

Bonny Eagle School District

FINANCE-FACILITIES COMMITTEE MEETING MINUTES

Wednesday, April 12, 2023/4:00 p.m.

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

Present Lindsay Atkinson
 Erika Creutz
 John Sargent, Finance-Facilities Chair
 Christina Silvestri
 Riley McKinley, Student Representative

Excused: Don Marean

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

Meeting Packet link: [Finance-Facilities Meeting Packet 4/12/23](#)

1. Mr. Sargent called the meeting to order at 4:05 p.m.

2. **Public Comments**
 No public comments.

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

Moved by Ms. Creutz seconded by Ms. Silvestri:

To approve the minutes of the March 8, 2023 Finance-Facilities Committee meeting and March 30, 2023 Budget Advisory Committee minutes 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
 March 2023 warrants [Warrant Summary March 2023](#)

b. The Top 25 Expenditures were reviewed
 March 2023 Top 25 Expenditures: [Top 25 Expenditures March 2023](#)

c. Financial Report:
 Ms. Pooler reviewed the Financial Reports for March 2023: [Financial Report March 2023](#)

- d. Mr. Brockman shared with the committee the Dashboard for the month of March 2023. These can be found within the meeting packet on pages 14 through 18. [Finance-Facilities meeting packet 4/12/23](#)
- e. COVID Funding Update: [Covid Funding Update March 2023](#) Ms. Pooler reviewed the funding update.

5. **Other Finance Discussion Items**

- a. There were no other Finance Discussion items for this meeting.

6. **Facilities Update**

- a. [Facilities Update/Photos](#) - Mr. Thibodeau reviewed the items within the Facilities update: [Facilities Update March 2023](#)

Mr. Thibodeau shared with the committee that there is an event scheduled at the new Propane Filing station site sponsored by the parent company of PitStop Fuels. This is a public relations Propane Education event highlighting the district in using propane buses. This is to take place on Thursday, May 11, 2023 beginning at 10:30 a.m. at the Transportation site. School Board members should be receiving an email directly from the PitStop fuels representative who is organizing the event.

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

- a. Maine Drinking Water State Revolving Fund (DWSRF):

The award letter that Mr. Thibodeau has received from the State had been electronically shared with the committee prior to the meeting and was made available on the district website. A copy of the letter can be found using the following link:

[Notification of Project 2022 DWSRF Emerging Contaminants Primary Project List](#)

The district has been awarded \$1,010,000 for PFA's remediation through the State Revolving Loan Fund with 100% Principal Forgiveness up to this amount. In order to comply with Maine Municipal Bond Bank funding criteria this item must be approved at the School Board level.

Moved by Mr. Sargent, seconded by Ms. Silvestri

That the Finance-Facilities Committee recommends to the School Board, acceptance of financial funding in the amount of \$1,010,000.00 from the Maine Drinking Water State Revolving Fund (DWSRF) as submitted through the Maine Municipal Bond Bank which is identified as 100% Principal Forgiveness up to \$1,010,000.00

All in favor, motion passes

- b. Cross Land Update:

Mr. Gleason updated the committee that through legal representation, the district and Mr. Cross have come to an agreement to relocate an easement along the southerly portion of the Edna Libby school property. Mr. Gleason shared with the committee the revised Letter of Intent.

- c. Facilities Master Planning:

Mr. Gleason reported out that Harriman has begun having meetings with the Administrators and Department Managers to compile information in future district planning as it pertains to supporting education needs. Mr. Sargent recommends adding Mr. Marean to future Master Planning Committee meetings.

d. Historical Society Lease update:

Mr. Gleason reported out that Drummond Woodsum has provided a draft lease on behalf of the district and this has been sent to the Buxton Hollis Historical Society president, Nancy Ponzetti. Mrs. Ponzetti will have their legal representative review and will attend a future Finance-Facilities meeting to either agree with the new lease terms or to suggest revisions.

8. **Adjournment:**

Moved by Ms. Creutz, seconded by Ms. Silvestri

To adjourn the meeting at 5:18 p.m.

All in favor, meeting is adjourned