments**

*Kara Salvas nominated Phil Denbow as Board Chair.*

*Roll Call vote unanimously in favor.*

**Pledge of Allegiance – Fred C. Underhill Student**

*Greg Martakos nominated Kara Salvas as Vice-Chair*

*Roll Call vote unanimously in favor.*

*Kara Salvas nominated Lindsey Laliberte as Clerk.*

*Roll Call vote unanimously in favor*

**PROOF OF POSTING**

Dr. Charles P. Littlefield provided proof of posting.

**APPROVAL OF MINUTES**

**Approval of March 7, 2017 Minutes**

*G. Martakos motioned to approve the minutes of March 7, 2017. Seconded by K. Salvas.*

*Vote unanimously in favor*

**Energy Efficiency Projects**

A Proposal was provided to the Board in advance of the meeting.

The proposal includes all three (3) schools plus the SAU office. This is 100% LED.

The company funds 50% of the cost. Municipalities also can avail themselves of an interest free loan.

The cost gives the energy savings as well as the cost to replace the lighting system.

\$100,238 is the net project cost. It takes 3.87 years to pay for the cost of the project.

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Financing – loans are structured so that the savings in the electric bill will be applied to pay off the loan or 75% of the savings to pay the loan. The down size of the loan is the rebate is lowered by 10%.

\$50,000 is the incentive cap.

K. Lessard: In the past we chose to put 100% of the savings to reducing the loan.

If the district paid for the project using money in the Maintenance capital reserve fund, there would be a \$21,000 savings. The issue is whether the money in the reserve can be expended for this project or are they in the account for a specific purpose.

The decision can be made tonight to go forward and the decision for the financing can be done in the next two weeks.

L. Laliberte: Prior to the decision, I want to make sure we are not using everything in the capital reserve account or are we better off paying this off over 6 years.

***A. Whatley motioned to approve the project including the existing possibility of funding.***

***Seconded by G. Martakos.***

***Vote unanimously in favor***

Discussion on the coolers and heating system.

National Resource Management has been doing this work for 25 years. I recommend doing evaporator fan controls that we manufacture in New England and it is more efficient. You are bringing new technology to existing coolers and freezers.

The warrantee for the Controls is for 2 years and the motors for 1 year.

Savings – under 31,000 kW hours which is \$4000 per year.

Payback is in 2.5 years with Eversource paying for half of the costs.

The smart start loan is also available for this project.

We could fund most of this from the food service fund.

K. Lessard recommends not financing this project.

***J. Sullivan motion that the School Board authorizes the Administration to enter into an agreement for the energy efficiency program with Eversource.***

***Vote unanimously in favor.***

### **OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**

No comments

### **REPORTS OF STANDING COMMITTEES**

#### **UPDATES FROM DR. CHARLES P. LITTLEFIELD, Superintendent of Schools**

The Hooksett School District will be honored at the Kiwanis Award Ceremony on April 18th...

The Business Administrator, K. Lessard was honored by the NH Association of School Business Officials as Business Administrator of the year.

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## **PRESENTATION(S) – State of the Schools – Hooksett Memorial School**

Steve HARRIS gave the State of the Schools presentation for Memorial School.

## **FINANCE**

### **Review of Manifest and Action Relating Thereto (action required)**

*L. Laliberte motioned to approve the manifest for March 21, 2017 in the amount of \$1,446,157.73. Seconded by G. Martakos*

*Vote unanimously in favor*

### **Budget Adjustments**

*G. Martakos motioned to approve the Budget Adjustments for March 21, 2017. Seconded by K. Salvas.*

*Vote unanimously in favor.*

## **OLD BUSINESS**

### **Hooksett School Board Goals\***

New Goals will be established in June.

### **Committee Assignments**

*G. Martakos motioned to increase the stipend for the Budget Committee Rep. by \$250. Seconded by K. Salvas.*

*Vote 6:1 motion carried.*

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|-----------------------------|--|
| Negotiations                | G. Martakos & A. Whatley                   |
| NHSBA Delegate              | K. Salvas & L. Laliberte                   |
| Budget Committee            | G. Martakos (alternate)                    |
| Legislative advocate        | A. Gionunzio & P. Denbow                   |
| Policy                      | J. Sullivan & L. Laliberte                 |
| SERESC                      | K. Salvas                                  |
| Sick Leave Bank             | P. Denbow                                  |
| Staff Appreciation          | Entire Board                               |
| Transportation              | J. Sullivan                                |
| Full Day Kindergarten       | Not needed                                 |
| School Board Communications | L. Laliberte, A. Gionunzio and J. Sullivan |
| Goals and Objectives        | A. Whatley & A. Gionunzio                  |
| Legislative Summit          | L. Laliberte & P. Denbow, G. Martakos      |
| Manifest                    | K. Salvas                                  |
|                             | G. Martakos                                |
|                             | L. Laliberte                               |
|                             | A. Gionunzio                               |
|                             | July August September                      |
|                             | April May June                             |
|                             | October November December                  |
|                             | January February March                     |

## **NEW BUSINESS**

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### **POLICIES**

#### **2<sup>nd</sup> Reading – BBBC, BBBE, BDA, BDC**

J. Sullivan: No changes were made as a result of the first reading at the last meeting.

*J. Sullivan motioned to approve the 2<sup>nd</sup> reading as listed. Seconded by A. Whatley.*

*Vote unanimously in favor.*

#### **1<sup>st</sup> Reading –BDD, BDG, BFE, BG, BGC, BGE, BIA, CBB**

BDD – minor changes adding Ed Rules and Statutory references

BDG -School Attorney – changes to language where the Superintendent is responsible.

BFE – Administration in Policy Absence

BG -School Board policy development – re write based on current policy and the NHSBA

BGC – No changes. Review only

BGE - Policy Dissemination- legal reference and changes

BIA - New board member orientation- changes in information and is available on line.

CBB- SAU responsibility should be eliminated

*J. Sullivan motioned to approve for 1<sup>st</sup> reading all except CBB. Seconded by A. Whatley*

*Vote unanimously in favor.*

### **OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**

No comments

### **ADJOURNMENT**

*J. Sullivan motioned to adjourn at 9:07 pm. Seconded by A. Whatley.*

*Vote unanimously in favor*

Respectfully submitted,

Lee Ann Moynihan

**The next regularly scheduled meeting of the Hooksett School Board is Tuesday, April 4, 2017 at 6:00 p.m. at the David R. Cawley Middle School Media Center.**