



# Mt. Greylock Regional School District

## Transition Committee Open Session Minutes

**Date:** July 18, 2018

**Start:** 1:30 PM

**Adjourn:** 3:48 PM

**Location:**

Williamstown Town Hall

31 North Street Williamstown, MA

**In Attendance:**

<b>Committee Members:</b>	<b>Also Present:</b>
J. Bergeron A. Terranova S. Miller C. Dodig  <b><u>Absent:</u></b> R. DiLego D. Caplinger C. Greene	Kim Grady, Superintendent Donna Narey, District Treasurer Clark Rowell, Financial Advisor, UniBank

<b>Item</b>	<b>Comments</b>	<b>Motion</b>	<b>Second</b>	<b>Vote</b>
<b>Meeting Called to Order</b>	Open Session called to Order by J. Bergeron at 1:30 PM			
<b>Public Comment</b>	None			
<b>Approval of Minutes</b>	<b>June 25, 2018 (LES):</b> Motion to accept. Discussion: None	S. Miller	A. Terranova	4-0-0
	<b>June 26, 2018 (Transition Committee):</b> <b>MOTION</b> to accept. Terranova/Miller. Discussion: None.	Terranova	S. Miller	4-0-0
<b>MGRS Building Project Update</b>	<b>Building Project Bid Review &amp; Note Approval:</b> Clark Rowell, Financial Advisor from UniBank, explained that this Note is a planned borrowing for final project cash flow to allow for finishing out the project until the final bond is issued which is expected to take place in October of 2019. This note will run out in June 2019. The committee further discussed the process for the vote to authorize this short-term borrowing. S. Miller asked if we had previously estimated what the interest rate would be at this time. Mr. Rowell stated	Miller	Terranova	4-0-0



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	<p>that we had estimated that the interest rate at this time would be around 3% and it came in at 2.35%. <b>MOTION</b> that the sale of the \$3,000,000 Anticipation Serial Loan – School Renovation dated July 26, 2018 (the “Note”), to Eastern Bank, at the price of \$3,000,000 is hereby approved and confirmed. The Note shall be payable on June 3, 2019, and shall bear interest at 2.35% Roll Call Vote: Terranova – AYE, Miller – AYE, Bergeron – AYE, Dodig - AYE <b>MOTION PASSES UNANIMOUSLY.</b></p>			
	<p><b>Schedule Update:</b> K. Grady gave an update on the progress of the demo and abatement process at MGRS as well as the progress-to-date of the parking lot and remaining areas of the new building that remain under construction as the teams onsite work toward the final stages of the project. Currently, Turner Construction and Dore &amp; Whittier are signaling that the project is still on schedule to be completed so that a temporary certificate of occupancy can be issued and school can begin on time. Dates for a ribbon-cutting event are being discussed and will be made available to the public shortly once discussed and confirmed with the school building committee and the Massachusetts School Building Authority.</p>			
	<p><b>Dore &amp; Whittier Slate Approval:</b> K. Grady reviewed the SBC slate which needs to be voted to include Mike Cox, Assistant Project Manager. Mike Cox is on-site about 2-3 times per week. <b>MOTION</b> to accept the slate with Mike Cox as Assistant Project Manager retroactive to January of 2018. Discussion: The updated slate will be sent to the MSBA along with the minutes from this meeting. <b>MOTION PASSES UNANIMOUSLY.</b></p>	Dodig	Miller	4-0-0.
<p><b>Capital Gift Working Group Update &amp; Possible Vote(s)</b></p>	<p>J. Bergeron reviewed the timeline of the Capital Gift which began with the Mount Greylock legacy committee. It is a \$5,000,000 gift for Capital Projects at Mount Greylock Regional School. J. Bergeron reviewed the items that have been earmarked to be completed using funds from this gift. J. Bergeron reviewed the presentation that the committee received from Perkins Eastman a couple of months back, which outlined design</p>	Miller	Dodig	4-0-0



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	<p>options and costs. Since then, there has been some value-engineering work to help decrease the overall costs. Some of the updates as a result of the value-engineering work included some changes to the blueprint design of the multi-purpose building (which is intended for the District offices, facilities storage, public restroom access, and athletic storage particularly relating to Nordic Ski waxing), changing the number of parking spaces outside of the multi-purpose building, eliminating blacktop in seasonal areas and substituting gravel instead. The committee discussed the athletic fields as they relate to the presentation from Perkins Eastman and the feedback that was received as a result of that presentation. J. Bergeron reviewed design pages provided in the meeting packet which outline the most recent attempt for a value-engineered design for the new multi-purpose building and the athletic fields. In the latest design provided in the packet, the multi-purpose building is pared down, and included around that building are paved areas of egress and the number of parking spaces required by law. The committee discussed committing to the design as outlined in the "PHASE I: AREA OF WORK" in a phased approach in which the multi-purpose building would be constructed and completed and the athletic fields would be done in another phase or work or perhaps even as a completely separate project. This would allow the District to re-think the athletic field, and potentially get a little more creative and determine if we could raise additional funds to address concerns and prioritize needs and wants regarding the athletic fields. J. Bergeron commented that by taking this approach and potentially treating the athletic fields as a separate</p>			
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	<p>site-work project from the multi-purpose building, it may allow the District to use a portion of the remaining funds from the Capital Projects gift as well as an opportunity to find additional avenues for funding. A. Terranova commented that he would like to consider the 1.5 million that the committee has been stating they would like to classify as a maintenance fund, as an endowment instead of a maintenance fund. J. Bergeron reviewed that the gift was given to Mount Greylock but the funds remain under the purview of the college's investment team and it grows as the college's endowment grows.</p> <p><b>MOTION:</b> to agree to a phased approach for the construction of the proposed multi-purpose building and fields and to continue discussions with Perkins Eastman regarding costs for their services.</p> <p>Discussion: The committee discussed the expected timeline for completing the construction of the multi-purpose building. The committee reviewed other options that were previously reviewed as potential spaces for a new administrative space as well as the pros of having District office continue to be located on the campus of MGRS due to its central location between the two elementary schools. At this time, the committee feels that there is not a less expensive option to move forward in addressing the needs that this multi-purpose building would address. C. Dodig asked if the architectural fee listed in the Perkins Eastman proposal was in line with typical standards as it relates to projects like this.</p>			
<p><b>FY18 Closeout &amp; Regionalization Process Update</b></p>	<p>K. Grady provided an update on the process for closing out FY18 along with the accounts that the elementary schools had within each town. The funds will be transferred to regional accounts. Some follow-up with DESE is needed as we begin</p>			



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	<p>FY19 as we have noticed that they still have us listed as three Districts as opposed to one. Overall, we are in a good place with the process as we continue to work through the regionalization process.</p>			
<p><b>Sub Rates for Nurses &amp; Teachers</b></p>	<p>K. Grady reviewed an advisory that was received from District Council regarding an increase in the State’s minimum wage. It is optional for the school committee to raise our rates in relation to this. Past practice has been for the District to raise rates as the state minimum wage increases. K. Grady stated that our current sub rates are lower than other District’s throughout the county and we are currently struggling the most to recruit substitute nurses. This agenda item should be brought forward to another meeting for a vote if any rates are to be increased prior to the start of the year. The state minimum wage will be increased in January of 2019. The committee will need to determine how raising the rates will impact the FY19 budget as a whole.</p>			
<p><b>Elementary School Building Maintenance Update</b></p>	<p>K. Grady gave an update to the committee regarding ongoing maintenance work that has taken place at each school throughout the summer. K. Grady reviewed a proposal for 4-5 inmates from the Berkshire House of Corrections to perform community service by painting the “Main Street” area of LES. The inmates from the House of Corrections would be supervised by the Sheriff’s Department and would work for five days from 8:30-2. This type of community service from the House of Corrections has taken place before and K. Grady stated she would like to proceed with this proposal as long as no one on the committee had an opposition to the proposal. The committee further discussed custodial work that has taken place since MGRS has closed down at the end of June. The committee gave Kudos to all staff that were involved in moving items out of the old building.</p>			
<p><b>MGRSD Policy Book Deliberation &amp; Adoption</b></p>	<p>S. Miller discussed the process for merging the three school’s policy manuals into one as well as how the District will keep the policy manual up-to-date going forward. Work has been completed with Pat Correira from MASC. K. Grady gave updates to the most recent changes to the policy manual as its been shared with the committee over the past several months. J. Bergeron asked that the committee vote to rescind all former policy and then vote to adopt the new policy manual. Then, moving forward, the committee will continue to review and update the manual as needed. Discussion regarding the Walker/Rider Policy which was updated to meet the needs of our Region instead of following the model policy. The committee will also update EEAA to address language associated with PreK transportation. EEAG</p>	<p>Miller</p>	<p>Dodig</p>	<p>4-0-0</p>



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	<p>is a policy around student transportation in private vehicles. The committee discussed the best way to move forward in rescinding / approving policies based on the fact that there are policies that require further review and discussion. MOTION to rescind all existing Mount Greylock policies and adopt the new policies as presented with a commitment to further review the newly adopted policies to ensure particular policies have suitable language for PreK-12: EEAA, EEAG, not accepting JFBB-1 as it contradicts JFBB which the committee accepts. Any additional policies can be reviewed at the request of a committee member.</p>			
<p><b>Remaining Summer Meetings &amp; Master Calendar Preliminary Discussion</b></p>	<p>K. Grady reviewed the master calendars in the packet which represent the 2017-2018 calendars for each school committee. A consolidated/merged MGRSD Master Calendar will be built and presented in August. A doodle poll will be done to get a meeting set for early August.</p>			
<p><b>Announcements / Upcoming Events of Interest</b></p>	<p>None</p>			
<p><b>Other Business Not Reasonably Anticipated by the Chair within 48 Hours of Meeting</b></p>	<p>None</p>			
<p><b>Upcoming Meetings</b></p>	<p>Previously discussed</p>			
<p><b>Motion to adjourn</b></p>	<p>Motion to adjourn at 3:48 PM</p>	<p>Terranova</p>	<p>Miller</p>	<p>4-0-0</p>

Respectfully Submitted,  
Jonathan Nopper  
Mount Greylock Minutes Recorder

*A digital recording of this meeting in its entirety is available on the District website.*