

NEW BOSTON SCHOOL DISTRICT
New Boston, New Hampshire 03070

NEW BOSTON SCHOOL DISTRICT SCHOOL BOARD MEETING
February 21, 2018 – 6:30 PM

New Boston Central School Library
15 Central School Road, New Boston, NH 03070

SCHOOL BOARD

Wendy Lambert, Chair
Glen Dickey, Vice Chair
Fred Hayes
Kary Jencks (arrived @ 6:45pm)
Bill Schmidt

ADMINISTRATION

Brian Balke, Superintendent
Tori Underwood, Principal
Gary Girolimon, Tech Dir.
Randy Loring, Facilities Dir.

GUESTS

David Ely, Windy Hill Associates
Dana Nute, Resilient Buildings Group
Paul Leveille, Resilient Buildings Group

Wendy Lambert called the meeting to order at 6:35pm with the Pledge of Allegiance.

Approval of the February 6, 2018 Deliberative Session Minutes

Glen Dickey motioned the approval of the February 6, 2018 Deliberative Session Minutes as presented, seconded by Fred Hayes. Amendments Made: Page 2, 3rd paragraph, 10th sentence – Change “endure” to “ensure”; Page 2, 4th Paragraph, 5th sentence – delete “at each Board meeting”; Page 2, 4th Paragraph, 8th sentence – end sentence with ...sensible budget. delete “to the SAU”; Page 2, last paragraph, last sentence, add “in Goffstown”; Page 4, 2nd to last paragraph, 2nd line, add “is” due to tuition.....; Page 7, 1st paragraph, end the 2nd sentence with “...once the audit was completed.”; Last sentence of 1st paragraph, sentence should read “The district cannot keep the money per RSA”...; Page 7, 2nd paragraph, last sentence, end with “that can be viewed on the SAU website.” Glen Dickey motioned the approval of the February 6, 2018 Deliberative Session Minutes as amended, seconded by Fred Hayes. Vote: 4-0-0 – All in Favor – Motion Passed.

Glen Dickey motioned the approval of the February 6, 2018 School Board meeting minutes as presented, seconded by Fred Hayes. Vote: 4-0-0 – All in Favor – Motion Passed. Amendments Made: Page 3 under Primex Contribution Assurance Program (CAP). 2nd sentence should read: ...and is now eligible for “a CAP Program to freeze premium increases”. Glen Dickey motioned the approval of the February 6, 2018 School Board meeting minutes as amended, seconded by Fred Hayes. Vote: 4-0-0 – All in Favor – Motion Passed.

Correspondence Folder: A copy of the New Boston School District portion of the 2017 Annual Town Report. An approval letter from NHDOE regarding the Public School Infrastructure Funding. A NHDOE letter regarding the New Boston School District 2016-2017 Reporting Compliance – the district was 100% compliant for 2013-2014; 2014-2015; 2016-2017; NEAS&C will be conducting an accreditation visit at GHS from 5/6/18-5/9/18. MVMS will be going through the same process in March. The SAU PRC Committee requested all board members be given a copy of the New Boston/Goffstown AREA Agreement. The Agreement is also posted on the New Boston and Goffstown websites. Board members also received a copy of the “Snow-Day” Calendar. This calendar is also posted on both school district websites.

Public Comment: None.

Energy Audit Report: David Ely from Windy Hill Associates, Dick Henry from DDH Energy Consulting, Dana Nute and Paul Leveille from Resilient Buildings Group are consultants who assisted with the Pre-Feasibility Analysis Presentation.

Advantages of Financing the Energy Project with a Municipal Lease Purchase (MLP). Competitively bid all project components; all current and future financial attributes remain with the school (i.e. grants, rebates, renewable energy credits, future carbon credits); avoid guarantees allowing for more money to go towards measures reducing operating costs; MLP interest rates are lower than commercial rates; structure the MLP so there is no pre-payment penalty; MLP needs only a majority vote versus 67% for a bond; MLP can be financed out of the operating budget with little impact to the tax rate.

Hypothetical Comparison Between an Energy Performance Contract (EPC) approach and a Municipal Lease Purchase approach (MLP).

EPC Approach: A \$1,700,000 loan for 25 years, with a 5% interest rate, a 36% fee with a savings guarantee which includes a 20% markup (Architect, Engineer and CM Fee with no savings guarantee) with current energy payments of \$121,652, would result in an annual payment of \$120,619 or a total payment of \$3,015,479. Total available funds for project measures would be \$1,088,000.

MLP Approach: A \$2,100,000 loan for 25 years, with a 3% interest rate and a 16% fee with savings guarantee which includes a 20% markup (Architect, Engineer and CM Fee with no savings guarantee) with current energy payments of \$121,652, would result in an annual payment of \$120,599 or a total payment of \$3,014,963. Total available funds for project measures would be \$1,764,000. The difference in funds available between EPC and MLP is \$676,000.

Challenges the District is Facing: NBCS is an aging building; fuel prices are volatile; rising maintenance costs; growing student population; changing demands for the learning environment. Do you renovate or build new?

A Typical NH School District will use 62% for electricity \$75,020 *Estimated split of Electric Usage: Mechanical Equipment 27% or \$32,670; Lighting 19% or \$22,990; Plug Loads 16% or \$19,360 and 38% for heat \$45,980. Assuming a 10-year average, the cost would be \$121,000/yr.

Their Approach: Reduce energy loads wherever possible (conservation); improve energy usage of what remains (efficiency) and generate electricity on site with solar panels (renewable energy).

Measures Making the Most Sense: Insulate the building envelope from the outside will solve deterioration of masonry walls; Replace heating system with Air Source Heat Pumps (ASHP) will provide heating and cooling and will solve distribution issues; Ventilation and Controls (HRVS); Lighting – LEDs, new windows and controls; Reduce electric demand charges; Install Solar Photovoltaic Arrays (PV) and Recommission building controls.

Suggestions on Controlling Project Cost and Maximize Savings: Finance the project with a Municipal Lease Purchase (MLP) rather than a bond; savings from financing with an MLP can be re-purposed into project measures; phase the project over several years and combining measures will result in cost savings; install appropriately sized Solar Array and re-purpose the money saved from the MLP into project measures.

Project Benefits: Stabilized energy costs for the next 25 years; extends building life for another 35 years; reduces maintenance costs; significantly improves the learning environment with better air quality and natural lighting which could reduce absenteeism. The lease can be bought out at any time and this preserves the school's rights to future attribute payments.

Summary: Resilient Buildings Group, Windy Hill Associates and DDH Energy Consultants proposed a feasibility study and implementation program to identify the most cost effect, energy. Efficiency and renewable energy measures will reduce school energy expenditures, improve building performance and learning environment, reduce absenteeism and reduce both short and long-term maintenance costs.

Timeline for Completion of the Study: Award Study Contract in April 2018; a draft report would be brought to the Board in October 2018; final report and recommendations brought to the Board in November 2018. Board consideration of action for 2019; second phase of implementation in June 2020.

Clarification to Board Inquiries: Exterior Cladding etc.: The exterior cladding as well as all of the existing openings, trim and roofline will be affected. **Phase Change Materials:** The change materials in the context of building materials are housed in the ceiling tiles. **Source EUI vs Site EUI:** Source EUI takes into consideration how the power is made, it's more of a total carbon footprint consideration. **Battery Banks:** Battery bank technology is still expensive and lagging behind in the industry. For that reason, they had not implemented any Battery Banks in their projects. **Proposed Schedule:** The schedule can be prioritized around our needs such as the heating system issues. **Breaking up the Project:** No problem breaking up the project into smaller chunks in order to avoid financing and interest and pay as you go. One of the benefits of the MLP (Municipal Lease Program) is the ability to take money out as needed and pay down early.

The Board thanked Resilient Buildings Group, Windy Hill Associates, and DDH Energy Consulting for their presentation.

Upgrade to NBCS Wireless Connection: Gary Girolimon updated the board on the technology challenges and opportunities:

- Staffing: Gary is happy to report that NBCS has a top-notch, fully qualified tech support specialist in Gary Bouchard. We support and collaborate with Gary Bouchard on a daily basis.
- We continue to share equipment obtained from the State of New Hampshire with NBCS – As an example: The Cisco conference phone and Cisco switches that have been installed.
- The phone system installation is now in progress, is grant funded and we will be getting the latest phone sets. Gary stated that it was worth the wait in order to receive the grant funding for the project at 80%.
- Phone cabling was done last summer by tech staff. E-Rate paid for 50% of the cost of the materials.
- Dark fiber installation is done and on-line. NBCS is using the SAU#19 fiber-based Gigabit Internet service. 70% of the cost of the fiber build was grant subsidized by E-Rate and State and Federal matches.
- Item highlighted last year was the replacement of the wireless system. We recommended replacing the system with 802.11ac gigabit wireless with 5 additional access points. E-Rate funding paid for 50%.

Glen Dickey motioned to authorize administration to spend \$11,500 for the wireless upgrade for the NBCS with the anticipation that E-Rate will pay 80%, seconded by Bill Schmidt. Vote 5-0-0 – All in Favor – Motion Passed.

Business Operations and Financials: Manifest and Vouchers: The Financial Summary Sheet for the January 10, 2018 manifest was provisionally approved at the January 10th meeting pending Board finalization and signature. The January 10, 2018 Financial Summary sheet was brought forward at tonight's meeting for the Board's signature.

The February 6, 2018 manifest was presented for Board approval. *Glen Dickey motioned to conditionally approve the February 6, 2018 manifest for \$554,970.02 seconded by Bill Schmidt. Vote: 5-0-0 – All in Favor – Motion Passed.*

The February 21, 2018 manifest was presented for Board approval. *Glen Dickey motioned to conditionally approve the February 21, 2018 manifest for \$2,344,345.67 seconded by Bill Schmidt. Vote: 5-0-0- All in Favor – Motion Passed.*

Principal's Report: - Members of the Assistive Technology initiative through the Department of Education had the opportunity to present at the Assistive Technology Industry Association (ATIA) conference in Orlando, Florida. Diane Dana, Speech Pathologist represented NBCS along with Salina Millora, SAU #19 and Colleen Cassidy, Goffstown.

- Destination Imagination began three years ago in New Boston by Theresa Elliott, Jenna Lydon and a team of seven fifth graders. This year the after school program has about forty participants and seven teams. The team managers this year are teachers: Theresa Elliott, Jenna Lydon, Danielle Wayland, and Sara Penerian. Parent Team managers are Maryann Tuttobene, Susan Hansen, and Rob Lavoie. In addition, each team needs a volunteer to work as appraisers at Regional meets - Karen Jones, Jen Moulton, Christine Sterns, Tori Underwood and parents. Volunteer appraisers are Marguerite Cail, Kate Sheldon, and Casey Kulshreshtha.

- The staff at NBCS is being trained in the administration of the State Assessment System (SAS) replacing the previous SBAC assessment. Tim Stokes, Assistant Principal presented information at the recent staff meeting.

Superintendent's Report: Candidate Filing - There is 1 vacancy on the school board this year and Bill Schmidt filed for the position. Public School Infrastructure Fund approval letters for the New Boston and Goffstown School District were received on February 12th. Approvals: New Boston Central School – \$4,250.00 this is in addition to \$25,500.00 coming back to New Boston from E-Rate for the Dark Fiber construction. NBCS – Telephone System - \$11,258.07. MVMS Alarm System \$6876.30; District-wide Digital Video Security Upgrades - \$228,559.64; GHS Digital Video Security System - \$47,823.20; MVMS Columbine Locks - \$23,812.00; GHS Call Manager Safety and Security Upgrades and Enhancements - \$94,217.29. Generator Update - Chief MacDonald stated that if the fire station is approved, there is a good chance that we don't get the generator. The SAU will confirm that Facilities Director Randy Loring contacted Emergency Management Director Dan MacDonald with the new color coding system for starting the NBCS generator. Student Learning Handbook is being worked on and will be brought to the Board in May.

Goffstown School Board Sub-Committee Reports: SAU Policy Review Committee Report: New Boston and Goffstown PRC Committees met on February 12th and reviewed SAU Policies. **Next meeting is 03/12/18 @ 5:30 PM @ SAU**

C&E Committee Report: Next meeting is 03/12/18 @ 7:00 PM @ SAU – Various revisions were made to the MVMS 2018-2019 handbook. Most notable are: Removed reference to the Math Lab as instructional support is now provided during math classes due to the changes in the master schedule. Under “teams” – Wellness changed to health and PE as they are now separate classes due to changes in the master schedule.

Assessment Process was added and RTI is now referred to as Multi-Tier System of Supports (MTSS). Evaluation was done on ACE and follow-up is needed. Paws Pride/PBIS – changes in some wording and added a new paragraph regarding the progress in the 2017-2018 school year.

New Boston Policy Review Report: The New Boston PRC committee did not meet. The PRC Committee and the Goffstown PRC committee were charged with reviewing the SAU#19 Policy Manual and present their recommendations to the SAU Board.

SAU Executive Business Administrator Search Committee – the committee will be interviewing four candidates for the Business Administrator position tomorrow night.

2ND Read Policies: GCCBC Family Medical Act Leave: *Amendment:* separate “service member” in the 3rd and 4th paragraph. *Fred Hayes moved to approve policy GCCBC Family Medical Act Leave as amended Kary Jencks seconded the motion. Vote: 5-0-0 – All in Favor – Motion Passed.*

CCB-Line and Staff Relations: The district will be deleting the policy as the line of responsibility is covered in other policies.

C&E Committee Report: MVMS’ technology teacher Michael Lee gave a great presentation on his technology education course. The students are learning about technological advancements. Mr. Lee’s class offers a slice of various options as the students enter high school (hydroponics, robotics advanced manufacturing). Mr. Lee will be presenting an overview of his course material at the March 5th Goffstown School Board meeting. Board members expressed disappointment that the CADD system program is no longer available.

Audit Update: 128 pages of financial information was received by Angell & Co. for review. Rita Donaldson (MRI) and David Jack (Interim BA) had issues and questions about the information and were not willing to sign off on the document. The Goffstown audit will not be moving forward and will not be released. New Boston’s audit was never completed and has been stopped.

We find ourselves needing a new auditing firm. Superintendent Balke shared that he contacted Plodzick & Sanderson, PA. A proposal was received from P&S for auditing services for the New Boston School District for the fiscal years ending June 30, 2017 and 2018 with a one-year extension for June 30, 2019. Plodzick and Sanderson will include a review of the DOE-25 as part of their audit. The audit will be completed in time for the DOE-25. Brian commented that the DOE-25 was never audited or reviewed in the past.

The Financial Statement Audit for June 30, 2017, June 30, 2018 and June 30, 2019 (optional year) is \$8540/yr. Reconciliation of state findings for June 30, 2017, June 30, 2018 and June 30, 2019 (optional year) is \$700/yr. Brian recommended New Boston engage with Plodzick & Sanderson for the 2017 and 2018 financial audit. If the Board approves to engages with the firm, they are ready to start work on the 2017 financial audit and will be ready to start the FY 2018 audit in May. This will allow us to tie out with the DOE-25 state form which is due in September. The firm confirmed that different team leaders will be conducting the financial audits in the two districts. *Fred Hayes motioned to approve engaging with Plodzick & Sanderson for the 2017 and 2018 fiscal year financial audits in the amount \$8540 per year plus \$700 per year for the reconciliation of state filings with the financial statements, seconded by Kary Jencks.* Wendy voiced reservation with engaging with the same auditing firm for both fiscal years and for both districts. Brian suggested that the Board go out to bid for these services but cautioned that this would probably cause a delay in scheduling the 2017 fiscal year audit and meeting the audit report deadline. Kary

Jencks stated that it was important that the town be informed in a timely manner as to what will be given back for tax relief. **Vote: 5-0-0 – All in Favor – Motion Passed.**

General Safety Updates – Brian Balke Reporting: Due to the Florida shooting incident, Goffstown High School will hold school safety assemblies for 9th and 10th grade on April 21st 22nd collectively with the chiefs. Brian shared that there is a growing national movement for students to walkout for 17 minutes on “National Walk Out Day”. Brian stated that people are passionate right now due to the recent events however school safety has been our focus for a long time. This is a deeply emotional issue for everyone. Brian shared that a school district recently filed a bill banning guns at a local level and a co-sponsored bill was introduced which would fine the school board \$5K each day if they chose to go that route. Brian shared that federal law states that the ATF has jurisdiction on school grounds. Brian commented that the schools own the first 5-8 minutes during emergency situations after which parent communication and reunification is the focus. Wendy stated that she has received calls from parents regarding school safety which made her aware that people do not know what the district has put in place with regard to school safety. Wendy has directed people to the SAU website and stated that the on-line video did help.

Generator Update: See Superintendent’s Report

Staffing - None

Other Business that May Legally Come Before the Meeting. none

Public Comment: none

NON-PUBLIC SESSION RSA 91-A:311(c)- *Matters which if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.*

Fred Hayes motioned to enter into non-public session at 9:18pm pursuant to RSA 91-A:3II(c) seconded by Kary Jencks. The Chair took an individual voice poll. Vote: 5-0-0 – All in Favor – Motion Passed. Fred Hayes motioned to leave non-public session at 9:41pm, seconded by Glen Dickey. The Chair took an individual voice poll. Vote 5-0-0 – All in Favor – Motion Passes.

Glen Dickey moved to seal the nonpublic minutes for 10 years, seconded by Fred Hayes. Vote: 5-0-0 –All in Favor – Motion Passed.

Glen Dickey motioned to adjourn at 9:42pm, seconded by Bill Schmidt. Vote: 5-0-0 – All in Favor – Motion Passed.

All back-up material to this meeting is held in the Principal’s Office.

Respectfully submitted,
Denise F. Morin
Recording Secretary