



Spencer-East Brookfield Regional School District

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Paul S. Haughey, Ed.D.
Superintendent of Schools

School Building Committee Meeting Minutes August 22, 2019

School Building Committee Members present: Paul Haughey, Elizabeth York, Mary Braney, Wendy Berthiaume, Donnie Berthiaume, Mark Carpentier, David Joyce, Robert Parsons, Anne Gobi, Eric Hevy, Jason Monette, Heather Messier, Gary Suter, and Kara Westerman

Others present: Steve Hemman and Jay Barry

I. Call to Order and Introductions

The meeting was called to order at 6:00 p.m. Introductions were made.

II. Approve Minutes

Motion to move that the School Building Committee vote to approve the meeting minutes of 6/20/19 with minor changes on page 3 was made by Mr. Joyce and seconded by Mr. Carpentier. All Voting Members present agreed.

III. Approve bills and orders

Nothing to approve at this time.

IV. Report from OPM

No report at this time.

V. Report from Architects

No report at this time.

VI. Old Business

- MSBA Kick Off conference call update – conference call with Allison Jones to review deliverables.

- Email from MSBA regarding Building Committee make up – *motion to move that the School Building Committee vote to approve the revised letter listing Dr. Haughey as the Representative of Office authorized by law to construct school buildings was made by Mr. Berthiaume and seconded by Mr. Carpentier. All Voting Members present agreed.*
- MCPPO-certified – Mr. Suter is signed up to take the last MCPPO course September 16-18, 2019 in order to be designated as MCPPO-certified.

VII. New Business

- Update on deliverables
 - Education Profile - Mr. Barry met with Mr. Bolduc to continue work on the education profile; it is more than 50% complete. The target date to finish the profile is the end of August 2019.
 - Preliminary Enrollment Questionnaire Baseline – Mr. Hemman reminded the Committee that this based on the DESE’s enrollment data, not the district’s. Mr. Hemman also reminded the Committee that the preschool program is currently housed at East Brookfield Elementary School and if the Committee was hoping to move it to the high school that the MSBA only recognizes grades K-12. This may become an issue as discussion ensues regarding the size of the MSBA project.

Dr. Haughey asked if it was okay to confirm both town’s numbers for house sales. Mr. Hemman stated it was okay.

Mr. Monette asked how the MSBA takes into consideration whether to do an add-on or renovation. Mr. Hemman stated that was a good question that will need to be looked into.

Mr. Joyce asked if MSBA takes into consideration that enrollment could go up as students school-choice in. Per Mr. Hemman, the MSBA does not give consideration to school choice.

- Maintenance and Capital Planning – due in December. Mr. Suter to review budget section, then Committee will review and comment, if needed.

- Funding for Feasibility Study – Mr. Suter presented the following four funding options for the DPHS Feasibility Study:

Options for DPHS Feasibility Study Costs				
	Option #1	Option #2	Option #3	Option #4
Apply E&D	\$400,000	\$375,000	\$350,000	\$325,000
Borrow	\$450,000	\$375,000	\$350,000	\$375,000
Total Feasibility Costs	\$850,000	\$750,000	\$700,000	\$700,000
Interest Costs @ 3%	\$13,500	\$11,250	\$10,500	\$11,250
Pay Interest Only:				
East Brookfield	\$2,336.85	\$1,947.38	\$1,817.55	\$1,947.38
Spencer	\$11,163.15	\$9,302.63	\$8,682.45	\$9,302.63
Total Interest Assessment	\$13,500	\$11,250	\$10,500	\$11,250
<i>The District can pay interest only on the feasibility debt for up to 5 years. If the final project is approved, we could roll the amount borrowed (principal) into the final project borrowing or opt to pay it off.</i>				

Mr. Hemman noted that he reviewed other districts of the same size and noticed feasibility study costs came in between \$700K-\$850K.

Mr. Suter recommends using E&D to create a stabilization fund to reserve future payments on performance contracting. Whatever is not used for feasibility will go in to this stabilization fund.

Discussion ensued to determine amount needed for feasibility. The School Building Committee needs to make this recommendation to the School Committee.

Motion to move that the School Building Committee recommend \$850,000 for the feasibility study was made by Mr. Carpentier and seconded by Mr. Berthiaume. All Voting Members present approved:

Mr. Suter
 Dr. Haughey
 Mr. Monette
 Ms. Messier
 Mr. Carpentier

Ms. Braney
Mr. Joyce
Mr. Berthiaume
Ms. Berthiaume
Senator Gobi

VIII. Other Business to come before the Building Committee

N/A

IX. Next meeting date

School Committee meeting to make recommendation for feasibility study will be on Tuesday, September 10th at 6:00 p.m. at Wire Village School.

School Building Committee - The next meeting date will be Thursday, September 26th at 6:00 p.m. in the Innovation Lab at the high school.

X. Executive Session

No executive session at this meeting.

XI. Adjourn

Motion to adjourn at 7:09 p.m. was made by Mr. Berthiaume and seconded by Chief Parsons. All Members approved.

Respectfully submitted by: Melissa Farrow