

# HAMILTON WENHAM REGIONAL SCHOOL DISTRICT

## MEETING MINUTES

Date: September 28, 2012  
Time: 7:30 AM  
Location: Administrative Building  
5 School Street  
Wenham, MA 01984

School Committee Attendees: Roger Kuebel, William Wilson, William Dery, Larry Swartz, Sheila MacDonald, Ann Minois, Barbara Lawrence

Other Attendees: Michael Harvey, Jim Powers, Richard Shruhan, William Tyack, John McWane, Catherine Harrison, Richard Boroff, John Tomaz, Don Gallant, Peter Gray, Jack Lawrence, Michelle Bailey

- A. Introductions  
Introductions were made by the School Committee Chair of invited guests
- B. Review of Preliminary audited Financials
  - I. Jim Powers of Powers and Sullivan the District's Auditing firm gave a summary /explanation of financials for the district including 1.Schedule of Federal Grants 2.Management Letter 3.Financial Statements
- C. Review of the draft E&D Submission
  - I. Jim Powers of Powers & Sullivan explained how the calculations were done by the auditing firm and where the information came from
    - 1. Discussed getting the E&D Certified (vote needed) at a later meeting
    - 2. Submission target to be early October
- D. Vote on Cutler Roof Budget
  - 1. Discussion of preferred option cost estimate
  - 2. Discussion of putting repair out to bid, numbers are closest to actual
  - 3. If bidding is lower than expected would there be a problem to do additional items, will check with OPM
  - 4. Facilities Working Group is comfortable with the cost estimate and so is the School Committee Chair
  - 5. Monitors are out, to costly
  - 6. Vote needed

MOTION: AUTHORIZATION OF THE PROJECT TEAM OF THE CUTLER ROOF TO SUBMIT TO THE MSBA (MASSACHUSETTS SCHOOL BUILDING AUTHORITY) THE PREFERRED COST ESTIMATE OF \$573,388.20 WITH THE ADDED ALTERNATES OF \$13,480.00, DATED SEPTEMBER 25, 2012. APPROVED: 7-0-0

- E. Update on the VDPW
  - 1. Explanation of the Flow Chart
  - 2. Explanation of the Timeline
  - 3. Question was asked as to whose budget this would be in, the answer was given as this has not yet been determined. All three entities will be working together, we will be equal partners, with one director

F. Audience Comments

1. Hamilton FinCom member spoke as the members of the FinCom voted in favor of the Cutler Roof Project but they were unfavorable to the \$88,000 of residing the administrative building and would like the administration to move back into one of the other buildings

School Committee Chair asked if a meeting could be set up with the FinCom to discuss this further

G. Adjourn @ 9:00 AM

Reference Materials Presented: Estimated General Fund E&D and available Special Revenue Revolving Funds, June 30, 2012

FY 12 Audited Financial Statements, dated: 9/27/12

FY 12 Change in available E&D, dated 9/27/12

Preferred Option Cost Estimate, dated 9/25/12

Statement of Purpose Town of Hamilton-Town of Wenham & the HWRSD

Flow Chart

Timeline for Department of Public Facilities & Infrastructure