

Bonny Eagle School District

FINANCE-FACILITIES COMMITTEE MEETING MINUTES

Thursday, June 9, 2022/5:00 p.m. (*meeting began earlier than scheduled*)

Central Office Conference Room
94 Main Street, Buxton, ME 04093

Present: Julie Anderson @ 4:55 p.m.
Nathan Carlow
Kelley Heath
John Sargent

Excused: Don Marean

Other: Bill Brockman, Business Manager
Adam Thibodeau, Co-Facilities Director

Meeting Packet link: [Finance-Facilities Meeting Packet 6.9.22](#)

1. Mr. Sargent called the meeting to order at 4:22 p.m.

2. **Public Comments**

There were no members of the public present to address the committee

3. **Approval of the previous Finance-Facilities Committee Meeting Minutes**

Moved by Mr. Carlow: seconded by Ms. Heath:

To approve the minutes of the April 7, 2022 Finance-Facilities Committee meeting as presented.

VOTED: "Yes," Unanimously

4. **Review of A/P and Payroll Warrants and Financial Reports:**

a. Approval of the A/P and Payroll Warrants

May warrants: [Warrant Summary May 2022](#)

Moved by Mr. Carlow: seconded by Ms. Heath:

To approve all warrants as presented

VOTED: "Yes," Unanimously

b. The Top 25 Expenditures were reviewed. [Top 25 Expenditures May 2022](#)

Discussion:

- Update of Fuel Costs: Negotiated new Propane contract for three years at \$1.91 gallon. Currently awaiting update of other fuels remaining gallon balances before engaging in new contracts for gas, diesel and heating oil.

- c. Financial Report:
Mr. Brockman reviewed the Financial Report: link to the report is [Financial Report May 2022](#)
- Mr. Brockman noted that salaries are higher than anticipated in Article 8. This is in part due to having less drivers and they are working overtime.

5. **Other Finance Discussion Items:**

- a. COVID Funding Update: [May 2022 Covid Funding Update](#)
Mr. Brockman reviewed the funding update provided in the link above.

6. **Facilities Update**

- a. Facilities Update - Mr. Thibodeau reviewed the items within the Facilities update:
[Facilities Update for 6.9.22](#)

Additional Facilities highlights:

- Anticipate having the Storage Building completed during the 2022-2023 school year.
- Site application approved by the Town of Standish re: Storage Building and Fueling Station/Propane tank.
- Mr. Thibodeau noted that there are several projects that are currently encumbered within this year's budget that work will continue on to the next school year. The funds dedicated to these projects will become part of the Capital Improvement Reserve fund and he and Mr. Brockman will bring a request forward to the board for approval to access the funding and finish the projects begun. Anticipated cost to complete the projects encumbered currently in the general fund is about \$305,000.00
- Classroom numbering – Mr. Thibodeau reported that a resident has offered to do vinyl numbering for all classrooms within the district. The committee agreed that Mr. Thibodeau should reach out to the person and collect further information i.e. identify full scope of project, unanticipated costs, etc.
- Mr. Thibodeau brought forward to the committee his recommendation to establish district "branding" in an effort to have consistency throughout school signage and color choices. The committee asked Mr. Thibodeau to bring forth a sample. This item could also become part of the Facilities master plan moving forward.
- Update on John Cross Land Easement: Mr. Thibodeau reported that he and Mr. Brockman had met with representatives from Drummond Woodsum at Edna Libby to review the site for the location of the septic system and view where Mr. Cross's easement is based on preliminary review of the deed. The next step will involve the district having the right of way surveyed as well as Mr. Cross having his own land survey done. Mr. Cross's intent, to the best of the district's knowledge, is to use the easement to access his property during the summer months to harvest the timber. Mr. Thibodeau will continue to update the committee as new information comes through.

7. **Other Facilities Discussion:**

Request for Qualifications – Facilities Master Planning and Design Services – Mr. Brockman provided within the meeting packet a copy of the RFQ. He has asked the committee members to review the document and can continue the discussion at the next meeting on July 13, 2022. The RFQ is set to go out for bid on July 15, 2022. Mr. Brockman has set aside \$100,000 for planning in the next budget but feels it is likely to cost more than this. It may have to be addressed as phases in order to be funded.

8. **Adjournment:**

Moved by Mr. Sargent: seconded by Ms. Anderson

To adjourn the meeting at 5:48 p.m.

VOTED: "Yes," Unanimously