

Approved

**HOOKSETT SCHOOL BOARD MEETING
MINUTES**

Tuesday, October 3, 2017 – 6:00 p.m.

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

CALL TO ORDER

Phil Denbow, Chair called the meeting to order at 6:10 pm.

Pledge of Allegiance - – Austin Bobay, Grade 8, Cawley Middle School

ATTENDANCE

Phil Denbow, Chairman, Adam Gianunzio, Lindsey Laliberte (arrived at 6:15 pm), Greg Martakos, Kara Salvas, James Sullivan and Allan Whatley.

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

PROOF OF POSTING

Dr. Charles P. Littlefield provided proof of posting.

APPROVAL OF MINUTE

Approval of September 19, 2017 Minutes

J. Sullivan motioned to approve the minutes of September 19, 2017 as presented. Seconded by A. Whatley.

Vote unanimously in favor G. Martakos abstained

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

No public comment at this time.

REPORTS

Reports of the Administrators

Reports were provided by Administrators

G. Martakos motioned to have the Administration look into more standardized grading systems to be implemented in the 2017- 2018 school year if possible.

Seconded by K. Salvas

Vote unanimously in favor

Reports of Standing Committees – Budget, NHSBA, SERESC, Sick Bank, Transportation, Policy, Communications

Declan Knieriem, Senior at Central High School reported on Central HS.

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There are 15 AP classes including Running Start which provides an opportunity for students to get college credit in high school. Central High School partners with SNHU for dual enrollments.

There are a number of clubs Oracle and Little Green. There are several competitive teams including Boys and Girls Soccer and football. 70% of students turning in FAFSA forms and there is currently a college fair at the school tonight. There is also an open enrollment night for State Schools which gives kids a great opportunity. Student are in the middle of the marching season. Overall the year is going very well.

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

No updates at this time.

FINANCE

Review of Manifest and Action Relating Thereto

L. Laliberte motioned to approve the manifest for October 3, 2017 in the amount of \$3,733,976.75. Seconded by A. Whatley.

Vote unanimously in favor.

PERSONNEL (if necessary)

Co-Curricular Nominations*

J. Sullivan motioned to accept the co-curricular nominations as presented. Seconded by G. Martakos.

Vote unanimously in favor

OLD BUSINESS

Goals-

Goals are ongoing and the status is updated and highlighted in the Administrators reports.

Full-Day Kindergarten

David R. Cawley Field Project (Discussion)

Fred C. Underhill Addition/Renovation (Discussion)

Dr. Littlefield: There is a flyer that M. Polak put together to give an idea of what a full day kindergarten program may look like. With full day kindergarten, we know in order to implement, we need to do something that includes minor renovation at Underhill. We also know that we have extraordinary maintenance issues at Underhill as well as repairs to the fields at Cawley. All these need to be juggled. For All-Day Kindergarten, we met with folks from SNHU to talk about collaboration ideas for the kindergarten program and pre-school opportunities which would benefit us as well as their students and faculty. Next week we will get together to begin work on this. There is more than a casual interest in what we are proposing. Underhill could become a professional development school for SNHU. We would have early childhood experts working with us from the college to implement this. It is a unique opportunity for us. The nice thing is the college students can walk to Underhill. The conversation began with my asking SNHU if they could provide us with 8 kindergarten classrooms and we operate a lab school on campus for Full-Day kindergarten. That is where we started. There are a number of reasons why giving us space is not possible but we can put together something that is different.

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I have some estimates on the cost of the addition that the Turner Group presented at the last meeting. This was done by Bonnet, Page, and Stone. They are doing the cost of the potential Auburn project. This, as you can see, is a four (4) million dollar project. One of the things is this is October 3rd, the next time we sit down is October 17th and we will do the budgets and then at the November meeting, we will be doing warrant articles. We have to move fast on this. If it is the intention of the Board to get the Underhill project before the voters in March, we need to make decisions tonight or at the next meeting. We know it is a four (4) million dollar project. How do we pay for it? I gave Karen the responsibility of coming up with the money. This year ends our capital cost obligations to Manchester for \$700,000. If we are saving that expense next year, could we do a bond on the Underhill project, do the Cawley Field and have it only cost us a \$791,000 per year. There is also a school of thought if you want the kindergarten, focus on that and it will have a better chance of getting through the voters. The third thing we have out there; we have the ongoing maintenance of Underhill. I felt pleased with the findings. They said there was nothing outrageous. The Hooksett District has maintained their buildings.

There are 3 pieces: Kindergarten which we are committed to, the fields at Cawley and the maintenance at Underhill.

K. Lessard: A 5 year bond has a 1st year payment of \$48,000. The second year is \$890,000, then it stays around .50/1000.

A 10 year bond has a first year payment of \$59,000. The second year is \$514,000 then it goes down to .25/1000 by the 10th year.

The interest on a 5 year bond is \$250,000 and the interest for the 10 year bond is \$562,000.

It is possible to do a bond with all equal payments.

If want to do the fields, the cost is \$404,539

K. Salvas: Bonnet, Page, and Stone came up with this from the report by Turner Group. Will we get another quote?

Dr. Littlefield: The four (4) million dollars is an estimate and the \$400,000 is an estimate. We talked about an addition and a bond for Cawley. Would you make the fields a budget item, a warrant article or would you roll it into the bond? Then we have the assessment report work. Is that budget money like \$200,000 per year until done, or do we roll that into the bond as well; or is that a separate warrant article. Those are your options. Once you make those decisions, we might attach four (4) million as an example onto the warrant article for the bond for Underhill. To do that work, you would have a few options; one is the construction management option where we would advertise (RFP) for a construction manager. They look at the scope of work and say what it will cost. Construction managers hire the contractors. When you use that option, they tell you how much it will cost and if it costs more, they eat it and if it is less, you share the savings. Auburn went the Construction management route and chose Bonnet, Page, and Stone because their price was less with a track record of coming in under. The other option is to put it out to competitive bid. It is usually the architect that manages that bid process and ordinarily we give the bid to the lowest bidder and you get a project that is a low bid project. Either way, theoretically it should come out the same.

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G. Martakos: Dealing with the Budget Committee, if we put a lot of this in our budget, we will have a difficult time. If we put it in a warrant article and explain it well, we will get it through them and get their support. I think all three projects should be in the bond.

Allan Whatley: I think the upgrade of the fields should be part of our budget. The maintenance could be done at Underhill as well. The addition to Underhill could be bonded after we use the residual.

P. Denbow: You can't have the kindergarten without the addition. If you add more things to the bond, you muddy up the water. I understand the cutting by the Budget Committee but I think people will think we are putting too much in the bond.

J. Sullivan: The kindergarten additions and renovations for Underhill should be together. I don't know if the fields should be put in with that. Is \$400,000 to repair the fields a maintenance item. It is more like rebuilding. The \$800,000 is not going to be a default figure. Maybe a warrant article makes sense. I think we should put it all together. I don't want to put \$400,000 in the operating budget for the fields. I would prefer a warrant article.

Dr. Littlefield: Another option, when taking to the Budget Committee last year, the Committee was encouraged us to use our fund balance to get our maintenance items done. A fourth option is to have a warrant article for the fields using fund balance. We could also put \$150,000 in a maintenance line each year until we complete the work.

P. Denbow: Can we realize savings if we combine project with contractors?

Dr. Littlefield: Yes, if you go the construction manager route.

K. Lessard: This year would be the last year for the warrant article for the roof for Underhill. You may want to hold off on the last year funding and not have a warrant article for the roof this year.

J. Sullivan: Can we use impact fees?

K. Lessard: The impact fees for schools are used as revenue and go into the general fund. They are used to offset the bond payments for the Cawley and Memorial.

L. Laliberte motioned to rescind the motion of September 19, 2017 by K. Salvas which states "to authorize the Administration to work with the Turner Group to come up with final costs for the field to become part of the 2018-2019 operating budget. Seconded by A. Whatley and passed by a 5:1 vote." Seconded by K. Salvas.

Vote 6:1 motion rescinded

G. Martakos motioned to get a Warrant Article for \$404,539 for the upgrade and improvement of the Cawley fields to correct the drainage system consistent with the recommendations made by the Turner Group on September 5, 2017.

Seconded by L. Laliberte.

Vote unanimously in favor

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G. Martakos motioned to bond \$4,057,650 for 10 years as a warrant article for the addition and upgrades to Underhill to accommodate full day kindergarten and remove the portable classrooms. Seconded by A. Whatley.

Vote unanimously in favor.

G. Martakos motioned to add \$100,000 to the Underhill repairs line in the operating budget. Seconded by K. Salvas.

Vote unanimously in favor

NEW BUSINESS

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

No comments at this time.

INFORMATIONAL ITEMS AND CORRESPONDENCE

Upcoming Presentation: Science Update

ADJOURNMENT

G. Martakos motioned to adjourn at 8:30 pm. Seconded by J. Sullivan.

Vote unanimously in favor.

Respectfully submitted,

Lee Ann Moynihan

The next regularly scheduled meeting of the Hooksett School Board is Tuesday, October 17, 2017 at 5:00 p.m. (*Budget Workshop will follow the Board meeting*) at the David R. Cawley Middle School Media Center.