

Approved 9.28.17

**THE HAMILTON-WENHAM REGIONAL
SCHOOL COMMITTEE
MEETING**

Thursday, September 7, 2017 7:00 PM
Buker School Multi-Purpose Room

Present:

Michelle Bailey
Gene Lee
Josh Liebow, Chair
David Polito (late arrival)
Jeanise Bertrand

Also present:

Michael Harvey, Superintendent
Jeffrey Sand, Assistant Superintendent for Finance & Administration

I. Call to Order

Josh Liebow called the meeting to order at 7:19

II. Pledge of Allegiance

III. Superintendent's Report

- A. Turf Field permitting process update, on Tuesday the Hamilton Planning Board voted to approve (2) artificial turf field, a new track and lighting at the HWRHS site. Next step in the project is permitting by the Conservation Commission on one of their future agendas
- B. An RFQ (request for quotes) for designer services for the Middle School & High School Environmental Control System was issued on August 10, 2017 for building automation system for the Middle School and High School Complex. The cost is not to exceed \$80,000 and will be due by 10:00 am on Friday, September 15, 2017, copies are available in the Business Office at 5 School Street, Wenham. This is the first step in the process, the cost for design and installation will be entirely paid for by a \$500,000 grant received from the Mass Department of Energy Resources Green Community Division. This grant was jointly awarded to the Town of Hamilton and Wenham in June 2016. The completion date will be June 29, 2018. Energy systems will be more efficient, about \$90,000 incentives from National Grid and schools received 20-30 thousand for each school in anticipated energy savings.
- C. The district has signed the new Inter-Municipal Agreement (IMA) for sprinklers at the Winthrop Elementary School. The District will present a stand-alone warrant article at the spring Town Meeting and will begin the procurement permit process in August 2018.

- D. Congratulations to Mr. Bob Hickey, Curriculum Leader 6-12 and members of the High School faculty on the summer reading project. Over 50 members sponsored a book and students signed up in June. This Thursday a 90 minute discussion was held to discuss the books. This was a full community read and Dr. Harvey hosted “The Martian”.
- E. Winthrop playground update are in the final stages, 8 week delay on one piece of equipment, a grand opening is scheduled for the end of the month to coincide with the Winthrop ice cream social. Final inspections will be completed before opening the playground.
- F. The League of Women Voters will be hosting event #WTF fact or fiction Decoding Media in 2017, left, right and center, featuring 5 distinguished panelists; free event open to public on October 7, 2017 @ 7:00 PM at the RHS. For more information check the leagues website.

IV. Consent Agenda

- A. Warrants
 - 1. August 16, 2017 Exhibit A
 - 2. August 30, 2017 Exhibit B
- B. Minutes of August 3, 2017 Exhibit C

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA. THERE CAN BE NO FURTHER CHANGES TO THE AGENDA.

**MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand
Unanimously approved by 4 members present**

V. New Business

- A. Donations Exhibit D
 - Volleyball Boosters \$1,800.
 - Friends of HWRHS/MS \$750.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ACCEPT THE DONATIONS LISTED IN EXHIBIT D

**MOTION by Michelle Bailey; SECONDED by Gene Lee
Unanimously approved by 4 members present**

- B. Finalize School Committee Goals for 2017-2018 Exhibit E
 - 1. Finalized goals at the June 15th meeting, did not however finalize steps. Goals in agreement, but not the steps they were not discussed.

- C. Discuss School Committee meeting dates for 2017-2018 Exhibit F

Two issues one is to discuss what is on the schedule and two to discuss the timing, the proposal in the best interest of the district is to move to Wednesday’s. It is in the best interest to merge the two.

Steve Hemman will be attending the 28th of September School Committee Meeting.

D. Warrant Sub-Committee & Related Issues

Exhibit G

Policy should be reviewed and recommendation brought forward before meeting changed to Wednesday's. By-Laws need to be reviewed by Policy subcommittee.

Each time warrants for payroll being signed have come to be an issue. 24 Hours to prepare a payroll is not reasonable, that is not enough time.

Warrant Subcommittee date: September 13th: Jeanise Bertrand, David Polito, Gene Lee

E. Superintendent's Review Process

Joshua Liebow has received 3 of the 5, form can be emailed. Josh would like to present by the next meeting and would like to have all to him by Monday, September 18th

F. Capital Plan Recommendation

Exhibit H

1. Stacey, Michelle and Gene met with Dr. Harvey agreeing to the order on page 33.
2. Recommended to dull committee, page 32 shows sense of order in dollar amounts.
3. These were estimates from a couple of years ago, the business office would need to go back and re-quote the items.
4. Schedule needs to be updated and complete by February for April meetings

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE CAPITAL PLAN FOCUSING FIRST ON THE SAFETY ACCESSABILTY AND THE FIRST BATCH APPROVAL IN-FRSTRUCTURE ITME, WITH ACTION ITEM TO HAVE ADMINISTRATION UPDATE COST TO ITEMS

MOTION by Gene Lee SECONDED by Michelle Bailey

Unanimously approved by 5 members present

G. Longmeadow Property

School Committee representatives on Longmeadow are Jeanise Bertrand and Kerry Gertz, they did not attend the first meeting nor did the representative from the Town.

Update by Gene Lee; Dr. Harvey, Josh Liebow and Gene Lee met with Andrew DeFranza for an update his position on the Longmeadow property and what he has heard and relay information from Towns that he has spoken to them about

Mr. DeFranza is holding the property for now and is interested in working with the schools and because he cannot hold the property indefinitely and is interested in working with the schools; he has heard from the Board of Selectmen and would like to see or hear a public comment from the school district on their interest and what we would like to do. Mr. DeFranza cannot hold the property past October. In general is the school district interested in any or part of the property.

Rick Mitchell Hamilton Planning Board and member of the Hamilton Development Corporation and Bob Stein, Hamilton Panning Board and Chairperson of the Hamilton Development Corporation discussed their interest in the Longmeadow Property on behalf of the The Hamilton Development Corporation and how the District decision would impact affordable housing. Mr. Mitchell expressed if the district could afford buying this property, are you will to spend 3-4 million on this property now. They will be attending all meetings and going to all the parties to push to make a decision from the Towns.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO EXPRESS INTEREST IN ALL OR PART OF THE LONG MEADOW PROPERTY THAT MAY BE AVAILABLE AT A TIME WHEN WE MAKE A FINAL DECISION WHILE WORKING COLLABORATIVELY WITH ALL INTERESTED PARTIES AND STAKEHOLDERS AND FURTHER THAT WE ENCOURAGE THE LONG MEADOW STUDY TO BEGIN MEETING REGULARLY AND TO PROVIDE TIMELY UPDATES TO PREPARE US FOR TOWN MEETING IN THE SPRING

**MOTION by Michelle Bailey SECONDED by Jeanise Bertrand
Unanimously approved by 5 members present**

VI. Committee Reports

A. Communications

- No Report
- Group needs to discuss charge before next meeting

B. Policy-Legislative

- Meeting to discuss the Remote Participation Policy and the Gifts Policy

C. Warrant

- No Report

D. Capital-Finance & Regional Agreement

- Several parts to this, 1st Regional Agreement needs to be updated that has 2 parts: 1 text needs to be cleaned up; second the apportionment and a subset of that is the enrollment study. Trying to clarify and who is representing who. Mr. Sands suggested that the School Committee commission the core study for \$4000. and once figured out ask the consultant to prepare an addendum to his report. Dr. Harvey the base study will do what we are looking for. Gene Lee his concern is that it would be dismissed as in other studies.
- Review scope of study, Dr. Harvey has the scope

E. Student Rep.

- Not present

F. Other-School Liaisons Updates

- Michelle Bailey; MRMS Friends has a meeting Monday; New co-presidents Lori Bouchard and Laurie Johnson
- David Polito; Buker Ice Cream Social on Monday

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE AUTHORIZE GENE LEE TO REVIEW THE SCOPE DISCUSSED OF AN ENROLLMENT STUDY, TO WORK WITH OUR ADMINISTRATION TO ENGAGE SOMEONE TO DO THE STUDY AND TO COMMUNICATE THAT TO BOTH TOWN SELECT BOARD REPRESENTATIVES, IF YOU CHOOSE TO ASK FOR COMPENSATION THAT IS UP TO YOU.

**MOTION by Michelle Bailey SECONDED by Jeanise Bertrand
Approved 4 members 1 abstention**

VII. Vote to Adjourn

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL
COMMITTEE VOTE TO ADJOURN AT 9:01**

**MOTION by David Polito SECONDED by Jeanise Bertrand
Unanimously approved by 5 members present**

**Respectfully submitted
Donna Bunk**