



MAINE SCHOOL ADMINISTRATIVE DISTRICT #6

Finance & Facilities Committee Website

FINANCE & FACILITIES COMMITTEE MEMBERS



| | | | | |
|--|--|--|---|---|
| <p>Lindsey A. Atkinson At-Large Board Member; Term Expires 2023 (June) MSBA Delegate Buxton Residency latkinson @bonnyeagle.org 207-939-8556</p> | <p>Erika M. Creutz At-Large Board Member; Board Vice-Chair; Term Expires 2025 (June) Standish Residency ecreutz @bonnyeagle.org 727-804-3171</p> | <p>Donald G. Marean At-Large Board Member; Committee Vice-Chair Term Expires 2025 (June) Hollis Residency dmarean @bonnyeagle.org 207-727-5527</p> | <p>John M. Sargent At-Large Board Member; Committee Chair Term Expires 2023 (June) Standish Residency jsargent @bonnyeagle.org 207-776-9687</p> | <p>Christina M. Silvestri At-Large Board Member; Term Expires 2025 (June) Limington Residency csilvestri @bonnyeagle.org 207-749-3336</p> |
|--|--|--|---|---|

Finance & Facilities Meeting Packet
Wednesday, November 9, 2022

Finance & Facilities Meeting Agenda

Finance & Facilities Meeting

Wednesday, November 9, 2022

4:00 pm – 5:30 pm Central Office
Conference Room

- ITEM 1 Call to Order
- ITEM 2 Public Comments
- ITEM 3 Approve Minutes of Previous Meeting

FINANCE ITEMS

- ITEM 4 REVIEW OF A/P & PAYROLL WARRANTS & FINANCIAL REPORTS
 - A. - D/A Accounts Payable / Payroll Warrant Summary
 - B. - D/ Top 25 Expenditures
 - C. - D/ Interim Financial Report
 - D. - D/ Financial Dashboards
 - E. - D/ Covid Funding Update
- ITEM 5 OTHER FINANCE DISCUSSION/ACTION ITEMS
 - A. – D/ FY22 Federal Compliance Audit (RHR Smith & Company)
 - B. – D/ Other Discussion Items

FACILITIES ITEMS

- ITEM 6 FACILITIES DISCUSSION ITEMS
 - A. - D/ Facilities Update/Photos – Adam Thibodeau
- ITEM 7 OTHER FACILITIES DISCUSSION/ACTION ITEMS
 - A. – D/ Facility Master Plan RFQ/RFP Responses due 10/31/22
 - B. – D/ SRRF Applications (new) submitted to State 10/31/22
 - C. – D/ Update on Warehouse and fueling station progress
 - D. – D/ Underground fuel storage tanks Progress
 - E. – D/ Correspondence from DWM re: John Cross Lot/Easement
 - F. – D/ Other Discussion Items

ITEM 8 ADJOURNMENT

Respectfully submitted

William Brockman

Business Manager of Finance & Operations

Finance & Facilities Meeting Minutes

Item 3

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Bonny Eagle School District

FINANCE-FACILITIES COMMITTEE MEETING MINUTES

Wednesday, October 12, 2022/4:00 p.m.

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

Present: Lindsey Atkinson
Erika Creutz
Don Marean
John Sargent, Finance-Facilities Committee Chair
Christina Silvestri
Riley McKinley, Student Representative

Other: Bill Brockman, Business Manager
Clay Gleason, Superintendent
Dawn Pooler, Finance Manager
Adam Thibodeau, Facilities Director

Meeting Packet link: [Finance-Facilities Meeting Packet 10/12/22](#)

1. Mr. Sargent called the meeting to order at 4:01 p.m.
2. **Public Comments**
No public comments.
3. **Approval of the previous Finance-Facilities Committee Meeting Minutes**

Moved by Mr. Marean seconded by Ms. Atkinson:
To approve the minutes of the September 12, 2022 Finance-Facilities Committee meeting as presented.

VOTED: "Yes," Unanimous
4. **Review of A/P and Payroll Warrants and Financial Reports:**
 - a. Review of the A/P and Payroll Warrants
September warrants [Warrant Summary September 2022](#)
 - b. The Top 25 Expenditures were reviewed
September 2022 Top 25 Expenditures: [Top 25 Expenditures September 2022](#)

Discussion:

 - Are all staff covered under MSMA Workers Compensation? Yes, although there are different rates depending on job category i.e. bus driver, custodian, teacher.
 - c. Financial Report:
Mr. Brockman reviewed the Financial Reports for September 2022: [Financial Report for September 2022](#)

Finance & Facilities Meeting Minutes

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- d. Mr. Brockman shared with the committee the Dashboard for the month of September 2022. These can be found within the meeting packet on pages 13 through 15. [10/12/22 Meeting Packet](#)

Supplemental requests are mostly expended. Positions that were approved within the Supplemental budget have been moved into the correct article that they will reside in to ensure appropriate payroll process is followed.

Mr. Brockman noted that revenues are a little bit ahead of where he anticipated

- e. COVID Funding Update: [Covid Funding Update September 2022](#) Ms. Pooler reviewed the funding update. The district has received reimbursement for ESSER 3 through June 2022.

5. **Other Finance Discussion Items:**

Mr. Brockman reported that the Audit Draft is under review by himself and Ms. Pooler noting that there are a few areas that they need to clarify before signing off on the draft.

There is a tour of Hollis Elementary for School Board Members scheduled for Monday, October 24th at 10:00 a.m. to view the renovations made over the summer.

6. **Facilities Update**

- a. Facilities Update/Photos - Mr. Thibodeau reviewed the items within the Facilities update: [Facilities Update for September 2022](#) as well as review photos of summer projects that have been completed and/or close to completion.

7. **Other Facilities Discussion/Action Items**

- a. SRRF Application and Process

Mr. Brockman shared with the committee that a new round of SRRF applications are currently open. The district is working with Honeywell to identify qualifying needs in the district. The deadline for submitting an application is October 31, 2022. Notice of award date is February 1, 2023. If awarded funding the district will bring this before the full School Board for their consideration to accept the SRRF funding.

Moved by Ms. Creutz seconded by Ms. Silvestri:

Approval for the Facilities Manager, Adam Thibodeau, to work with Honeywell in order to submit an application should qualifying projects be identified during Honeywell's evaluation.

VOTED: "Yes," Unanimous

- b. Fuel Contracts Gas/Diesel/Propane/Heating Oil

Mr. Brockman informed the committee that the district has purchased fuels from Dennis K. Burke.

- Gas 20,000 gallons at \$2.94/gallon effective 9/9/22
- Heating oil 30,000 gallons at 3.63/gallon effective 9/26/22
- Diesel 30,000 gallons at 3.69/gallon effective 9/26/22
- Propane has an existing contract through June 2025 at a cost of \$1.915/gallon
- Electricity has an existing contract through the fall of 2023 at \$.06780/kWh

Discussion:

Finance & Facilities Meeting Minutes

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- The district will need to begin looking at renewing the electricity contract. Ms. Creutz shared that she has been contacted by a representative of Revision Energy in regards to solar option. Mr. Brockman believes it would be appropriate to begin looking at solar energy options/incentives.

Ms. Creutz will reach out to the Revision Energy representative and give him Mr. Brockman's and Mr. Thibodeau's contact information to begin discussions.

c. Underground Fuel tank storage

The heating oil tank at HB Emery failed its required inspection. In response to this it was decided it would be better to convert this site to propane gas burners and a heat pump hot water heater. The new propane tanks to be installed at HBE will not be purchased and will be owned by the supplier, PitStop Fuels. The breakout of approximate expense of the project is as follows:

| | |
|---|--------------------|
| PitStop – tanks, piping install | \$ 8,633.02 |
| Petroleum Maint Systems – Disc. UG Tank | \$12,400.00 |
| Dixon P&H Water Heater | \$19,475.00 |
| Dixon P&H Boiler Conversion/Burners | \$16,738.00 |
| Excavation/Site work | <u>\$ 2,500.00</u> |
| | \$59,746.02 |

- What are we using for a vaporizer? HBE does not need one for the size of the tank, however, a new tank at the middle school will require one.
- Will the existing heating oil tank need to be removed? Mr. Thibodeau responded that it does not need to be removed. It can remain underground as long as it has a treatment that is sprayed inside the tank the DEP will allow it to remain in place.

In addition to the HBE failing inspection, the tank at BEMS 10-year warranty has expired. It must be upgraded in order to obtain another 10-year warranty. Due to the expense of upgrades the district is looking at installing propane tanks to be used for heating. The existing boiler at BEMS is dual fuel so a conversion is not needed. Potential cost is around \$35,000.

Through the inspection of tanks the Mr. Thibodeau has obtained a Certificate of Training in Oil Storage Tank Class A/B Operator. It is required that the district have someone with these credentials.

d. PFAS Update

The district continues to utilize water donated from Poland Spring at those sites previously deemed to have higher than recommended levels. Mr. Thibodeau is working with the State and the engineering firm of Sevee & Maher Engineers to find best solutions to mitigate PFAs levels. Although the State has said there is funding available for treatment systems, most of the treatment systems would have on-going costs to the district. The district would be required to up front all expenses prior to receiving any type of reimbursement from the State.

e. Other discussion items

Edna Libby Easement

On behalf of the district, Drummond Woodsum has submitted a letter to the Town of Standish Code Enforcement Officer informing the Town that the district does not see Mr. Cross's easement as a viable access to develop his property adjacent to Edna Libby as it is non-conforming and does not

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meet the requirements of a 50-foot-wide access way. A full copy of the letter sent to the town is in the meeting packet on pages 41-44.

8. Adjournment:

Moved by Ms. Creutz: seconded by Ms. Silvestri
To adjourn the meeting at 5:37 p.m.

VOTED: "Yes," Unanimously





MAINE SCHOOL ADMINISTRATIVE DISTRICT #6

Finance & Facilities Committee Website

FINANCE & FACILITIES COMMITTEE

Finance Items

FINANCE ITEMS

ITEM 4 REVIEW OF A/P & PAYROLL WARRANTS & FINANCIAL REPORTS

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- B. - D/ Top 25 Expenditures
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- D. - D/ Financial Dashboards
- E. - D/ Covid Funding Update

ITEM 5 OTHER FINANCE DISCUSSION/ACTION ITEMS

- A. - D/ FY22 Federal Compliance Audit (RHR Smith & Company)
- B. - D/ Other Discussion Items

Finance & Facilities Meeting Packet

Wednesday November 9, 2022

MAINE SCHOOL ADMINISTRATIVE DISTRICT # 6

Serving the Towns of Buxton, Hollis, Limington, Standish and Frye Island
94 Main Street, Buxton, E 04093 Phone 207-929-3831 | Fax 866-646-9748

Finance & Facilities Meeting Warrant/Payroll Summary

Item 4-A

MAINE SCHOOL ADMINISTRATIVE DISTRICT 6 FINANCE & FACILITIES WARRANT SUMMARIES October-22

WARRANT

| # | TYPE | DATE | | AMOUNT |
|--------------------|------|-------------|---------------|------------------------|
| 23.08 | AP | 10/14/22 | | \$ 420,433.49 |
| 23.07 | PR | | Gross Payroll | \$ 1,540,513.93 |
| | PR | | Insurance | |
| | | (September) | MainePERS | \$ 243,738.66 |
| SUBTOTAL | | | | \$ 2,204,686.08 |
| 23-09 | AP | 10/28/22 | | \$ 407,799.37 |
| 23.08 | PR | | Gross Payroll | \$ 1,534,594.23 |
| | PR | | Insurance | \$ 819,549.22 |
| | | | MainePERS | |
| SUBTOTAL | | | | \$ 2,761,942.82 |
| GRAND TOTAL | | | | \$ 4,966,628.90 |

Finance & Facilities Meeting Top 25 Expenditures

Top 25 Expenditures October 2022

Accounts Payable
Warrants 23-08 & 23-09
Total: \$828,759.86

| Check # | Vendor | Description | Amount |
|---------|---------------------------------|--|---------------------|
| 150996 | BANA CORP | ELECTRICAL WORK & UPGRADES DISTRICT | \$74,177.10 |
| 151303 | SYSCO OF NORTHERN NEW ENG. | NUTRITION SUPPLIES DISTRICT WIDE 23-09 | \$50,074.07 |
| 151002 | CENTRAL MAINE POWER | ELECTRICITY EXPENSE 23-08 | \$37,243.02 |
| 151102 | SYSCO OF NORTHERN NEW ENG. | NUTRITION SUPPLIES DISTRICT WIDE 23-08 | \$37,056.12 |
| 151256 | MSMA WORKERS COMP TRUST | MONTHLY WORKERS COMPENSATION PYMT | \$27,638.00 |
| 151277 | PITSTOP FUELS INC | PROPANE EXPENSE 23-09 | \$24,556.46 |
| 151276 | PINE TREE WASTE INC. | MONTHLY TRASH REMOVAL | \$21,990.93 |
| 150983 | AMAZON CAPITAL SERVICES, INC. | SUPPLIES - DISTRICT WIDE 23-08 | \$21,745.76 |
| 151273 | PINE STATE ASPHALT, INC. | SIDEWALKS BEMS & BEHS | \$21,000.00 |
| 151018 | GLOWFORGE, INC. | TECHNOLOGY EQUIPMENT - ESSER 2 | \$19,166.00 |
| 155275 | PINE TREE SOCIETY FOR HANDICAP | SP-ED CONTRACTED SERVICES | \$16,500.00 |
| 151372 | LIBBY, DAN | WALK-IN COOLER REPLACEMENT NUTRITION | \$14,000.00 |
| 151187 | AMAZON CAPITAL SERVICES, INC. | SUPPLIES - DISTRICT WIDE 23-09 | \$13,455.75 |
| 151012 | DRUMMOND WOODSUM | LEGAL FEES | \$12,459.36 |
| 151089 | SCHOOL PSYCHOLOGY ASSOC. | SP-ED CONTRACTED SERVICES | \$11,636.25 |
| 151206 | DENNIS K. BURKE, INC. | MONTHLY FUEL EXPENSE | \$11,516.51 |
| 151075 | PRECISION WELDING & FABRICATION | SRRF HOLLIS ADA PROJECT | \$11,240.00 |
| 151048 | MSMA UC FUND | MONTHLY UNEMPLOYMENT EXPENSE | \$11,104.57 |
| 151221 | HEARTLAND | NUTRITION SOFTWARE | \$11,057.50 |
| 151114 | VODAVI TECHNOLOGIES | TECH SUPPORT NETWORK & FIREWALL | \$10,238.70 |
| 151066 | PITSTOP FUELS INC | PROPANE EXPENSE 23-08 | \$9,493.81 |
| 151225 | HILLYARD NEW ENGLAND | CUSTODIAL SUPPLIES DISTRICT WIDE | \$9,080.56 |
| 151106 | TOWN OF STANDISH | BUILDING PERMIT- STORAGE BUILDING | \$8,650.06 |
| 151190 | SCHOOL SPECIALTY LLC | SUPPLIES - DISTRICT WIDE | \$8,395.90 |
| | | | |
| | | | |
| | % OF ALL AP | 72.49% | \$493,476.43 |

Finance & Facilities Meeting Interim Financial Report

Item 4-C

| Revenues, Expenditures, and Changes in Fund Balance | | | | | | |
|--|--|---|----------------------|--|--|---|
| General Fund Summary/ Prepared for the November 9th Finance Committee meeting | ADOPTED / ADJUSTED BUDGET 2022-23 | ACTUALS YTD 2022-23 10/31/2022 | % BAL LEFT YTD | PROJECTED YEAR END TOTALS 2022-23 | PROJECTED YEAR END BALANCES REMAINING | ACTUALS YTD 2021-22 10/31/2021 |
| STATE SUBSIDY (GPA) | \$21,947,907 | \$8,289,682 | 62.23% | \$21,947,907 | \$0 | \$5,763,833 |
| BALANCE FORWARD | \$2,350,000 | \$2,350,000 | 0.00% | \$2,350,000 | \$0 | \$1,375,000 |
| SPECIAL ED REVENUES | \$200,000 | \$48,519 | 75.74% | \$190,000 | (\$10,000) | \$25,737 |
| MISCELLANEOUS REVENUES | \$40,000 | \$110,304 | -175.78% | \$50,000 | \$10,000 | \$53,443 |
| BUILDING USE RECEIPTS | \$0 | \$0 | #DIV/0! | \$0 | \$0 | \$0 |
| LOCAL TAX ASSESSMENT | \$31,997,879 | \$9,870,341 | 69.78% | \$31,997,879 | \$0 | \$9,728,290 |
| REVENUES OVER (UNDER) ESTIMATE | \$56,535,786 | \$20,468,645 | 63.79% | \$56,535,786 A | \$0 | \$19,946,304 |
| Article 1 - REGULAR INSTRUCTION | \$21,988,114 | \$3,446,694 | 84.33% | \$21,580,451 | \$398,663 | \$3,096,880 |
| Article 2 - SPECIAL EDUCATION | \$9,712,670 | \$1,559,027 | 83.96% | \$9,536,579 | \$176,091 | \$1,797,406 |
| Article 3 - CAREER & TECH ED | \$10,000 | \$0 | 100.00% | \$0 | \$10,000 | \$0 |
| Article 4 - OTHER INSTRUCTION | \$1,002,459 | \$202,122 | 79.84% | \$994,285 | \$16,175 | \$115,843 |
| Article 5 - STUDENT & STAFF SUPPORT | \$5,570,928 | \$1,497,005 | 73.13% | \$5,469,927 | \$101,001 | \$1,546,893 |
| Article 6 - SYSTEM ADMINISTRATION | \$1,588,668 | \$478,650 | 69.86% | \$1,559,757 | \$28,901 | \$425,885 |
| Article 7 - SCHOOL ADMINISTRATION | \$2,815,345 | \$682,519 | 75.41% | \$2,764,802 | \$50,533 | \$772,581 |
| Article 8 - TRANSPORTATION & BUSES | \$3,886,082 | \$978,485 | 74.74% | \$3,795,990 | \$70,092 | \$991,630 |
| Article 9 - FACILITIES MAINTENANCE | \$8,159,441 | \$2,734,645 | 66.48% | \$7,833,084 | \$326,378 | \$2,179,357 |
| Article 10 - DEBT & OTHER COMMITMENTS | \$1,803,690 | \$1,633,655 | 9.43% | \$1,803,690 | \$0 | \$1,614,093 |
| Article 11 - ALL OTHER EXPENSES | \$16,910 | \$500 | 97.04% | \$15,900 | \$0 | \$2,350 |
| EXPENDITURES (OVER) UNDER BUDGET | \$56,535,786 | \$13,221,483 | 76.81% | \$55,355,534 B | \$1,180,252 | \$13,342,517 |
| REVENUES OVER / (UNDER) EXPENSES | \$0 | \$7,247,162 | | A + B + C C | \$1,180,252 | \$6,603,786 |
| As a % of Approved Budget | | 23.99% | | | 2.09% | 25.55% |
| PROJECTED CHANGE IN FUND BALANCE (FY23 YEAR END) | | | | | | |
| FUND BALANCE BEGINNING OF YEAR | | | | | \$9,395,381 | |
| As a % of ENACTED Budget | | | | | 16.62% | |
| LESS: FUND BAL Carried Forward FY22 | | | | | (\$2,350,000) | |
| REVENUES OVER / (UNDER) EXPENSES | | | | | \$1,180,252 | |
| LESS: | | | | | | |
| >Article 9 BALANCE to Capital Reserve | | | | | (\$326,378) | |
| >Article 5 BALANCE to Capital Technology Reserve | | | | | (\$80,000) | |
| > PROJECTED AUDIT ADJUSTMENTS | | | | | (\$225,000) | |
| FUND BALANCE END OF YEAR 22-23 | | | | | \$7,594,255 | |
| As a % of 22-23 Budget | | | | | 13.43% | |
| NET CHANGE IN FUND BALANCE | | | | | (\$1,601,125) | |
| PROJECTED CARRY FORWARD 23-24 | | | | | \$2,350,000 | |
| FUND BALANCE AVAILABLE FOR FY25 | | | | | \$5,244,255 | |
| | | | | | | |
| FOOD SERVICE | ADOPTED / ADJUSTED BUDGET 2022-23 | ACTUALS YTD 2022-23 10/31/2022 | % BAL LEFT YTD | PROJECTED YEAR END TOTALS 2022-23 | PROJECTED YEAR END BALANCES REMAINING | ACTUALS YTD 2021-22 10/31/2021 |
| REVENUES | \$1,935,150 | \$403,371 | 79.18% | \$1,838,393 | (\$96,758) | \$119,905 |
| EXPENDITURES | \$1,935,150 | \$524,878 | 72.88% | \$1,896,447 | \$38,703 | \$445,104 |
| BALANCE | \$0 | (\$121,507) | | (\$58,055) | (\$135,461) | (\$325,289) |

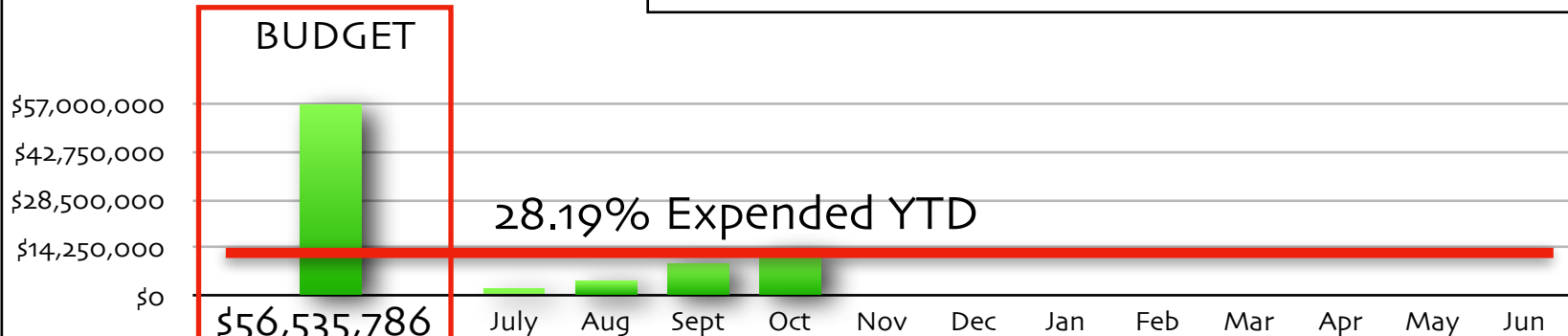
Finance & Facilities Meeting - Financial Dashboards

Item 4-D

EXPENDITURES - OCTOBER

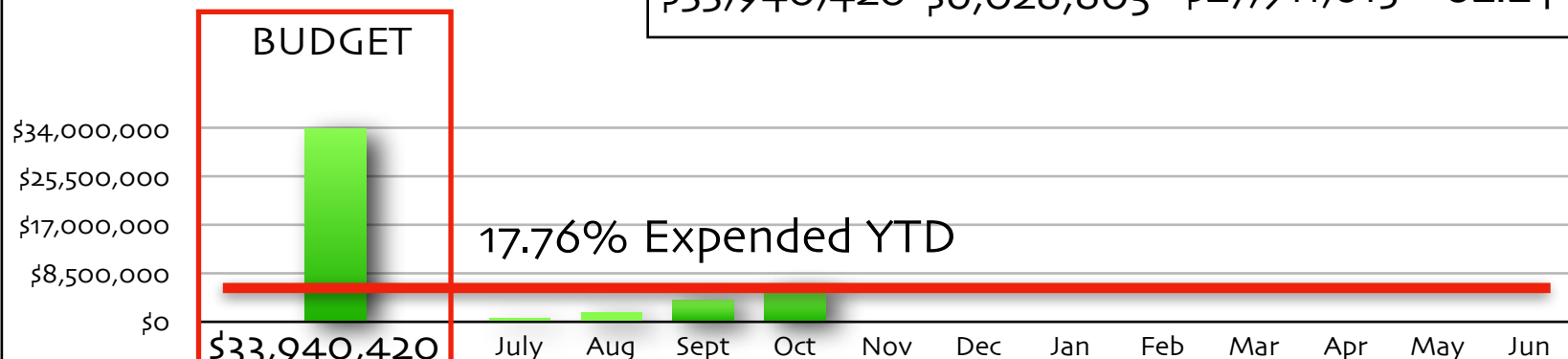
TOTAL GENERAL FUND EXPENDITURES

| BUDGET | \$EXPENDED YTD | \$REMAINING | %REMAINING |
|--------------|----------------|--------------|------------|
| \$56,535,786 | \$13,221,483 | \$43,314,303 | 76.61% |



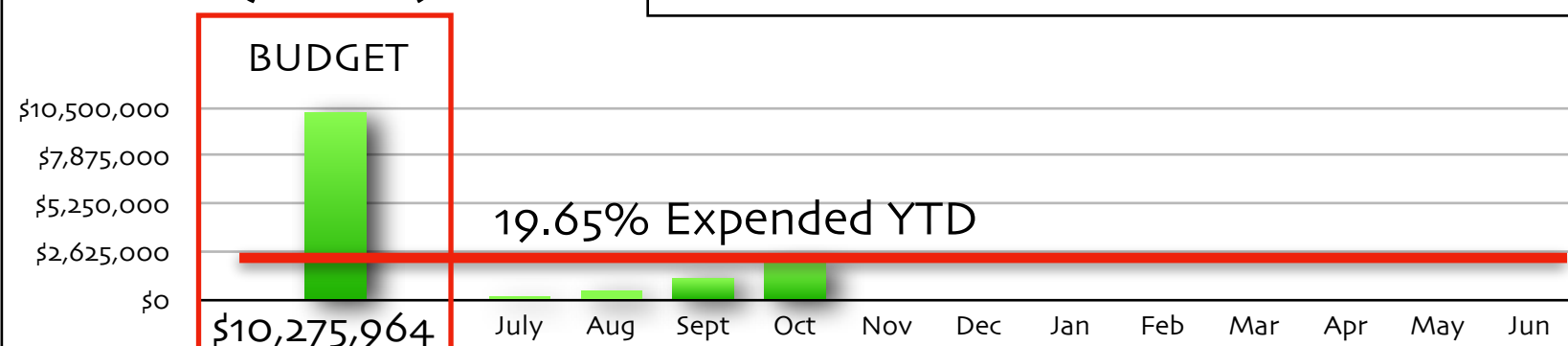
SALARIES (Cat 10)

| BUDGET | \$EXPENDED YTD | \$REMAINING | %REMAINING |
|--------------|----------------|--------------|------------|
| \$33,940,420 | \$6,028,805 | \$27,911,615 | 82.24% |



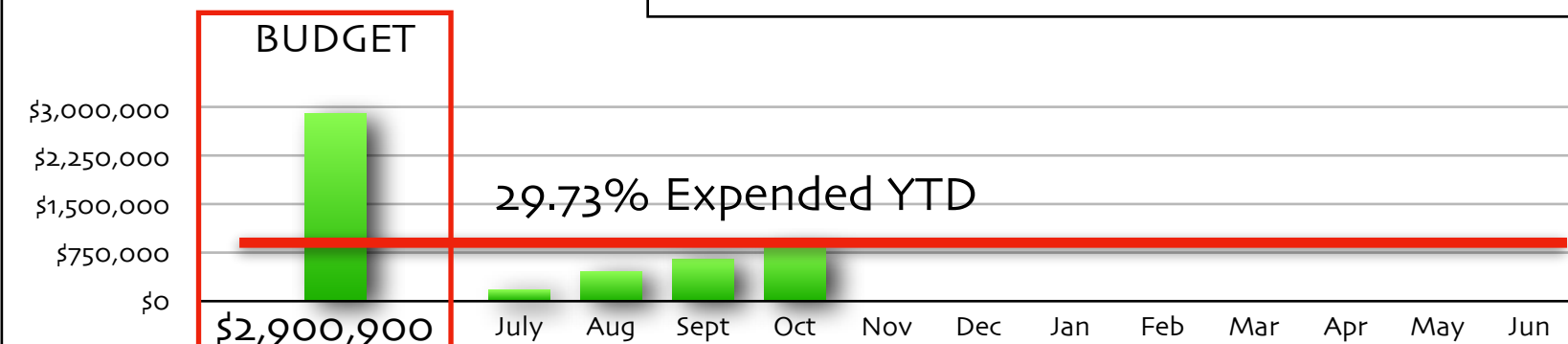
EMPLOYEE BENEFITS (Cat 20)

| BUDGET | \$EXPENDED YTD | \$REMAINING | %REMAINING |
|--------------|----------------|-------------|------------|
| \$10,275,964 | \$2,019,487 | \$8,256,477 | 80.35% |



PER PUPIL ALLOCATIONS (Cat 30)

| BUDGET | \$EXPENDED YTD | \$REMAINING | %REMAINING |
|-------------|----------------|-------------|------------|
| \$2,900,900 | \$862,474 | \$2,038,426 | 70.27% |



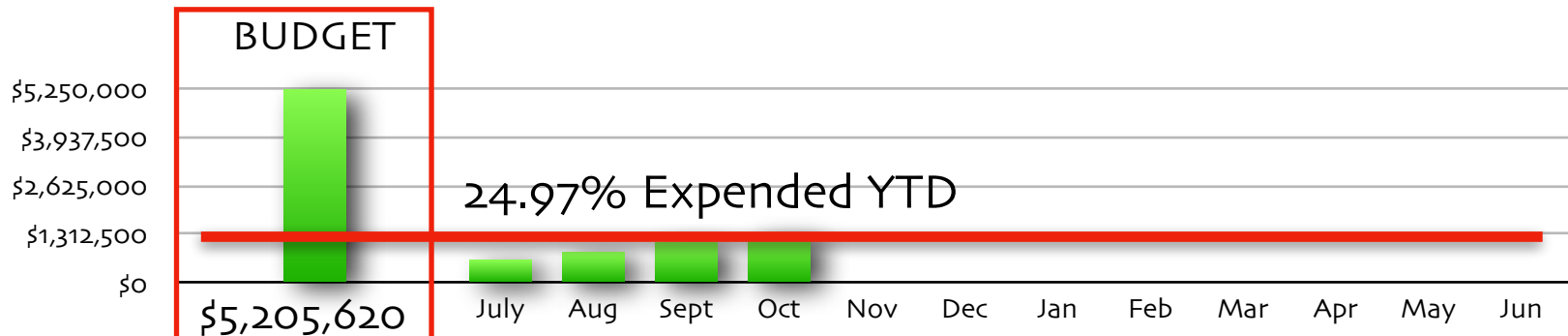
Finance & Facilities Meeting - Financial Dashboards

Item 4-D

EXPENDITURES - OCTOBER

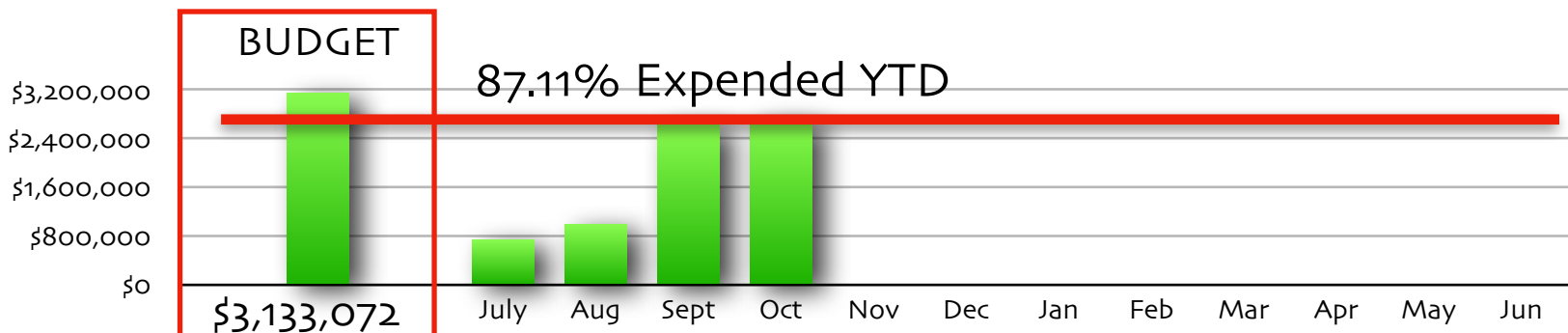
RECURRING COSTS (Cat 40)

| BUDGET | \$EXPENDED YTD | \$REMAINING | %REMAINING |
|-------------|----------------|-------------|------------|
| \$5,205,620 | \$1,299,634 | \$3,905,986 | 75.03% |



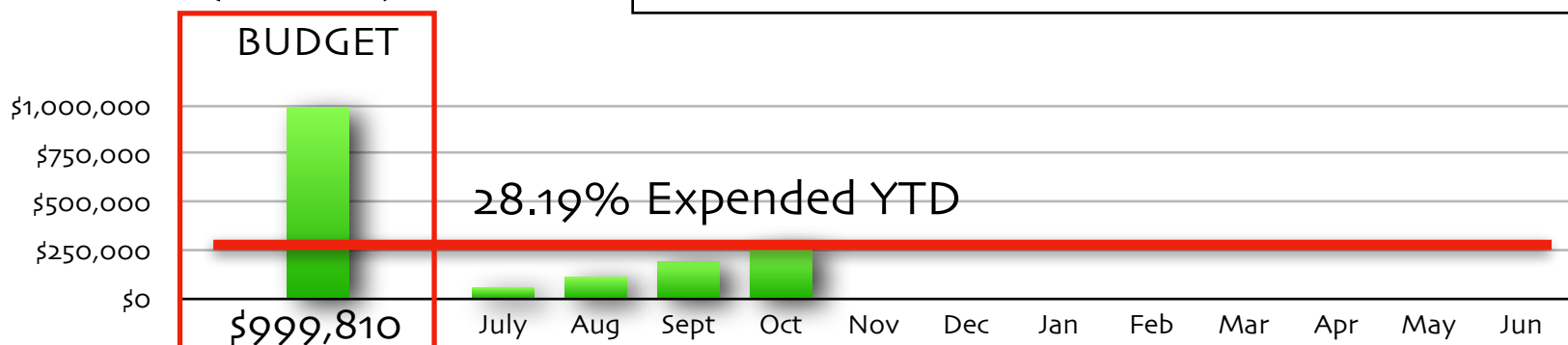
CURRENT DEBT SERV (Cat 50)

| BUDGET | \$EXPENDED YTD | \$REMAINING | %REMAINING |
|-------------|----------------|-------------|------------|
| \$3,133,072 | \$2,729,268 | \$403,804 | 12.89% |



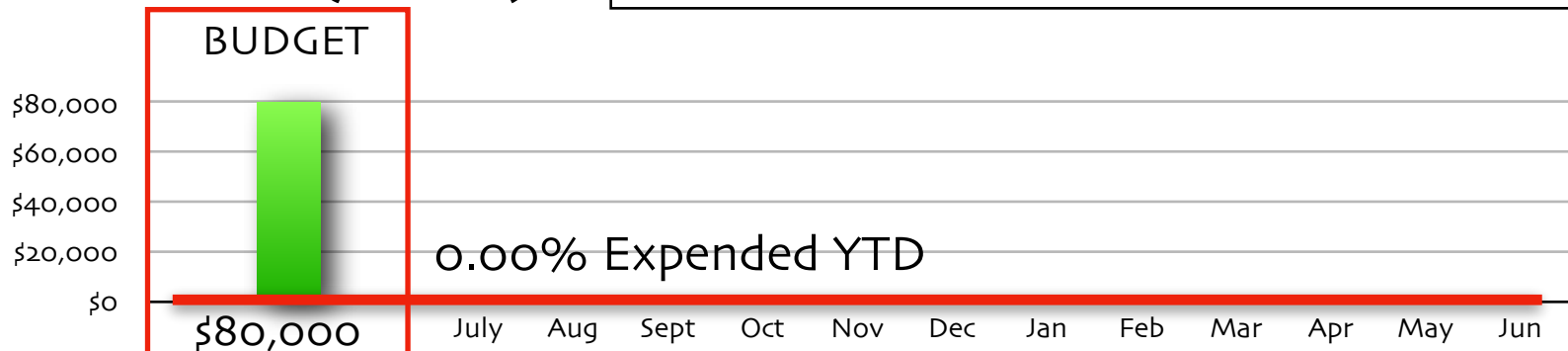
CAPITAL REQUESTS (Cat 70)

| BUDGET | \$EXPENDED YTD | \$REMAINING | %REMAINING |
|-----------|----------------|-------------|------------|
| \$999,810 | \$281,814 | \$717,996 | 71.81% |



NEW DEBT SERVICE REQUESTS (Cat 80)

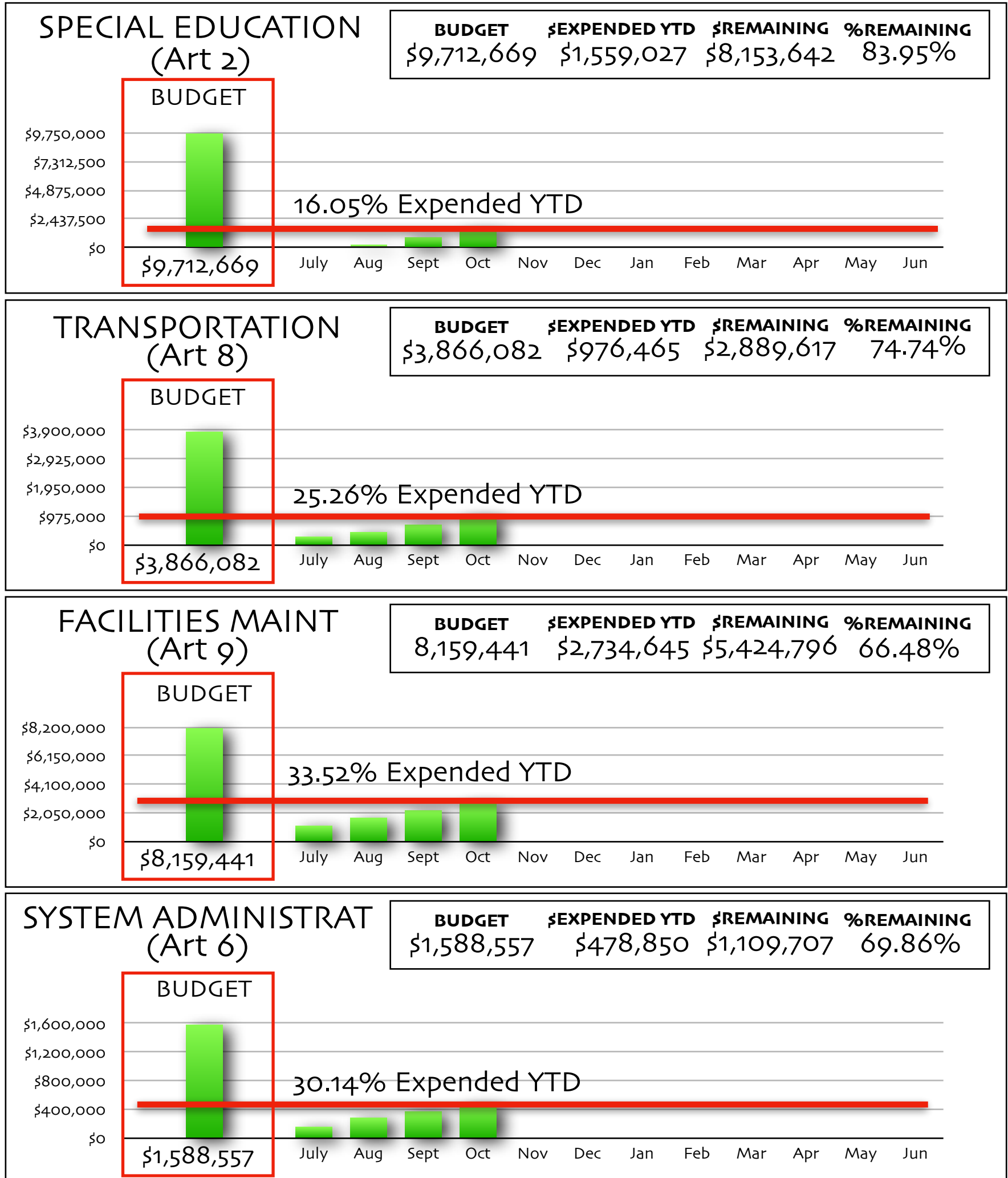
| BUDGET | \$EXPENDED YTD | \$REMAINING | %REMAINING |
|----------|----------------|-------------|------------|
| \$80,000 | \$0 | \$80,000 | 100.00% |



Finance & Facilities Meeting - Financial Dashboards

Item 4-D

EXPENDITURES - OCTOBER



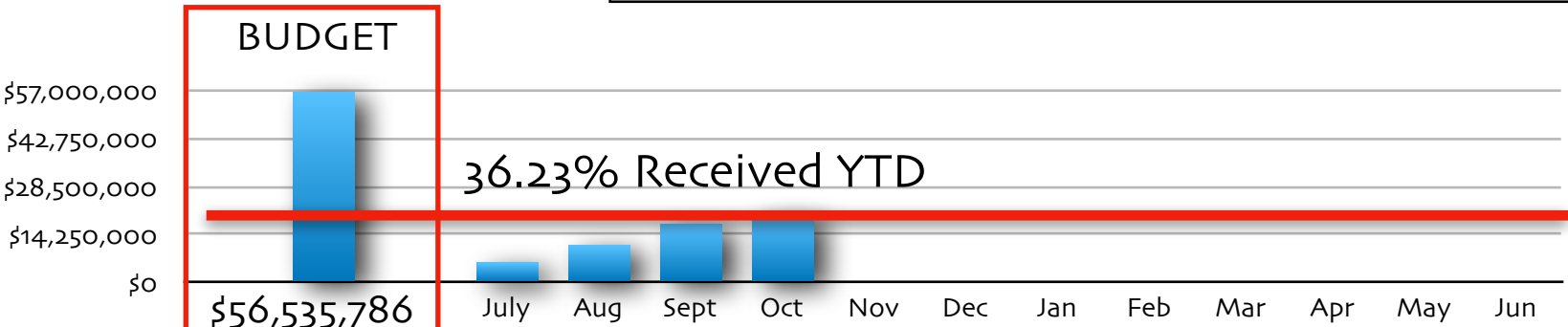
Finance & Facilities Meeting - Financial Dashboards

Item 4-D

REVENUES - OCTOBER

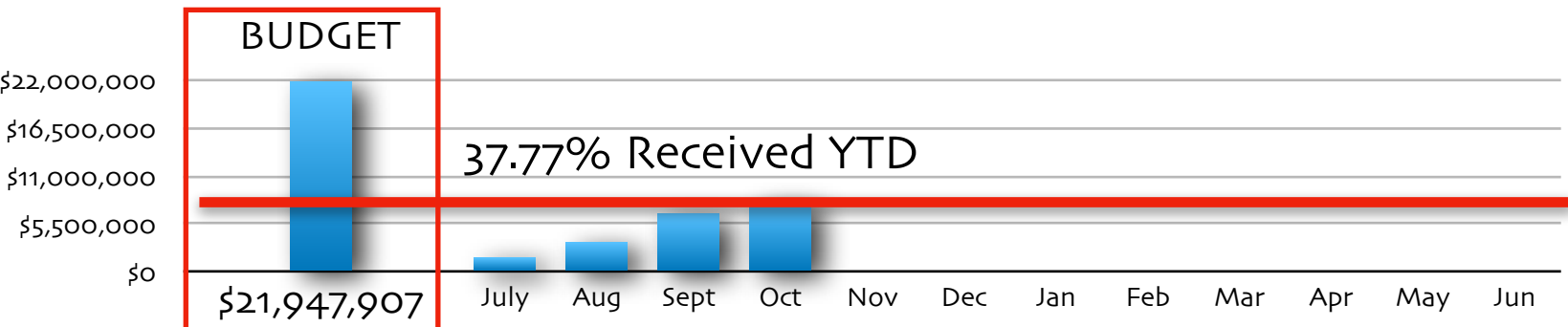
TOTAL GENERAL FUND REVENUES

| BUDGET | \$RECEIVED YTD | \$REMAINING | %REMAINING |
|--------------|----------------|--------------|------------|
| \$56,535,786 | \$20,482,686 | \$36,053,100 | 63.77% |



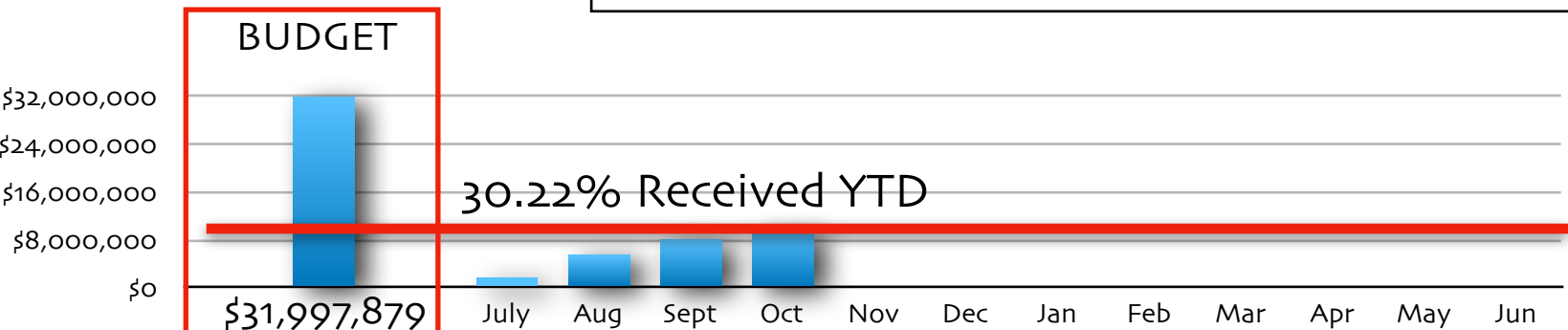
STATE SUBSIDY (GPA)

| BUDGET | \$RECEIVED YTD | \$REMAINING | %REMAINING |
|--------------|----------------|--------------|------------|
| \$21,947,907 | \$8,289,682 | \$13,658,225 | 62.23% |



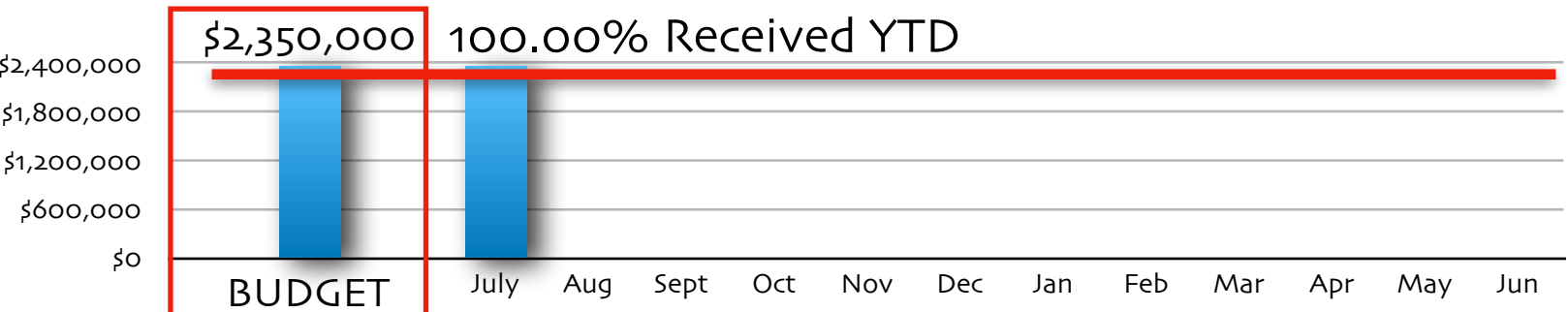
LOCAL ASSESSMENTS

| BUDGET | \$RECEIVED YTD | \$REMAINING | %REMAINING |
|--------------|----------------|--------------|------------|
| \$31,997,879 | \$9,670,341 | \$22,327,538 | 69.78% |



BALANCE FORWARD

| BUDGET | \$RECEIVED YTD | \$REMAINING | %REMAINING |
|-------------|----------------|-------------|------------|
| \$2,350,000 | \$2,350,000 | \$0.00 | 0.00% |



Finance & Facilities Meeting - Covid 19 Funding Report

Item 4-E

| COVID Funding | | | | | | | |
|---------------|-------------------------|------|------------------|------------------|------------------|------------------|------------------|
| Expires | Name | Fund | Award | Revenue | Expense | Left to Spend | Due to MSAD 6 |
| 9/30/2022 | LE School Age (ARP) | 2480 | 215,246 | 65,948 | 143,126 | 72,120 | 57,178 |
| 9/30/2022 | LE Preschool (ARP) | 2515 | 25,067 | 3,162 | 16,262 | 8,805 | 13,100 |
| 9/30/2022 | ESSER1 (CARES) | 2605 | 447,096 | 445,589 | 445,589 | 1,507 | 0 |
| 9/30/2023 | ESSER2 (CRRSA) | 2614 | 1,851,263 | 1,429,549 | 1,624,527 | 226,736 | 194,978 |
| 9/30/2024 | ESSER3 (ARP) | 2615 | 4,158,948 | 963,179 | 2,771,976 | 1,386,972 | 1,808,798 |
| 9/1/2024 | LMS Sub-Grant | 2617 | 73,018 | 31,296 | 31,296 | 41,722 | 0 |
| 9/30/2024 | Homeless Children (ARP) | 2618 | 24,668 | 0 | 2,157 | 22,511 | 2,157 |
| | | | 6,795,307 | 2,958,724 | 5,034,934 | 1,760,372 | 2,076,211 |
| | | | | 43.54% | 74.09% | | |

To the Communities of MSAD 6:

The School Board continues to support the plan for all students to return to in-person instruction for the 2021-2022 school year. To accomplish this challenge, the District will use American Rescue Plan (ARP) funding (ESSERF) to support the safe return of staff and students. MSAD 6 will continue to follow CDC recommendations and/or requirements.

Last spring, each of the school principals held community forums to outline specific plans for the return of all students to in-person instruction for the 2021-2022 school year. On behalf of the District administrators, I would like to thank you for attending the community forums and providing us helpful feedback that enriched our return-to-school plans. The following is an overview for the use of ARP funding that will help us to accomplish the safe return of in-person instruction for all students.

- Hire 13 teachers and 3 RNs to appropriately staff schools to support the safe return of all students to in-person instruction;
- Hire 11 ed techs for additional classroom and building support;
- Hire 1.5 additional school counselors to support the social and emotional needs of students as well as transition planning;
- Additional social, emotional support for high school students with teletherapy services;
- Provide a technology resource that will support educators with improved resources to review and monitor student achievement data;
- Seek consultant services to support the development of administrators' ability to evaluate and remediate student learning loss as a result of the pandemic;
- Increase student and staff resources that support improved teaching and learning;
- Plan and implement a reintegration program for middle school students who experienced higher than usual absence rates during the pandemic;
- Develop a plan in order to support families with special medical circumstances to access educational opportunities;
- Continue to support the Community Outreach work that supported families during the pandemic and be connected with the school community;
- Repair and/or replace portable classrooms;
- Purchase additional classroom furniture to accommodate additional staff and 3' spacing requirements;
- Purchase and install a metal building for storage of seasonal equipment; and
- Improve technology resources access for staff and students.

For additional information about the Elementary and Secondary School Emergency Relief Funds (ARP/ESSER #3) application, please visit the following link: <https://drive.google.com/file/d/1pVD64xRvCjCJ4B4NNo8V8DQVTjjVULmj/view?usp=sharing>

Finance & Facilities Meeting - FY22 AUDIT REPORT

Item 5-F

October 10, 2022 School Board
Regional School Unit No. 6
94 Main Street
Buxton, Maine 04093

MANAGEMENT LETTER

In planning and performing our audit of the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Regional School Unit No. 6 as of and for the year ended June 30, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered the Unit's internal control. We did so to determine our auditing procedures for the purpose of expressing an opinion on the financial statements, but not for expressing our opinion on the effectiveness of Regional School Unit No. 6's internal control over financial reporting or compliance.

Management is responsible for the selection and use of appropriate accounting policies and procedures. The significant accounting policies and procedures practiced by Regional School Unit No. 6 are described in Note 1 of Notes to Financial Statements. In performing our test work and other auditing procedures, we noted no transactions of Regional School Unit No. 6 for the above-mentioned year end audited, for which there was a lack of authoritative guidance or consensus or deviation from best practice.

This report is intended solely for the information and use of the School Board, management, others within the entity, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

These matters do not modify our opinion on the financial statements for the year ended June 30, 2022, where we expressed an unmodified opinion on our independent auditor's report dated October 19, 2022.

We would like to thank Bill, Tina, Dawn and the entire staff at Regional School Unit No. 6 for their cooperation throughout this audit process.

If there are any questions regarding this letter, please do not hesitate to call. Very

Best,

RHR Smith & Company, CPAs

MAINE SCHOOL ADMINISTRATIVE DISTRICT # 6

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Finance & Facilities Meeting - FY22 AUDIT REPORT

Item 5-F

October 19, 2022

Board of Directors Regional
School Unit No. 6 94 Main
Street
Buxton, Maine 04093

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Regional School Unit No. 6 for the year ended June 30, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, Government Auditing Standards and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 3, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Regional School Unit No. 6 are described in Note 1 of Notes to Financial Statements. All significant transactions have been recognized in the financial statements in the proper period.

As described in Note 1 of Notes to Financial Statements, the Regional School Unit No. 6 changed accounting policies Governmental Accounting Standards Board (GASB Statement) No. 87, "Leases", GASB Statement No. 89, "Accounting for Interest Cost Incurred before the End of a Construction Period", GASB Statement No. 91, "Conduit Debt Obligations", GASB Statement No. 92, "Omnibus 2020", GASB Statement No. 93, "Replacement of Interbank Offered Rates (paragraphs 4-11a)" and GASB Statement No. 97, "Certain Component Unit Criteria and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans" in 2022. There was no impact in the financial statements based on the cumulative effect of these accounting changes.

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929-4609
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Finance & Facilities Meeting - FY22 AUDIT REPORT

Item 5-F

Federal Compliance Audit

Regional School Unit No. 6

June 30, 2022



Proven Expertise & Integrity

COPY AND PASTE THE FOLLOWING LINK IN YOUR BROWSER WINDOW TO
VIEW THE COMPLETE AUDIT REPORT

https://issuu.com/billbrockman/docs/rsu_no._6_22fs_-_final?fr=sYTA2ZTUoOTY5Njl

Finance & Facilities Meeting - FY22 AUDIT REPORT

Item 5-F

STATEMENT E

REGIONAL SCHOOL UNIT NO. 6

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS FOR THE YEAR ENDED JUNE 30, 2022

| | General Fund | School Lunch Fund | IDEA Local Entitlement | ESSERF Fund | ESSERF 2 Fund | ESSERF 3 Fund | Capital Project Fund | Other Governmental Funds | Total Governmental Funds |
|---|---------------------|-------------------|------------------------|----------------|----------------|------------------|----------------------|--------------------------|--------------------------|
| REVENUES | | | | | | | | | |
| Support from towns | \$ 28,877.693 | \$ 312.800 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 172.935 | \$ 29,363.428 |
| Intergovernmental revenues | 23,721.327 | 2,153.082 | 666.002 | 446.589 | 357.304 | 2,235.559 | 150.000 | 1,597.332 | 31,326.195 |
| State of Maine on-behalf payments | 3,305.671 | - | - | - | - | - | - | - | 3,305.671 |
| Charges for services | 102.751 | 32.008 | - | - | - | - | - | 48.964 | 183.723 |
| Investment income | 30.258 | - | - | - | - | - | - | - | 30.258 |
| Other income | 15 | 3.677 | - | - | - | - | 6.489 | 729.882 | 740.063 |
| TOTAL REVENUES | 56,037.715 | 2,501.567 | 666.002 | 446.589 | 357.304 | 2,235.559 | 156.489 | 2,549.113 | 64,949.338 |
| EXPENDITURES | | | | | | | | | |
| Current: | | | | | | | | | |
| Regular instruction | 19,504.241 | - | - | - | - | - | - | - | 19,504.241 |
| Other instruction | 753.016 | - | - | - | - | - | - | - | 753.016 |
| Transportation | 3,278.065 | - | - | - | - | - | - | - | 3,278.065 |
| Operations and maintenance | 6,464.015 | - | - | - | - | - | - | - | 6,464.015 |
| Special education | 8,496.891 | - | - | - | - | - | - | - | 8,496.891 |
| Student and staff support | 4,657.244 | - | - | - | - | - | - | - | 4,657.244 |
| School administration | 2,404.312 | - | - | - | - | - | - | - | 2,404.312 |
| System administration | 1,284.362 | - | - | - | - | - | - | - | 1,284.362 |
| Other | 16.000 | - | - | - | - | - | - | - | 16.000 |
| Program expenses | - | 1,995.846 | 666.002 | 446.589 | 358.325 | 2,235.559 | - | 2,439.637 | 8,140.958 |
| State of Maine on-behalf payments | 3,305.671 | - | - | - | - | - | - | - | 3,305.671 |
| Debt service: | | | | | | | | | |
| Principal | 1,366.932 | - | - | - | - | - | - | - | 1,366.932 |
| Interest | 513.884 | - | - | - | - | - | - | - | 513.884 |
| TOTAL EXPENDITURES | 52,054.633 | 1,995.846 | 666.002 | 446.589 | 358.325 | 2,235.559 | - | 2,439.637 | 60,195.591 |
| EXCESS OF REVENUES OVER (UNDER) EXPENDITURES | 3,983.082 | 505.721 | - | - | (1.021) | - | 156.489 | 109.476 | 4,753.747 |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | |
| Transfers in | - | - | 10.446 | - | 1.021 | - | 706.592 | 10.212 | 728.271 |
| Transfers (out) | (507.257) | - | - | - | - | - | - | (221.014) | (728.271) |
| TOTAL OTHER FINANCING SOURCES (USES) | (507.257) | - | 10.446 | - | 1.021 | - | 706.592 | (210.802) | - |
| NET CHANGE IN FUND BALANCES (DEFICITS) | 3,475.825 | 505.721 | 10.446 | - | - | - | 863.081 | (101.326) | 4,753.747 |
| FUND BALANCES (DEFICITS) - JULY 1 | 5,897.531 | (48.488) | (10.446) | - | - | - | 1,420.919 | 1,326.419 | 8,585.935 |
| FUND BALANCES (DEFICITS) - JUNE 30 | \$ 9,373.356 | \$ 457.233 | \$ - | \$ - | \$ - | \$ - | \$ 2,284.000 | \$ 1,225.093 | \$ 13,339.682 |

See accompanying independent auditor's report and notes to financial statements.



MAINE SCHOOL ADMINISTRATIVE DISTRICT #6

Finance & Facilities Committee Website

FINANCE & FACILITIES COMMITTEE

Facilities Items

ITEM 6 FACILITIES DISCUSSION ITEMS

A. - D/ Facilities Update/Photos – Adam Thibodeau

ITEM 7 OTHER FACILITIES DISCUSSION/ACTION ITEMS

A. – D/ Facility Master Plan RFQ/RFP Responses due at 4:00 pm

B. – D/ SRRF Applications (new) submitted to State 10/31/22

C. – D/ Update on Warehouse and fueling station progress

D. – D/ Underground fuel storage tanks Progress

E. – D/ Correspondence from DWM re: John Cross Lot/Easement

F. – D/ Other Discussion Items

Finance & Facilities Meeting Packet

Wednesday November 9, 2022

MAINE SCHOOL ADMINISTRATIVE DISTRICT # 6

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Finance & Facilities Meeting - Facilities Update

Item 6-A



Facilities Update - 11/9/22 Meeting

- HBE Propane Tank Installation
- MS Propane - UG Tank Warranty Expiration
- PFAS Update
 - ❖ Sampled Hanson well
 - ❖ Sampling of BCES
 - ❖ Raw water sampling of HS / MS / Hollis / FJ
 - ❖ Schedule

SCHEDULE

We anticipate completing Tasks 1 and 2 (engineering study and engineering design) within four to five months. The findings and recommendations from the engineering study will determine the extent and schedule for design and project construction. SME proposes the following schedule:

| Task Number | Task Detail | Estimated Completion Date |
|-------------|---|---------------------------|
| 1 | Submit engineering study report for each school | December 2, 2022 |
| | Attend review meeting(s) with MSAD 6 and DWP | December 16, 2022 |
| 2 | Submit engineering design plans for each school | |
| | 50% | January 13, 2023 |
| | 90% | January 27, 2023 |
| | 100% | February 17, 2023 |
| | DWP final design review | March 17, 2023 |
| 3 | Pre-bid meeting, solicit quotes, complete Quote Summary Sheet | April 15, 2023 |
| | Perform technical review of contractor submittals | April 22, 2023 |
| | Perform construction inspections and oversight | July 2023 |

- Removed the District tents
- Completed LED exterior light conversion
- Paved sidewalk between BEHS and BEMS
- Graded/Paved HC parking area at Hollis
- Pricing new dust collection system for BEMS
- Warehouse Project Update
- Honeywell - SRRF Funds - Applications submitted 10/28
 - ❖ BEMS - Replace univents (8th grade wing)
 - ❖ HBE - DDC upgrades, Domestic water heater replace, Attic AHU, basement AHU, rooftop ERV
 - ❖ Frank Jewett - UV and steam trench upgrades, ERV for offices
 - ❖ Jack Memorial - Heating plant upgrades, Adult-Ed RTU replacement, DDC reliability, Envelope leakage

Finance & Facilities Meeting - Project Photos.

Item 6-A

MSAD #6 Warehouse



Finance & Facilities Meeting - Project Photos.

Item 6-A



Finance & Facilities Meeting - Project Photos.

Item 6-A

HBE Propane Tank Installation



Finance & Facilities Meeting - Project Photos.

Item 6-A

BEHS/BEMS Sidewalk



Finance & Facilities Meeting - Project Photos.

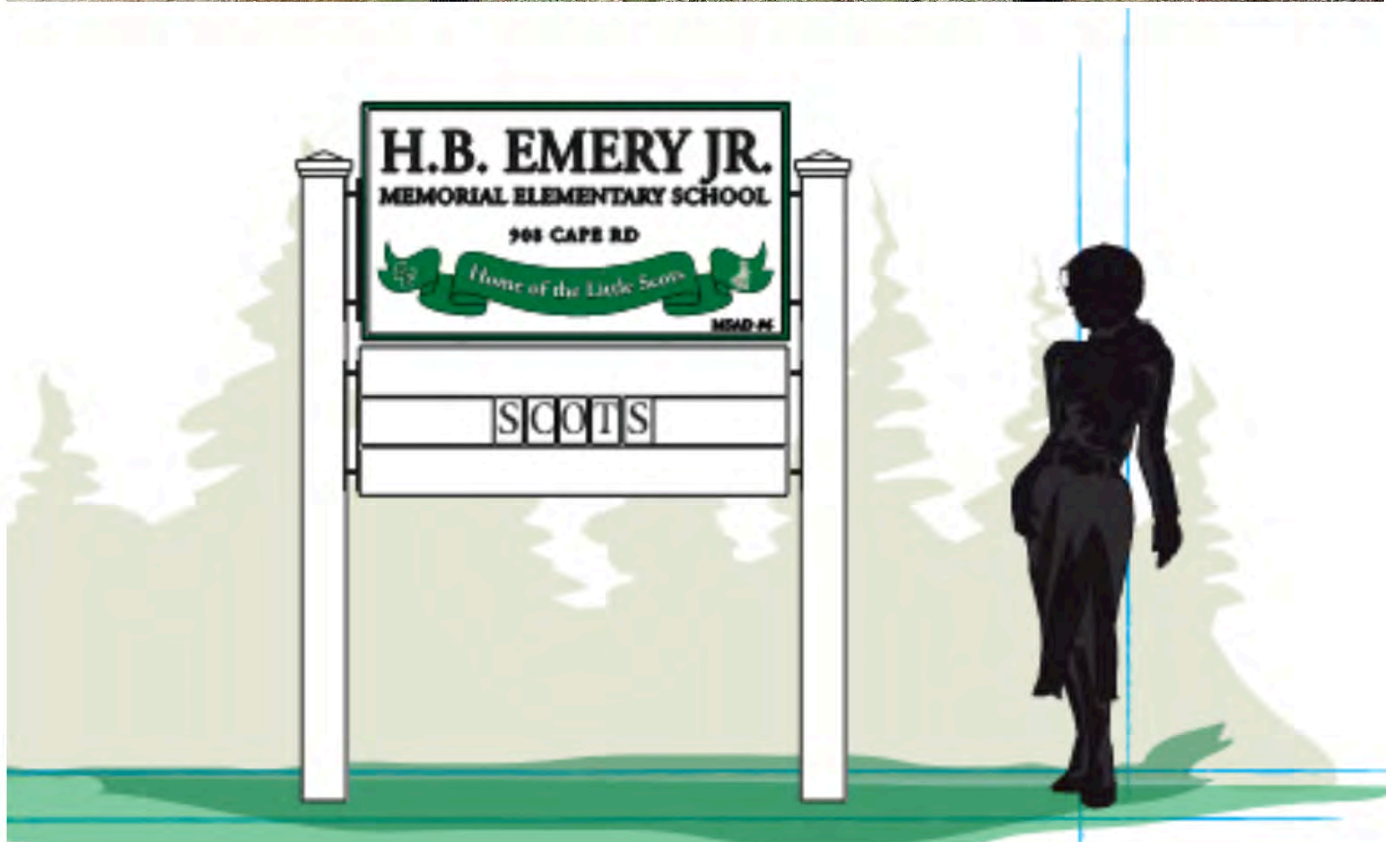
Item 6-A



Finance & Facilities Meeting - Project Photos.

Item 6-A

HBE School Sign



Finance & Facilities Meeting - HARRIMAN MASTER PLAN PROPOSAL

Item

MSAD 6

Facilities Master
Planning Services
Buxton, Maine

Letter of Interest

October 20, 2022

Harriman



harriman.com

AUBURN



BOSTON

PORTLAND

PORTSMOUTH

MAINE SCHOOL ADMINISTRATIVE DISTRICT # 6

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Finance & Facilities Meeting - HARRIMAN MASTER PLAN PROPOSAL

Item 7-A

Harriman

October 20, 2022

William F. Brockman
District Business Manager of Finance and Operations
Maine School Administrative District No. 6
94 Main Street
Buxton, ME 04093

Dear William:

The proposed MSAD 6 Long-Range Facilities Master Plan presents an exciting opportunity to realign the district's educational aspirations and vision with its physical environments. The Harriman Education Studio is passionate about helping communities harness the planning process as a vehicle to clarify goals, promote fiscal responsibility and to help our clients achieve their strategic objectives.

Harriman's integrated team of Architects, Engineers and Planners brings extensive experience leading similar district-wide facility assessment and planning initiatives. As we have done over the past decade with Yarmouth, RSU21 Scarborough and other districts, we welcome the opportunity to engage your constituencies in a planning process that is inclusive, comprehensive, data-driven and forward-looking.

Master planning is a journey, and that journey is as important as the destination. We believe that such endeavors can be vital processes that help communities to coalesce around a cohesive, unified vision that defines and guides the district's future. To help establish common ground, we will choreograph an inclusive and interactive community outreach and engagement process that provides a forum for diverse constituencies to contribute to the conversation. Building on this foundation of "active listening" we will develop planning models that reflect the ethos, values and ambitions of the MSAD 6 community.

We look forward to this opportunity to continue our work in MSAD 6 and to build a strong tomorrow for your students and your communities.

Sincerely,
Harriman



Lisa D. Sawin, AIA, LEED AP BD+C
Principal, Architect
lsawin@harriman.com

Finance & Facilities Meeting - NEW SRRF APPLICATIONS

Item 7-A SCHOOL REVOLVING RENOVATION FUND

A new round of SRRF applications were opened in July - We have worked with Honeywell to identify potential mechanical projects and other equipment replacements that might qualify for funding approval through the SRRF Program. Attached you will find details of projects Submitted. Below you will find the timeline for The tentative date for awards to be made. Applications Were submitted to the State on October 31, 2022. Awards will be made in February, 2023. At that time the Finance & Facilities Committee will review the approved applications, if any, and will decide if we wish to accept the awards and if so, bring the Grant to the Full Board for their review and approval. This is the same Program through which the Funding for Hollis Elementary was obtained.

Anticipated Timeline for FY 2023 SRRF Application Cycle

| | |
|--------------------|--|
| July 1, 2022 | DOE application process begins |
| October 31, 2022 | SAU deadline for applications to be received by DOE |
| November 30, 2022 | DOE completes review and rating process |
| December 30, 2022 | DOE reviews technical content and completes cost analysis |
| January 20, 2023 | DOE prepares final priority list |
| February 1, 2023 | DOE issues eligibility certificates (award date) |
| July 31, 2023 | SAU deadline for MMBB loan application process to be completed |
| September 30, 2024 | SAU deadline for SRRF project work completion and submission of final payment requisition for all projects |

Finance & Facilities Meeting - NEW SRRF APPLICATIONS

Item 7-A SCHOOL REVOLVING RENOVATION FUND

FY 2023 Application School Revolving
Renovation Fund Office of School Facilities

Priority One and Emergency Projects

Part I: Applicant Information

- A. School Administrative Unit: Maine School Administrative School District 6 (MSAD #6)
- B. S A U Address: 94 Main Street, Buxton, ME 04093
- C. School Name: Bonny Eagle Middle School - 92 Sokokis Trail, Buxton, ME 04093

Appendix A SRRF Project Budget

| | | State/Local* | Local Only** | Total |
|----------|---|--------------|--------------|--------------|
| A | CONSTRUCTION & RENOVATION | | | |
| 1 | Unit Ventilator replacement | \$ 1,197,828 | \$ - | \$ 1,197,828 |
| 2 | | | | \$ - |
| 3 | | | | \$ - |
| 4 | | | | \$ - |
| 5 | | | | \$ - |
| 6 | | | | \$ - |
| 7 | | | | \$ - |
| 8 | | | | \$ - |
| 9 | | | | \$ - |
| 10 | Subtotal | \$ 1,197,828 | \$ - | \$ 1,197,828 |
| B | ADMINISTRATIVE COST & RESERVE | | | |
| 11 | Advertising | \$ 599 | \$ - | \$ 599 |
| 12 | Insurance | \$ 5,989 | \$ - | \$ 5,989 |
| 13 | Legal | \$ 5,989 | \$ - | \$ 5,989 |
| 14 | Bid Contingency (5% of line 10) | \$ 59,891 | \$ - | \$ 59,891 |
| 15 | Construction Contingency (10% of line 10) | \$ 119,783 | \$ - | \$ 119,783 |
| 16 | | | | \$ - |
| 17 | | | | \$ - |
| 18 | | | | \$ - |
| 19 | | | | \$ - |
| 20 | Subtotal | \$ 192,251 | \$ - | \$ 192,251 |
| C | FEES AND SERVICES | | | |
| 21 | Architect/Engineer*** | \$ 83,848 | \$ - | \$ 83,848 |
| 22 | A/E Reimbursable | \$ 599 | \$ - | \$ 599 |
| 23 | | | | \$ - |
| 24 | | | | \$ - |
| 25 | | | | \$ - |
| 26 | | | | \$ - |
| 27 | | | | \$ - |
| 28 | | | | \$ - |
| 29 | | | | \$ - |
| 30 | Subtotal | \$ 84,447 | \$ - | \$ 84,447 |
| | TOTAL PROJECT COST | | | \$ 1,474,526 |

* State/Local amounts represent the SRRF requested loan amount
** Local Only amounts represent additional local funds for the project
*** Fees must be within the State of Maine Recommended Fee Schedule for Architectural / Engineering Projects

Finance & Facilities Meeting - NEW SRRF APPLICATIONS

Item 7-A SCHOOL REVOLVING RENOVATION FUND

FY 2023 Application School Revolving
Renovation Fund Office of School Facilities

Priority One and Emergency Projects

Part I: Applicant Information

A. School Administrative Unit: Maine School Administrative School District 6 (MSAD #6)

B. S A U Address: 94 Main Street, Buxton, ME 04093

School Name: Frank Jewett School 24 Groveville Rd., Buxton, ME 04093

Appendix A SRRF Project Budget

| | | State/Local* | Local Only** | Total |
|----------|---|--------------|--------------|--------------|
| A | CONSTRUCTION & RENOVATION | | | |
| 1 | UV's and Steam trench removal | \$ 1,393,549 | \$ - | \$ 1,393,549 |
| 2 | ERV for Offices | \$ 83,704 | \$ - | \$ 83,704 |
| 3 | | | | \$ - |
| 4 | | | | \$ - |
| 5 | | | | \$ - |
| 6 | | | | \$ - |
| 7 | | | | \$ - |
| 8 | | | | \$ - |
| 9 | | | | \$ - |
| 10 | Subtotal | \$ 1,477,253 | \$ - | \$ 1,477,253 |
| B | ADMINISTRATIVE COST & RESERVE | | | |
| 11 | Advertising | \$ 500 | \$ - | \$ 500 |
| 12 | Insurance | \$ 7,386 | \$ - | \$ 7,386 |
| 13 | Legal | \$ 7,386 | \$ - | \$ 7,386 |
| 14 | Bid Contingency (5% of line 10) | \$ 73,863 | \$ - | \$ 73,863 |
| 15 | Construction Contingency (10% of line 10) | \$ 147,725 | \$ - | \$ 147,725 |
| 16 | | | | \$ - |
| 17 | | | | \$ - |
| 18 | | | | \$ - |
| 19 | | | | \$ - |
| 20 | Subtotal | \$ 236,860 | \$ - | \$ 236,860 |
| C | FEES AND SERVICES | | | |
| 21 | Architect/Engineer*** | \$ 103,408 | \$ - | \$ 103,408 |
| 22 | A/E Reimbursable | \$ 1,000 | \$ - | \$ 1,000 |
| 23 | | | | \$ - |
| 24 | | | | \$ - |
| 25 | | | | \$ - |
| 26 | | | | \$ - |
| 27 | | | | \$ - |
| 28 | | | | \$ - |
| 29 | | | | \$ - |
| 30 | Subtotal | \$ 104,408 | \$ - | \$ 104,408 |
| | TOTAL PROJECT COST | | | \$ 1,818,521 |

* State/Local amounts represent the SRRF requested loan amount

** Local Only amounts represent additional local funds for the project

*** Fees must be within the State of Maine Recommended Fee Schedule for Architectural / Engineering Projects

Finance & Facilities Meeting - NEW SRRF APPLICATIONS

Item 7-A SCHOOL REVOLVING RENOVATION FUND

FY 2023 Application School Revolving
Renovation Fund Office of School Facilities

Priority One and Emergency Projects

Part I: Applicant Information

A. School Administrative Unit: _Maine School Administrative School District 6 (MSAD #6)

B. SAU Address: _94 Main Street, Buxton, ME 04093_

School Name: _HB Emery Jr. Memorial School- 908 Cape Rd., Limington, ME 04049_

Appendix A SRRF Project Budget

| | | State/Local* | Local Only** | Total |
|----------|---|--------------|--------------|--------------|
| A | CONSTRUCTION & RENOVATION | | | |
| 1 | DDC/Heating plant Reliability Upgrades | \$ 33,235 | \$ - | \$ 33,235 |
| 2 | Domestic Water Heater Upgrades | \$ 27,404 | \$ - | \$ 27,404 |
| 3 | Replace AHU in Attic | \$ 294,196 | \$ - | \$ 294,196 |
| 4 | Replace AHU in Basement | \$ 363,181 | \$ - | \$ 363,181 |
| 5 | Replace Rooftop ERV | \$ 213,772 | \$ - | \$ 213,772 |
| 6 | | | | \$ - |
| 7 | | | | \$ - |
| 8 | | | | \$ - |
| 9 | | | | \$ - |
| 10 | Subtotal | \$ 931,788 | \$ - | \$ 931,788 |
| B | ADMINISTRATIVE COST & RESERVE | | | |
| 11 | Advertising | \$ 466 | \$ - | \$ 466 |
| 12 | Insurance | \$ 3,727 | \$ - | \$ 3,727 |
| 13 | Legal | \$ 3,727 | \$ - | \$ 3,727 |
| 14 | Bid Contingency (5% of line 10) | \$ 46,589 | \$ - | \$ 46,589 |
| 15 | Construction Contingency (10% of line 10) | \$ 93,179 | \$ - | \$ 93,179 |
| 16 | | | | \$ - |
| 17 | | | | \$ - |
| 18 | | | | \$ - |
| 19 | | | | \$ - |
| 20 | Subtotal | \$ 147,688 | \$ - | \$ 147,688 |
| C | FEES AND SERVICES | | | |
| 21 | Architect/Engineer*** | \$ 65,225 | \$ - | \$ 65,225 |
| 22 | A/E Reimbursable | \$ 466 | \$ - | \$ 466 |
| 23 | | | | \$ - |
| 24 | | | | \$ - |
| 25 | | | | \$ - |
| 26 | | | | \$ - |
| 27 | | | | \$ - |
| 28 | | | | \$ - |
| 29 | | | | \$ - |
| 30 | Subtotal | \$ 65,691 | \$ - | \$ 65,691 |
| | TOTAL PROJECT COST | | | \$ 1,145,167 |

* State/Local amounts represent the SRRF requested loan amount

** Local Only amounts represent additional local funds for the project

*** Fees must be within the State of Maine Recommended Fee Schedule for Architectural / Engineering Projects

Finance & Facilities Meeting - NEW SRRF APPLICATIONS

Item 7-A SCHOOL REVOLVING RENOVATION FUND

FY 2023 Application School Revolving
Renovation Fund Office of School Facilities

Priority One and Emergency Projects

Part I: Applicant Information

A. School Administrative Unit: _Maine School Administrative School District 6 (MSAD #6)

B. SAU Address: _94 Main Street, Buxton, ME 04093

School Name: _Jack Memorial School_ 290 Parker Farm Rd, Buxton, ME 04093

Appendix A SRRF Project Budget

| | | State/Local* | Local Only** | Total |
|----------|---|--------------|--------------|------------|
| A | CONSTRUCTION & RENOVATION | | | |
| 1 | Heating plant emissions reduction | \$ 319,058 | \$ - | \$ 319,058 |
| 2 | Adult-Ed RTUs Replacement | \$ 72,200 | \$ - | \$ 72,200 |
| 3 | DDC Reliability Upgrades | \$ 24,832 | \$ - | \$ 24,832 |
| 4 | Envelope Leakage Upgrades | \$ 52,700 | \$ - | \$ 52,700 |
| 5 | | | | \$ - |
| 6 | | | | \$ - |
| 7 | | | | \$ - |
| 8 | | | | \$ - |
| 9 | | | | \$ - |
| 10 | Subtotal | \$ 468,790 | \$ - | \$ 468,790 |
| B | ADMINISTRATIVE COST & RESERVE | | | |
| 11 | Advertising | \$ 234 | \$ - | \$ 234 |
| 12 | Insurance | \$ 1,875 | \$ - | \$ 1,875 |
| 13 | Legal | \$ 1,875 | \$ - | \$ 1,875 |
| 14 | Bid Contingency (5% of line 10) | \$ 23,440 | \$ - | \$ 23,440 |
| 15 | Construction Contingency (10% of line 10) | \$ 46,879 | \$ - | \$ 46,879 |
| 16 | | | | \$ - |
| 17 | | | | \$ - |
| 18 | | | | \$ - |
| 19 | | | | \$ - |
| 20 | Subtotal | \$ 74,303 | \$ - | \$ 74,303 |
| C | FEES AND SERVICES | | | |
| 21 | Architect/Engineer*** | \$ 32,815 | \$ - | \$ 32,815 |
| 22 | A/E Reimbursable | \$ 234 | \$ - | \$ 234 |
| 23 | | | | \$ - |
| 24 | | | | \$ - |
| 25 | | | | \$ - |
| 26 | | | | \$ - |
| 27 | | | | \$ - |
| 28 | | | | \$ - |
| 29 | | | | \$ - |
| 30 | Subtotal | \$ 33,050 | \$ - | \$ 33,050 |
| | TOTAL PROJECT COST | | | \$ 576,143 |

* State/Local amounts represent the SRRF requested loan amount

** Local Only amounts represent additional local funds for the project

*** Fees must be within the State of Maine Recommended Fee Schedule for Architectural / Engineering Projects

Finance & Facilities Meeting - NEW SRRF APPLICATIONS

Item 7-A SCHOOL REVOLVING RENOVATION FUND

| SUMMARY OF PROJECTS APPLIED FOR | | | |
|---------------------------------|-------------------|-------------------|---------------------------------|
| SRRF PROJECT LOCATION | SRRF PROJECT COST | SRRF GRANT 50.84% | SRRF LOCAL SHARE 0% LOAN 49.16% |
| BEMS | \$1,474,526 | \$749,649 | \$724,877 |
| FJ | \$1,818,521 | \$924,536 | \$893,985 |
| HBE | \$1,145,167 | \$581,745 | \$563,422 |
| JM | \$576,143 | \$292,911 | \$283,232 |
| TOTAL | \$5,014,357 | \$2,548,841 | \$2,465,516 |
| | | | |

Finance & Facilities Meeting - DWM Letter re: J. Cross Lot

Item 7-E

Hi everyone,

Please see my exchange with Attorney Traill below. At this point, we feel the ball is in the Town's court; however, if the Crosses' would like to have a meeting with stakeholders, the School should participate and reiterate its support of the Town moving forward on making the end of Quail Ridge Road a public way. I'll be in touch on that front should they want to coordinate such a meeting.

I made clear to Marsha when I last spoke with her that the School is not going to agree to the Crosses using the ROW off the school driveway to develop the Cross land and so it makes more sense for all efforts to focus on Quail Ridge Road. You will see below that she asked about the School District offering to pick up the legal fees of the individual homeowners in Quail Ridge Road and using bond money (if it exists) to do so, a concept that strikes me as strange to say the least.

Please let me know if you have any questions.

Julia

Hi Marsha,

I believe the town's attorney is Sally Daggett at Jensen Baird. I have not spoken with her but I assume the CEO sent her the letter. I agree that a meeting with the key stakeholders could be productive. Please keep me posted on when/where you'd like to do that so I can loop in the school representative. The school has not offered to pay the legal fees for the individual homeowners on Quail Ridge and I do not think that it would be appropriate for the school to do so.

Julia

Hi

John Cross tells me he spoke with the CEO this morning who indicated that he was not going to do anything unless someone filed a building permit because he didn't feel there was anything in front of him to decide. So at this point it appears short of litigation we're putting our eggs in the Quail Ridge basket.

Do you know if the school District beyond putting pressure on the town has offered to pay any of the cost? It's my understanding that there's legal work to be done for each homeowner in that subdivision in turning over their right to the road to the town which John has been told is a legal expense falling to the homeowners. He's also been told that there's still an outstanding bond which might be able to be used for some of this work as well. I'm still inclined to believe that involving municipal attorney would be helpful in working this through.

We've never had a meeting with all the stakeholders who I think would be Cross, the school district, the town and a representative for the homeowners. I don't know what you think about the feasibility of arranging such a meeting or whether you think it would bear any fruit but I'm just throwing it out there. The whole thing is very frustrating! Thanks for your work.

Marsha

Hi everyone,

According to Marsha Traill, John Cross spoke with the Town Manager in Standish and she agreed that a meeting of stakeholders would make sense. She wants to invite the public works director and maybe the CEO. She doesn't want to involve anyone from Quail Ridge yet but Ben Hartwell, who is the son of the owner of the subdivision and represents her interests, would like to attend.

They are aiming for a post-Thanksgiving meeting. Could you please let me know:

Finance & Facilities Meeting - DWM Letter re: J. Cross Lot

Item 7-E

- a) who will be coming from the school, and
- b) if either Monday, November 28th or Wednesday, November 30th (morning only) works for you. Aga and I would both attend.

Thank you,
Julia

Hi everyone,
Please see my exchange with Attorney Traill below. At this point, we feel the ball is in the Town's court; however, if the Crosses' would like to have a meeting with stakeholders, the School should participate and reiterate its support of the Town moving forward on making the end of Quail Ridge Road a public way. I'll be in touch on that front should they want to coordinate such a meeting.

I made clear to Marsha when I last spoke with her that the School is not going to agree to the Crosses using the ROW off the school driveway to develop the Cross land and so it makes more sense for all efforts to focus on Quail Ridge Road. You will see below that she asked about the School District offering to pick up the legal fees of the individual homeowners in Quail Ridge Road and using bond money (if it exists) to do so, a concept that strikes me as strange to say the least. Please let me know if you have any questions.

Julia

Hi Marsha,
I believe the town's attorney is Sally Daggett at Jensen Baird. I have not spoken with her but I assume the CEO sent her the letter. I agree that a meeting with the key stakeholders could be productive. Please keep me posted on when/where you'd like to do that so I can loop in the school representative. The school has not offered to pay the legal fees for the individual homeowners on Quail Ridge and I do not think that it would be appropriate for the school to do so.

Julia

Julia,

At this time SAD 6 is comfortable holding our position. We do not feel a meeting is needed. We appreciate the letter DW wrote to preserve our objection to the Standish CEO's interpretation and if development were to be initiated via the request for a building permit we would consider our options at that time.

Mr. Brockman and I agree that we don't need to get involved further in the matter between Mr. Cross and the Quail Ridge residents. The suggestion that the district might participate in paying legal fees for other parties only reinforces our desire to exit the conversation at this time.

We will be in touch if we require further representation on this matter, but for now we feel our immediate interests have been preserved.

So, no one from SAD 6 will be participating and we aren't authorizing any further action by DW on our behalf.

Thanks,
Clay

Finance & Facilities - Meeting Schedule



Maine School Administrative District 6
 Business Office
 94 Main Street
 Buxton, ME 04093
 (207) 929-2318
 Fax 866-636-2011
 Finance & Facilities Meeting Schedule

MSAD #6 ~ 2022-2023 FINANCE COMMITTEE MEETINGS CONFERENCE ROOM, CENTRAL OFFICE

All REGULAR FINANCE AND FACILITIES MEETINGS will be held at the Central Office at 4:00 pm

| MONTH | DAY | MEETING TIME | WARRANT TYPE |
|-----------|-----|---|--------------|
| JULY | 13 | <u>FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants for June 2022)</u> | |
| JULY | 15 | Warrant #22-27 last of 2022 | |
| | | Warrant #23-01 prepared | |
| | 29 | Warrant #23-02 prepared | |
| AUGUST | 10 | <u>FINANCE & FACILITIES MEETING @ 4:00 pm (Review of FINAL Warrants for 2022)</u> | |
| AUGUST | 12 | Warrant #23-03 prepared | |
| AUGUST | 26 | Warrant #23-04 prepared | |
| SEPTEMBER | 14 | <u>FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants August 2022)</u> | |
| SEPTEMBER | 2 | Warrant #23-05 prepared | |
| SEPTEMBER | 16 | Warrant #23-06 prepared | |
| SEPTEMBER | 30 | Warrant #23-07 prepared | |
| OCTOBER | 12 | <u>FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants September 2022)</u> | |
| OCTOBER | 14 | Warrant #23-08 prepared | |
| OCTOBER | 28 | Warrant #23-09 prepared | |
| NOVEMBER | 9 | <u>FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants October 2022)</u> | |
| NOVEMBER | 10 | Warrant #23-10 prepared | |
| NOVEMBER | 25 | Warrant #23-11 prepared | |
| DECEMBER | 14 | <u>FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants November 2022)</u> | |
| DECEMBER | 9 | Warrant #23-12 prepared | |
| DECEMBER | 23 | Warrant #23-13 prepared | |
| JANUARY | 11 | <u>FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants December 2022)</u> | |
| JANUARY | 6 | Warrant #23-14 prepared | |
| JANUARY | 20 | Warrant #23-15 prepared | |
| FEBRUARY | 8 | <u>FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants January 2023)</u> | |
| FEBRUARY | 3 | Warrant #23-16 prepared | |
| FEBRUARY | 17 | Warrant #23-17 prepared | |
| MARCH | 8 | <u>FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants February 2023)</u> | |
| MARCH | 3 | Warrant #23-18 prepared | |
| MARCH | 17 | Warrant #23-19 prepared | |
| MARCH | 31 | Warrant #23-20 prepared | |
| APRIL | 12 | <u>FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants March 2023)</u> | |
| APRIL | 14 | Warrant #23-21 prepared | |
| APRIL | 28 | Warrant #23-22 prepared | |

Finance & Facilities - Meeting Schedule

| | | |
|--------|----|--|
| MAY | 10 | FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants April 2023) |
| MAY | 12 | Warrant #23-23 prepared |
| MAY | 26 | Warrant #23-24 prepared |
| JUNE | 14 | FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants May 2023) |
| JUNE | 9 | Warrant #23-25 prepared |
| JUNE | 23 | Warrant #23-26 prepared |
| JULY | 12 | FINANCE & FACILITIES MEETING @ 4:00 pm (Review of Warrants June 2023) |
| JULY | 7 | Warrant #23-27 prepared |
| | | Warrant #24-01 first for 2024 |
| JULY | 21 | Warrant #23-28 last of 2023 |
| AUGUST | 9 | FINANCE & FACILITIES MEETING @ 4:00 pm (Review of FINAL FY23 Warrants) |

Thank you for
your participation!



Any
Questions?

Finance & Facilities Meeting NOTES

This image shows a full page of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

