



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>
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Finance & Facilities Meeting Packet
Wednesday, June 14, 2023

Finance & Facilities Meeting Agenda

Finance & Facilities Meeting

Wednesday, June 14, 2023

4:00 pm – 6:00 pm Central Office

Conference Room

- ITEM 1 Call to Order
 - ITEM 2 Public Comments
 - ITEM 3 Approve Minutes of Previous Finance and Facilities 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/A Property and Casualty Insurance Bid
 - B. – D/ Notification of New Workers Comp Experience Mod rate
 - C. – D/A Notice of Sale of Surplus Vehicles - by Bid
 - D. – D/ Propane School Bus Info
 - E. – D/ Other Discussion Items
-

FACILITIES ITEMS

ITEM 6. FACILITIES DISCUSSION ITEMS

- A - D/ Facilities Update – Adam Thibodeau

ITEM 7. OTHER FACILITIES DISCUSSION/ACTION ITEMS

- A - D/ Hollis SRRF Project Closeout update
 - B - D/A Request to Move Propane Refueling Station Costs from
General fund to Capital Reserve Fund (Subject to Board Approval)
 - C. – D/ Summary of YTD Capital Reserve Adjustments/Expenditures /and
Current Balances
 - D. – D/ Other Discussion Items
-

ITEM 8. ADJOURNMENT

Respectfully submitted

William Brockman

Business Manager of Finance & Operations

Finance & Facilities Meeting Minutes

Draft

Item 3

Bonny Eagle School District

FINANCE-FACILITIES COMMITTEE MEETING MINUTES

Wednesday, May 10, 2023/4:00 p.m.

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

Present Lindsay Atkinson
Erika Creutz arrived at 4:05 p.m.
Don Marean
John Sargent, Finance-Facilities Chair
Christina Silvestri

Excused: 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 5/10/23](#)

1. Mr. Sargent called the meeting to order at 4:02 p.m.

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

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

Moved by Ms. Silvestri seconded by Ms. Atkinson:

To approve the minutes of the April 12, 2023 Finance-Facilities Committee meeting minutes as presented.

VOTED: Yes - 3

Abstain - 1, Mr. Marean abstained as he did not attend the April meeting.

Minutes are approved by a majority vote.

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

a. Review of the A/P and Payroll Warrants
April 2023 warrants [Warrant Summary April 2023](#)

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

- Mr. Sargent inquired about item #5 FEDES expenditure, was this a pass-through Grant expenditure?
Ms. Pooler confirmed that it was.

Finance & Facilities Meeting Minutes

Item 3

Draft

- Mr. Sargent inquired about item #19 Tom's Water Solution, and if was this paid through a grant. Mr. Thibodeau confirmed that yes, it is a \$10,000 grant that the district had been approved for and would be getting reimbursed by the State for this expense.
- c. Financial Report:
Ms. Pooler reviewed the Financial Reports for April 2023: [Financial Report April 2023](#)
- Mr. Sargent inquired if Ms. Pooler and Mr. Brockman felt that the estimated fund balance would remain the same at the end of the school year. Mr. Brockman responded that he was hopeful that it may be a little over the estimate but won't be able to make a final determination until the end of June.
- d. Mr. Brockman shared with the committee the Dashboard for the month of April 2023. These can be found within the meeting packet on pages 11 through 15. [Finance-Facilities meeting packet 5/10/23](#)
- Mr. Marean inquired if Capital Requests reside within Article 9. Mr. Brockman confirmed that Capital Requests that are coded as category 70 reside within Article 9.
- Ms. Creutz asked for clarification on Article 6 System Administration and what salaries reside here, as well as are salaries encumbered for summer months within this article? Mr. Brockman responded that this includes Administrative Salaries and Central Office Operations. Most salaries within this line do not need to be encumbered over the summer as their contracts end on June 30th.
- Mr. Sargent noticed that within the Transportation Article 8, there is a lesser amount remaining than other articles and does this have anything to do with the negotiated contract that required retro pay for this bargaining agreement? Mr. Brockman confirmed that yes, this has impacted this article's remaining funds.
- e. COVID Funding Update: [Covid Funding Update April 2023](#) Ms. Pooler reviewed the funding update. Ms. Pooler noted that the district must wait for network items that were ordered last year to arrive before the State will authorize reimbursement. These make up the major portion of funds not yet received.

5. Other Finance Discussion Items

- a. Pre-Audit begins May 15th for FY 2022-2023
- b. Focus on Finance will be delivered to residents on May 16th
- c. The District Budget Meeting is on Thursday, May 25th beginning at 6:00 p.m. at Bonny Eagle High School gym.

6. Facilities Update

- a. Facilities Update/Photos - Mr. Thibodeau reviewed the items within the Facilities update: [Facilities Update April 2023](#)
- b. Certificate of Occupancy for the Warehouse has been obtained
- c. Reminder of Propane Event at new Transportation Fueling Station, Thursday, May 11, 2023
- d. Central Office/Historical Society Replacement Sign has been ordered, was damaged during a recent storm.

Finance & Facilities Meeting Minutes

Item 3

Draft

- Mr. Marean asked why the School Board Meetings are no longer being broadcast on Saco River Television. Mr. Gleason reported that there had been some technical difficulties that were slow in getting resolved. He and Saco River Television and our Technology department have met a couple of times to work through this. He believes that Saco River Television felt it was a Spectrum issue. Mr. Gleason noted that he believes that the last Board meeting has been able to be television through the Saco River channel. Mr. Gleason will follow up to ensure they are able to broadcast the meetings now.

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

a. Facilities Master Planning:

Mr. Thibodeau reported out that there have been additional meetings with Harriman; they recently met with the core Facilities Master Planning Committee and have had a second meeting with principals to begin working on Vision Boards. Mr. Gleason added that they have also met with individual Principals, Assistant Principals and Deans at each site for further information gathering.

Mr. Thibodeau added that he has begun meeting with Harriman to go through each school/site to capture additional pictures and data of the buildings. They will use this information in conjunction with the information that was done through the recent Facilities Assessment.

There will be two community forums coming up in June. These will be on June 1st and June 14th from 6:00 – 8:00 p.m. at the Bonny Eagle High School gym. Mr. Gleason also noted that they will also be working through ThoughtExchange to obtain feedback from the community.

d. Historical Society Lease update:

Mr. Gleason updated the committee that the Historical Society was still reviewing the latest revisions as suggested and provided by Drummond Woodsum. The Historical Society is still working through this with their legal representative and are not ready to come back before the Finance-Facilities Committee yet.

8. **Adjournment:**

The meeting adjourned at 5:07 p.m.



MAINE SCHOOL ADMINISTRATIVE DISTRICT #6

Finance & Facilities Committee Website

FINANCE & FACILITIES COMMITTEE

Finance Items

FINANCE ITEMS

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Finance & Facilities Meeting Packet

Wednesday, June 14, 2023

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			
May-23			
WARRANT			
#	TYPE	DATE	AMOUNT
23.23	AP		\$ 344,735.66
23.22	PR	Gross Payroll	\$ 1,509,644.41
	PR	Insurance	
		MainePERS	\$ 250,885.31
SUBTOTAL			\$ 2,105,265.38
23.24	AP		\$ 667,364.84
23.23	PR	Gross Payroll	\$ 1,605,392.46
	PR	Insurance	\$ 831,174.24
		MainePERS	
SUBTOTAL			\$ 3,103,931.54
GRAND TOTAL			\$ 5,209,196.92

Finance & Facilities Meeting Top 25 Expenditures

Item 4-B

Top 25 Expenditures
May 2023

Accounts Payable
Warrants 23-23 & 23-24
Total: \$1,012,100.50

Check #	Vendor	Description	Amount
153611	PATCO CONSTRUCTION, INC.	METAL STORAGE BLDG - ESSER 3 FUNDS	109,781.24
153402	PATCO CONSTRUCTION, INC.	PROPANE FUELING STATION	78,318.31
153531	CROWN ENERGY SOLUTIONS	PROPANE FUELING STATION	49,140.00
153556	HEADLIGHT AUDIO VISUAL, INC.	REPLACEMENT CLASSROOM AMPLIFIERS AND SOUND SYSTEM FOR BEMS GYM	40,068.26
153647	SYSCO OF NORTHERN NEW ENGLAND	NUTRITION SUPPLIES - DISTRICT WIDE 23-24	38,491.46
153503	AMAZON CAPITAL SERVICES, INC.	SUPPLIES - DISTRICT WIDE 23-24	35,827.62
153431	SYSCO OF NORTHERN NEW ENGLAND	NUTRITION SUPPLIES - DISTRICT WIDE 23-23	33,886.76
153617	PITSTOP FUELS, INC.	PROPANE EXPENSE 23-24	33,857.29
153613	PINE TREE SOCIETY FOR HANDICAPPED	SP-ED CONTRACTED SERVICES	28,255.50
153527	CENTRAL MAINE POWER	ELECTRICITY EXPENSE 23-24	27,854.31
153550	GREAT SCHOOLS PARTNERSHIP	FEDES GRANT - LEADERSHIP ACADEMY	26,650.00
153406	PITSTOP FUELS, INC.	PROPANE EXPENSE 23-23	23,052.42
153350	BLUUM USA INC.	ADULT EDUCATION - COMPUTERS	16,580.00
153354	CENTRAL MAINE POWER	ELECTRICITY EXPENSE 23-23	15,687.61
153353	BRIGHTLY SOFTWARE, INC.	FACILITIES SOFTWARE	14,871.60
153420	RUST CHECK MAINE, LLC	RUST CHECK SERVICES FOR ALL BUSES	13,940.00
153587	MINUTEMAN SECURITY TECHNOLOGIES	ADDITIONAL SECURITY CAMERAS	13,648.97
153607	OTELCO, INC.	MONTHLY TELEPHONE EXPENSE	12,139.37
153404	PINE TREE WASTE INC.	MONTHLY TRASH REMOVAL EXPENSE	11,611.24
153589	MORRISON CENTER	SP-ED CONTRACTED SERVICES	11,024.00
153519	BLUEINK	ANNUAL RENEWAL - SP-ED SOFTWARE	10,620.00
153380	MAINE BEHAVIORAL HEALTHCARE	SP-ED CONTRACTED SERVICES	8,536.00
153440	VISA	TRAVEL EXPENSES - GRANT REIMB.	8,393.11
153533	CSS CONSULTING LLC	PROFESSIONAL DEV. TITLE ii GRANT	8,250.00
153623	POSITIVITY PROJECT	ANNUAL RENEWAL HBE/STEEP FALLS/EDNA	7,990.00
	% OF ALL AP	67.04%	\$678,475.07

Finance & Facilities Meeting Interim Financial Report

Item 4-C

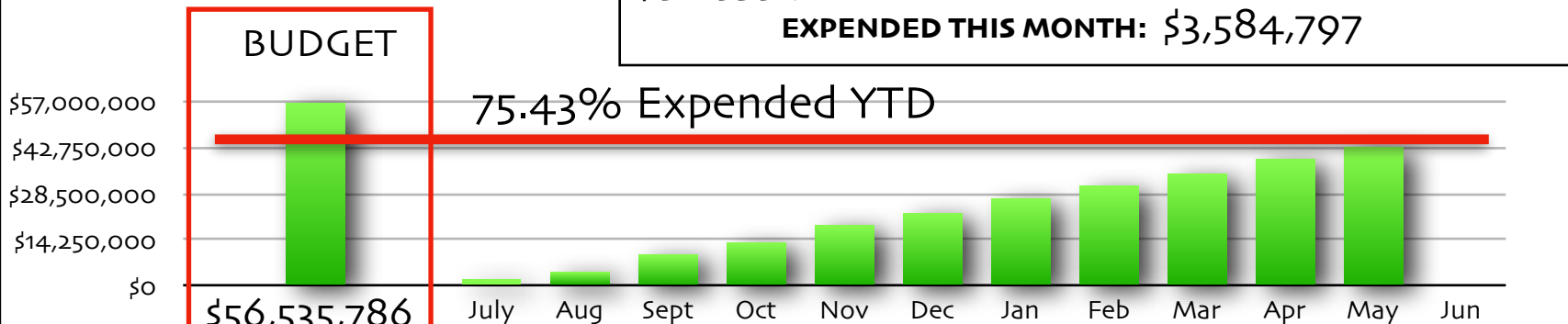
Revenues, Expenditures, and Changes in Fund Balance							
2022-2023 GENERAL FUND BUDGET	General Fund Summary: for the the 14th finance committee meeting	ADOPTED / ADJUSTED BUDGET 2022-23	ACTUALS YTD 2022-23 5/31/2023	% BAL LEFT YTD	PROJECTED YEAR END TOTALS 2022-23	PROJECTED YEAR END BALANCES REMAINING	ACTUALS YTD 2021-22 5/31/2022
	STATE SUBSIDY (GPA)	\$21,947,907	\$20,207,230	7.93%	\$21,947,907	\$0	\$21,409,960
	BALANCE FORWARD	\$2,350,000	\$2,350,000	0.00%	\$2,350,000	\$0	\$1,375,000
	SPECIAL ED REVENUES	\$200,000	\$158,574	20.71%	\$190,000	(\$10,000)	\$124,139
	MISCELLANEOUS REVENUES	\$40,000	\$528,639	-1221.60%	\$450,000	\$410,000	\$180,313
	BUILDING USE RECEIPTS	\$0	\$0	#DIV/0!	\$0	\$0	\$0
	LOCAL TAX ASSESSMENT	\$31,997,879	\$29,331,389	8.33%	\$31,997,879	\$0	\$26,076,162
	REVENUES OVER (UNDER) ESTIMATES	\$56,535,786	\$52,575,832	7.00%	\$56,935,786 A	\$400,000	\$49,165,574
	Article 1 - REGULAR INSTRUCTION	\$21,989,114	\$15,619,972	28.96%	\$21,590,451	\$398,663	\$15,138,419
	Article 2 - SPECIAL EDUCATION	\$9,712,670	\$7,222,321	25.64%	\$9,536,579	\$176,091	\$7,003,599
	Article 3 - CAREER & TECH ED	\$10,000	\$0	100.00%	\$0	\$10,000	\$0
	Article 4 - OTHER INSTRUCTION	\$1,002,459	\$763,068	23.88%	\$984,285	\$18,175	\$579,925
	Article 5 - STUDENT & STAFF SUPPORT	\$5,570,928	\$3,561,076	36.08%	\$5,469,927	\$101,001	\$3,960,284
	Article 6 - SYSTEM ADMINISTRATION	\$1,588,558	\$1,305,187	17.84%	\$1,559,757	\$28,801	\$1,105,335
	Article 7 - SCHOOL ADMINISTRATION	\$2,815,945	\$2,095,773	25.57%	\$2,764,892	\$51,053	\$2,184,343
	Article 8 - TRANSPORTATION & BUSES	\$3,866,082	\$3,387,471	12.38%	\$3,795,990	\$70,092	\$2,941,710
	Article 9 - FACILITIES MAINTENANCE	\$8,159,441	\$6,883,597	15.64%	\$7,833,064	\$326,378	\$5,550,761
	Article 10 - DEBT & OTHER COMMITMENTS	\$1,803,690	\$1,803,689	0.00%	\$1,803,690	\$0	\$1,628,719
	Article 11 - ALL OTHER EXPENSES	\$16,900	\$1,497	91.14%	\$16,900	\$0	\$2,350
EXPENDITURES (OVER) UNDER BUDGET	\$56,535,786	\$42,643,650	24.57%	\$55,355,534 B	\$1,180,252	\$40,095,445	
REVENUES OVER / (UNDER) EXPENSES	\$0	\$9,932,183		A + B = C C	\$1,580,252	\$9,070,129	
As a % of Approved Budget		75.43%			2.80%	76.77%	
PROJECTED CHANGE IN FUND BALANCE (FY23 YEAR END)							
CHANGE IN FUND BALANCE	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					\$1,580,252	
	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					\$7,994,255	
	As a % of 22-23 Budget					14.14%	
	NET CHANGE IN FUND BALANCE					(\$1,401,125)	
	PROJECTED CARRY FORWARD 23-24					\$3,500,000	
	FUND BALANCE AVAILABLE FOR FY25					\$4,494,255	
	ADOPTED / ADJUSTED BUDGET 2022-23	ACTUALS YTD 2022-23 5/31/2023	% BAL LEFT YTD	PROJECTED YEAR END TOTALS 2022-23	PROJECTED YEAR END BALANCES REMAINING	ACTUALS YTD 2021-22 5/31/2022	
FOOD SERVICE							
REVENUES	\$1,935,150	\$2,260,483	-16.81%	\$2,031,908	\$96,758	\$1,825,461	
EXPENDITURES	\$1,935,150	\$2,020,391	-4.40%	\$2,031,908	(\$96,758)	\$1,766,946	
BALANCE	\$0	\$240,092		\$0	\$193,515	\$58,515	
	ADOPTED / ADJUSTED BUDGET 2022-23	ACTUALS YTD 2022-23 5/31/2023	% BAL LEFT YTD	PROJECTED YEAR END TOTALS 2022-23	PROJECTED YEAR END BALANCES REMAINING	ACTUALS YTD 2021-22 5/31/2022	
ADULT EDUCATION							
REVENUES	\$359,400	\$281,464	21.69%	\$287,520	(\$71,880)	\$250,783	
EXPENDITURES	\$359,400	\$258,556	28.06%	\$305,490	\$53,910	\$233,309	
BALANCE	\$0	\$22,908		(\$17,970)	(\$125,790)	\$17,473	

Finance & Facilities Meeting - Financial Dashboards

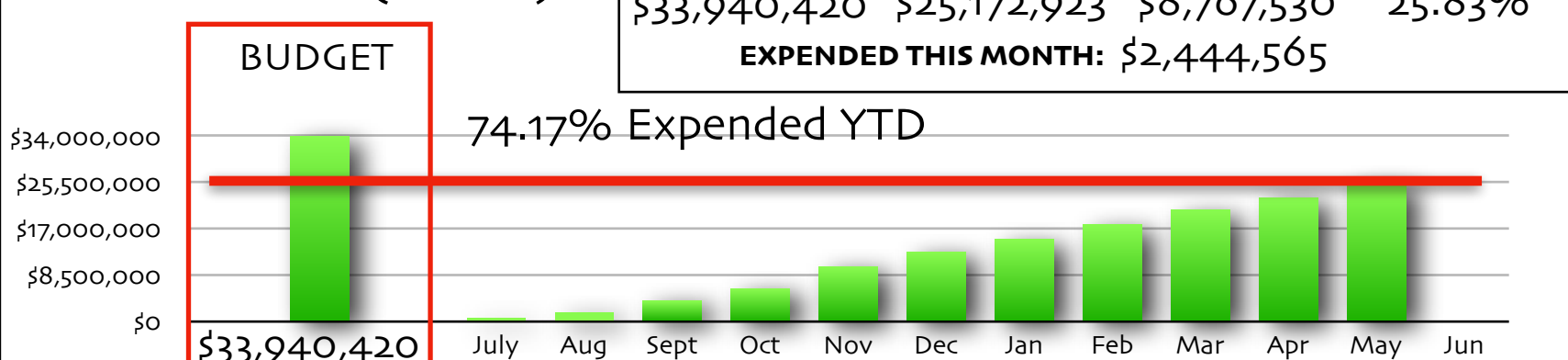
Item 4-D

EXPENDITURES - MAY

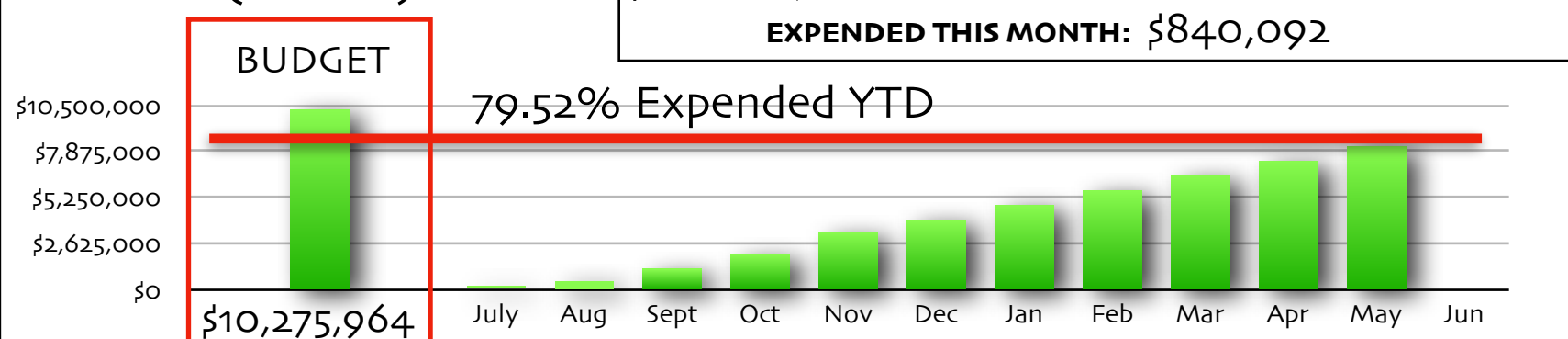
TOTAL GENERAL FUND EXPENDITURES



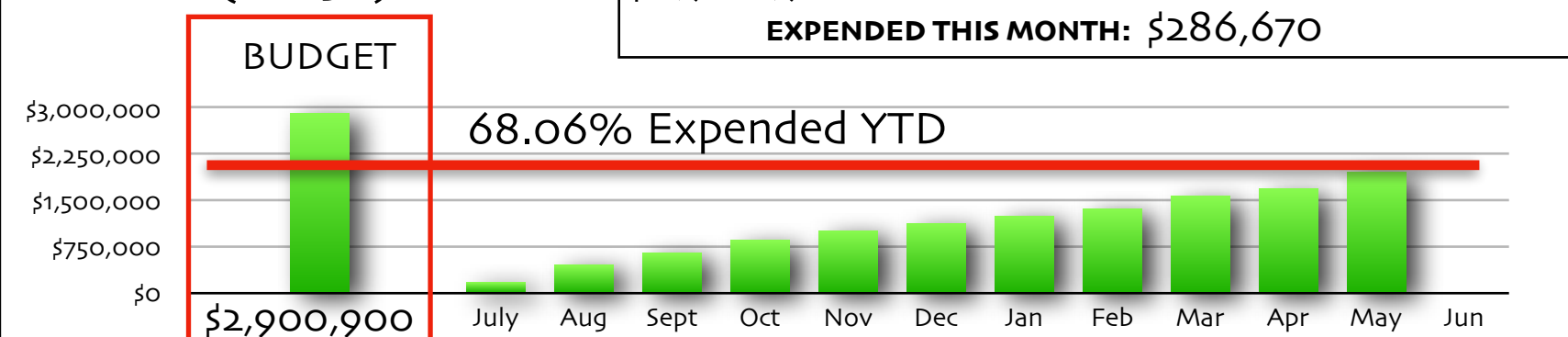
SALARIES (Cat 10)



EMPLOYEE BENEFITS (Cat 20)



PER PUPIL ALLOCATIONS (Cat 30)



Finance & Facilities Meeting - Financial Dashboards

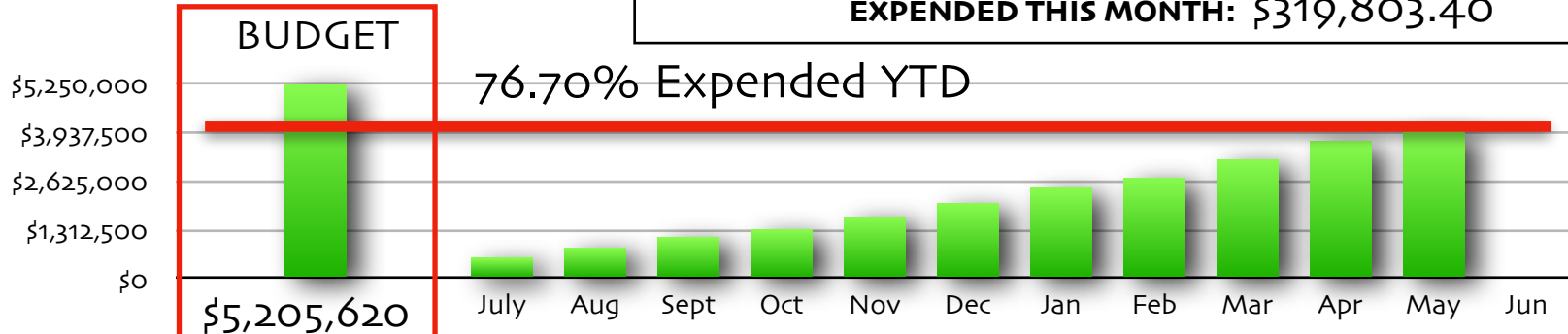
Item 4-D

EXPENDITURES - MAY

RECURRING COSTS (Cat 40)

BUDGET	\$EXPENDED YTD	\$REMAINING	%REMAINING
\$5,205,620	\$3,992,951	\$1,212,669	23.30%

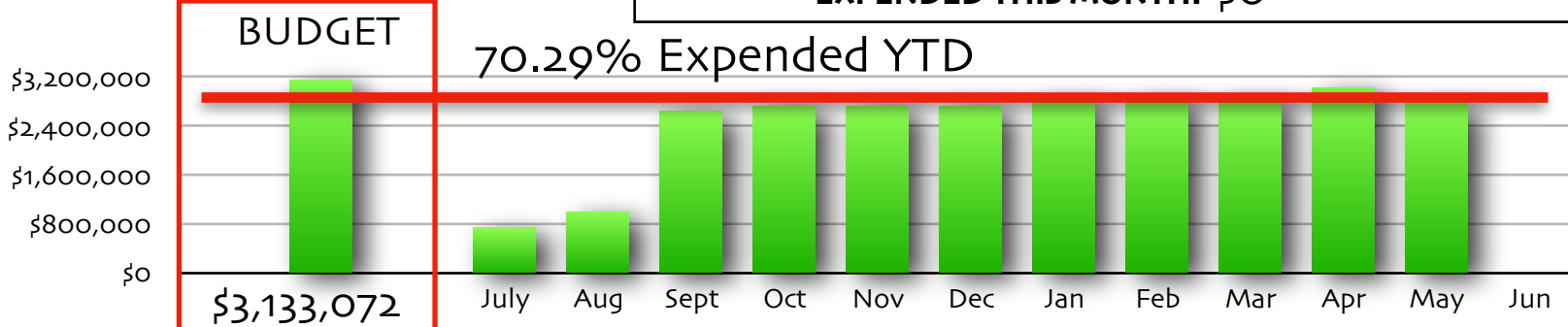
EXPENDED THIS MONTH: \$319,803.40



CURRENT DEBT SERV (Cat 50)

BUDGET	\$EXPENDED YTD	\$REMAINING	%REMAINING
\$3,133,072	\$2,752,798	\$93,070	29.71%

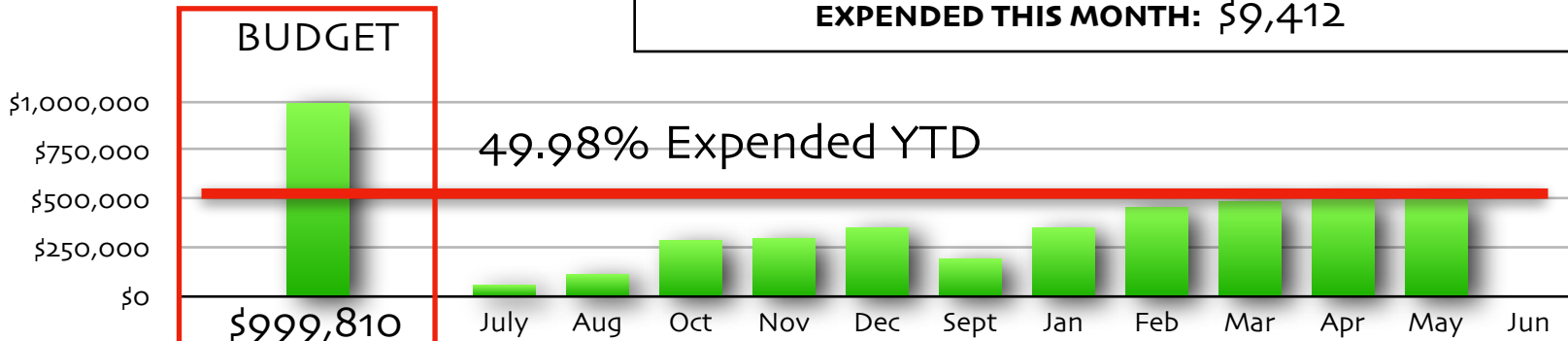
EXPENDED THIS MONTH: \$0



CAPITAL REQUESTS (Cat 70)

BUDGET	\$EXPENDED YTD	\$REMAINING	%REMAINING
\$999,810	\$499,698	\$500,112	50.02%

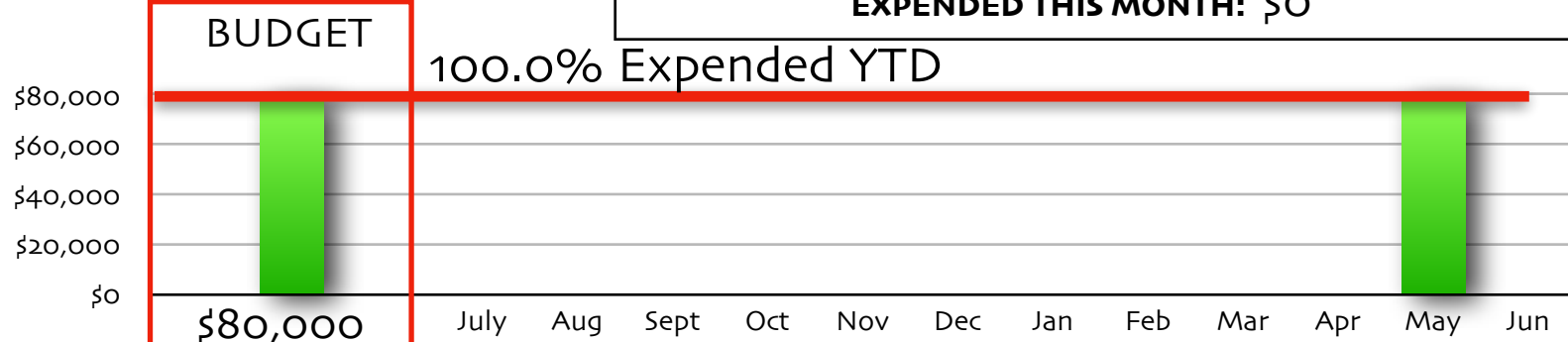
EXPENDED THIS MONTH: \$9,412



NEW DEBT SERVICE REQUESTS (Cat 80)

BUDGET	\$EXPENDED YTD	\$REMAINING	%REMAINING
\$80,000	\$80,000	\$0	0.00%

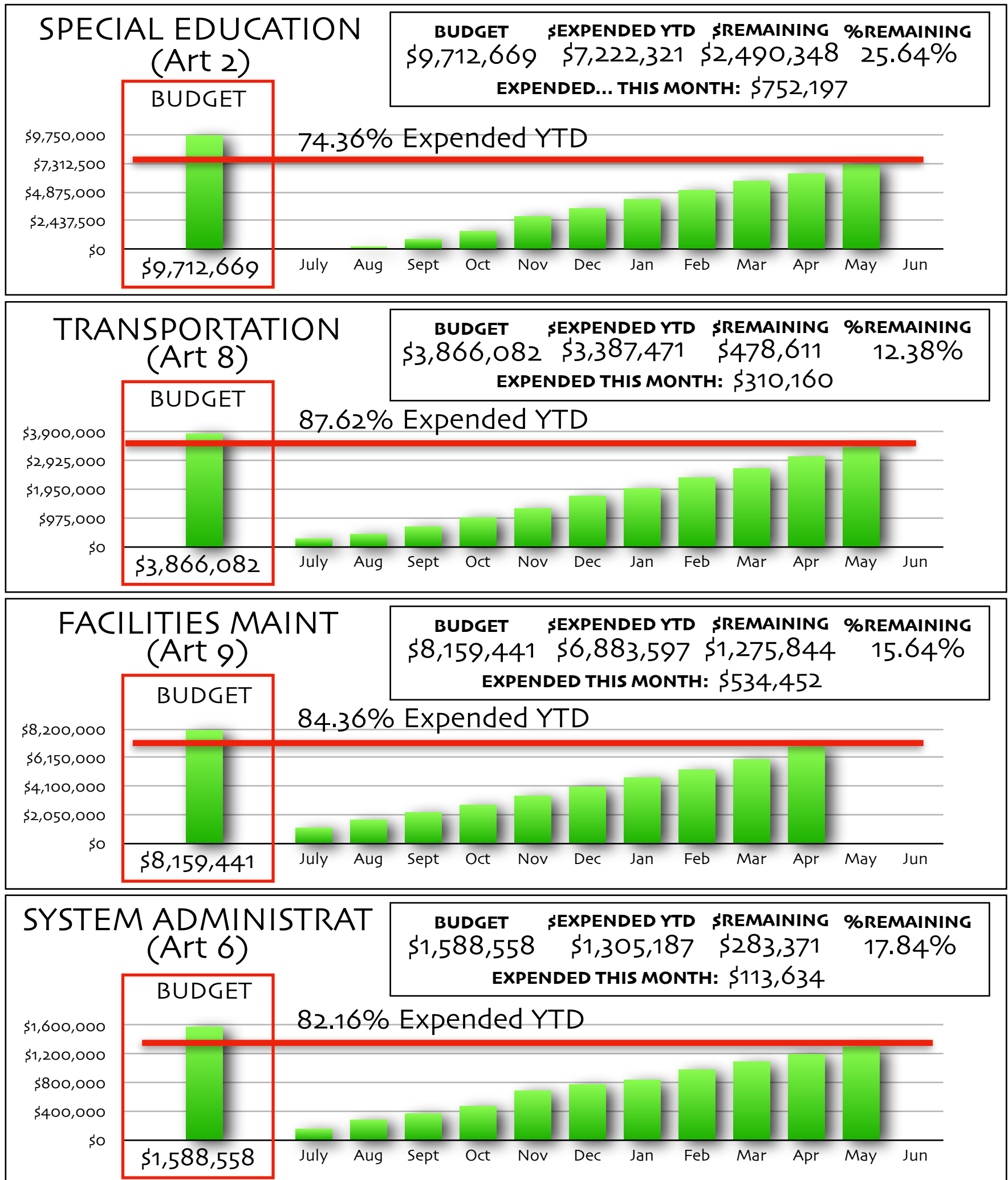
EXPENDED THIS MONTH: \$0



Finance & Facilities Meeting - Financial Dashboards

Item 4-D

EXPENDITURES - MAY



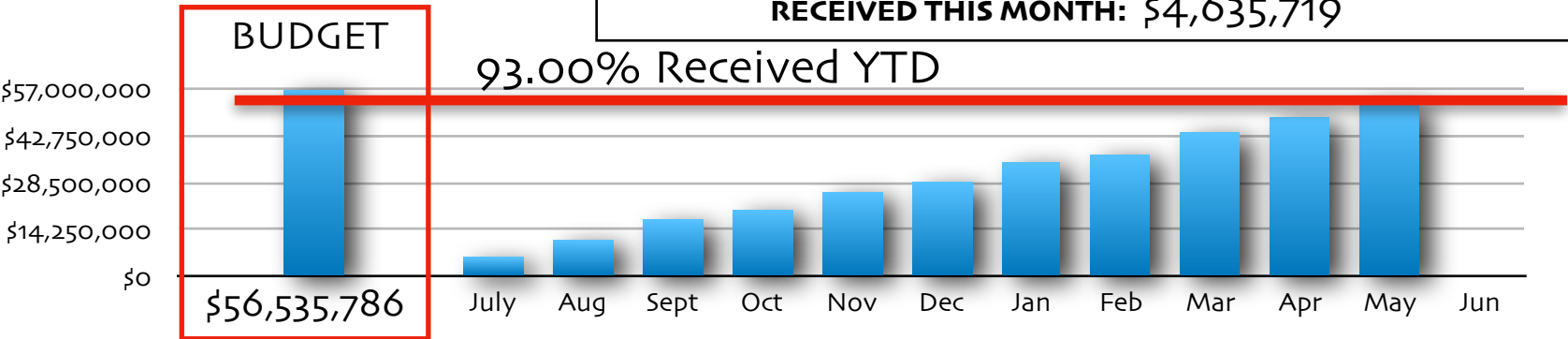
Finance & Facilities Meeting - Financial Dashboards

Item 4-D

REVENUES - MAY

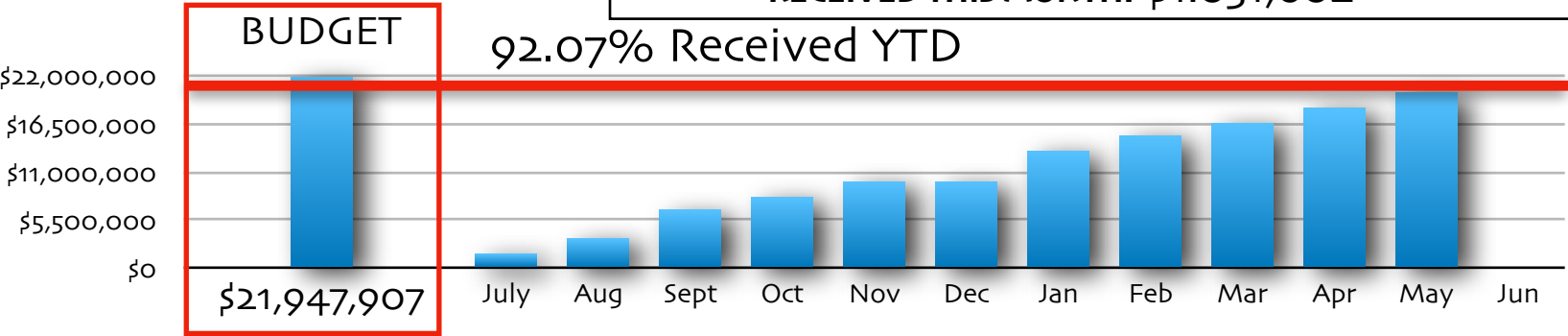
TOTAL GENERAL FUND REVENUES

BUDGET	\$RECEIVED YTD	\$REMAINING	%REMAINING
\$56,535,786	\$52,575,832	\$3,959,954	7.00%
RECEIVED THIS MONTH: \$4,635,719			



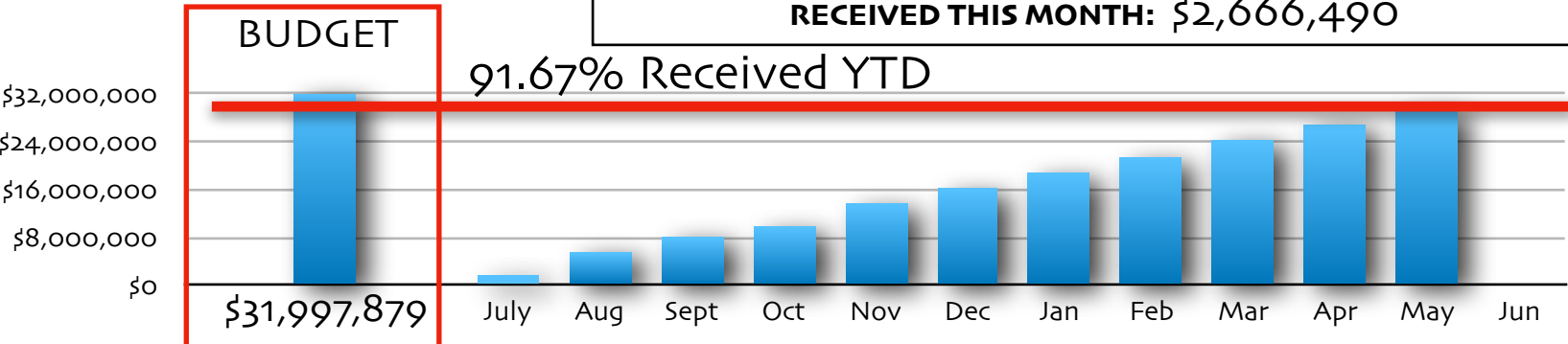
STATE SUBSIDY (GPA)

BUDGET	\$RECEIVED YTD	\$REMAINING	%REMAINING
\$21,947,907	\$20,207,230	\$1,740,677	7.93%
RECEIVED THIS MONTH: \$1,831,682			



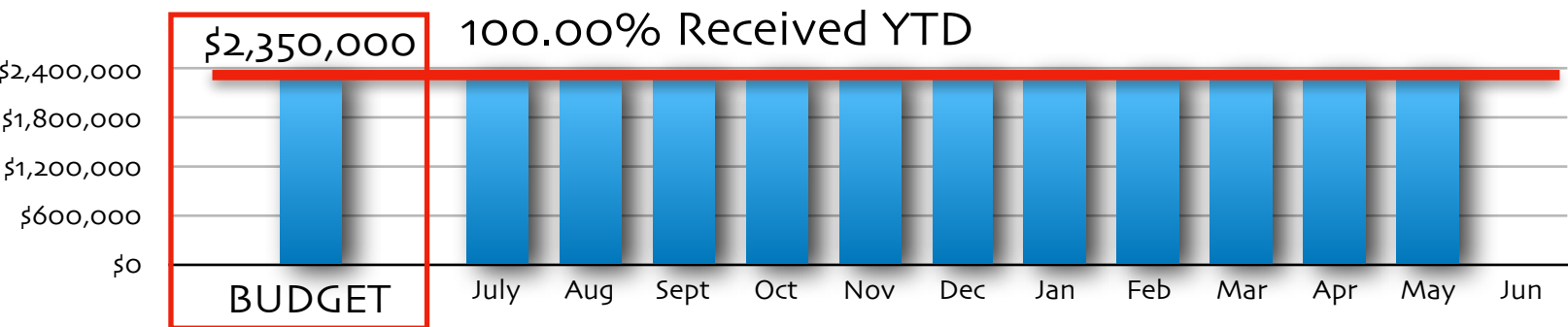
LOCAL ASSESSMENTS

BUDGET	\$RECEIVED YTD	\$REMAINING	%REMAINING
\$31,997,879	\$29,331,389	\$2,666,490	8.33%
RECEIVED THIS MONTH: \$2,666,490			



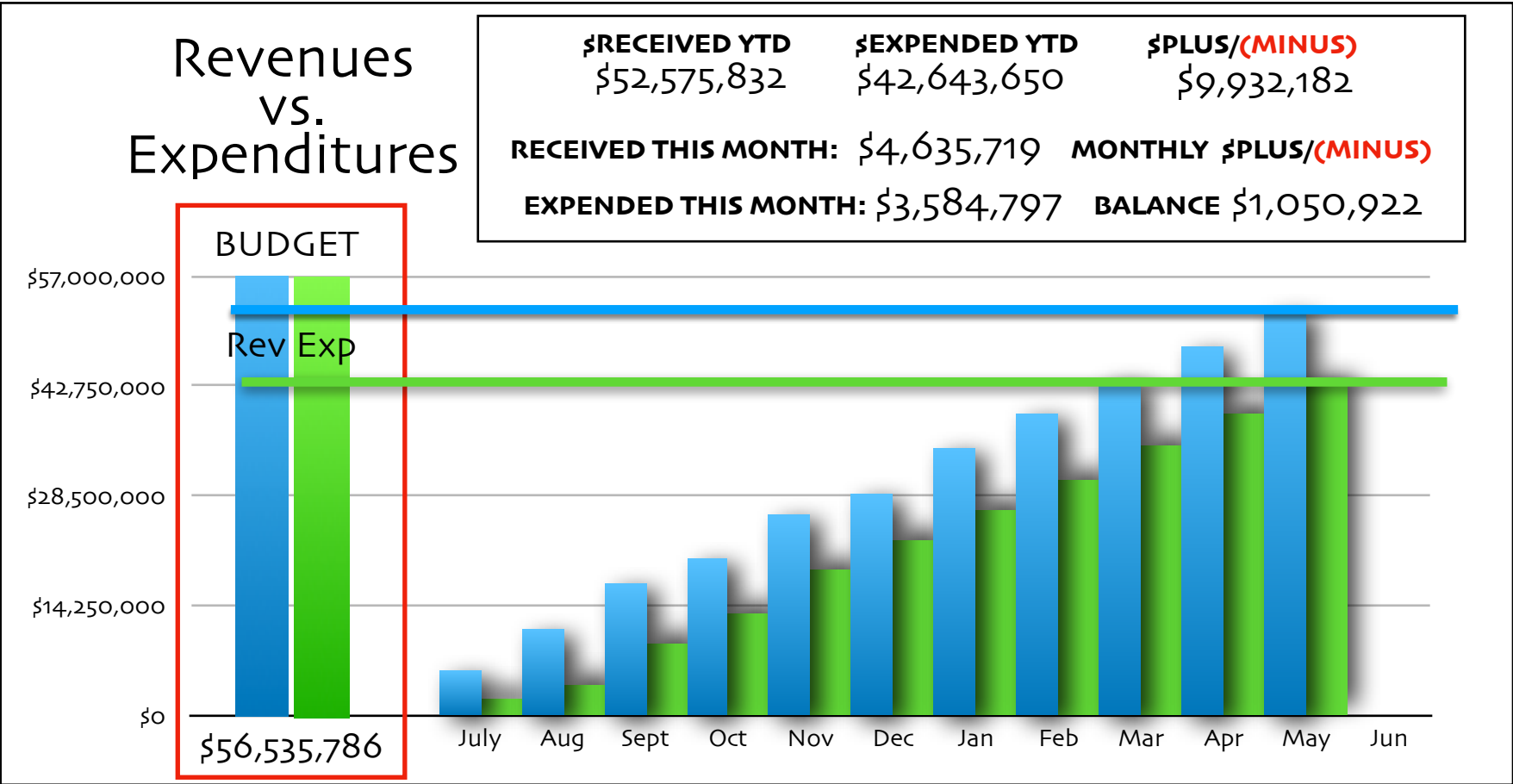
BALANCE FORWARD

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

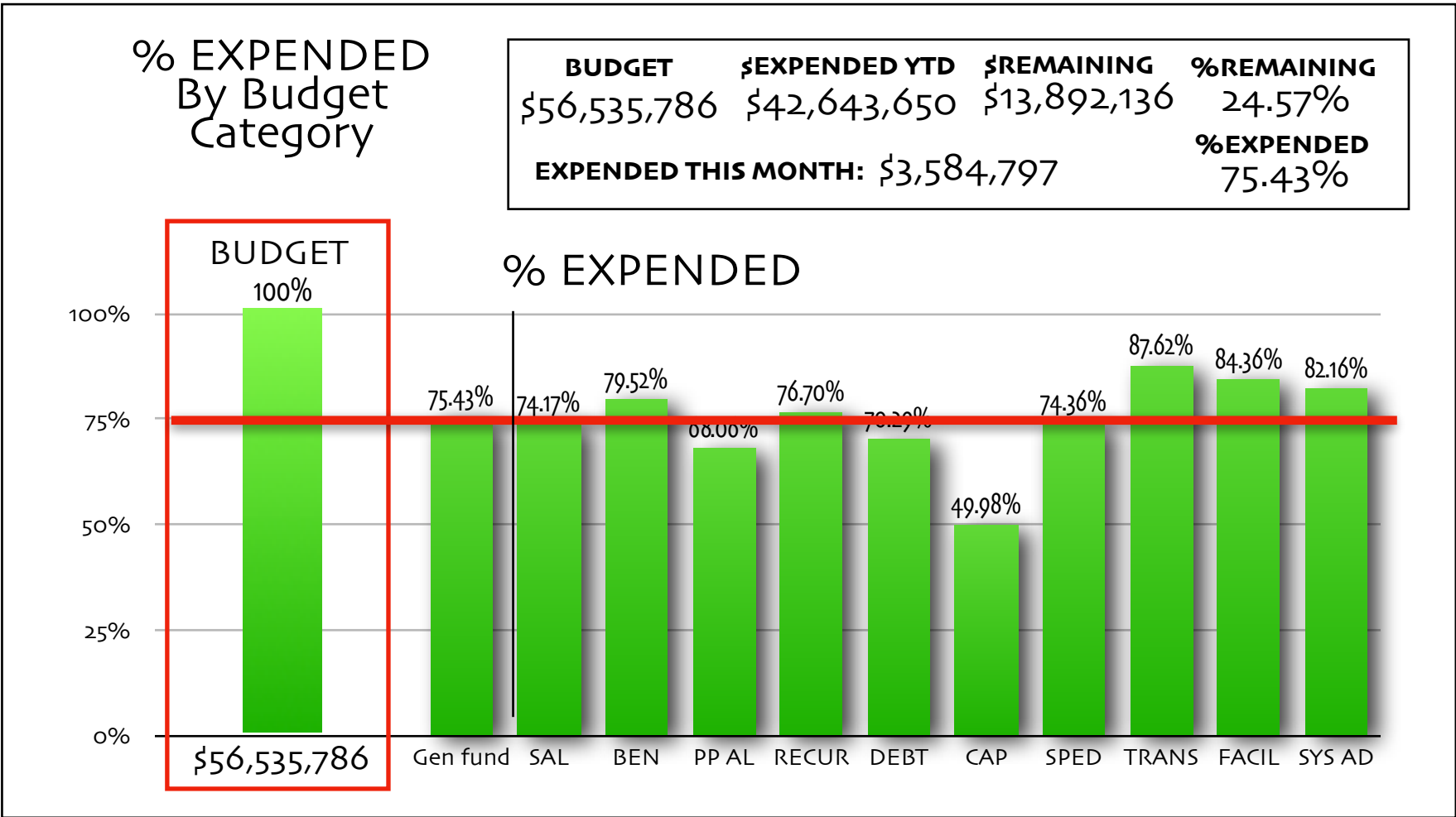


Finance & Facilities Meeting - Financial Dashboards

Item 4-D REVENUES VS. EXPENDITURES - MAY



Item 4-D EXPENDITURES - MAY YTD



Finance & Facilities Meeting Covid-19 Financial 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	184,142	206,954	8,293	22,812
9/30/2022	LE Preschool (ARP)	2515	25,067	24,979	24,979	89	0
9/30/2022	ESSER1 (CARES)	2605	447,096	445,589	445,589	1,507	0
9/30/2023	ESSER2 (CRRSA)	2614	1,851,263	1,733,542	1,733,542	117,721	0
9/30/2024	ESSER3 (ARP)	2615	4,158,948	3,275,957	3,664,982	493,966	389,025
9/30/2023	RREV	2616	100,000	13,506	30,444	69,556	16,938
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	12,116	18,450	6,218	6,335
			6,895,307	5,721,126	6,156,236	739,071	435,109
				82.97%	89.28%		

Finance & Facilities Meeting P & C Insurance Bid

Item 5-A Liberty Mutual - Property, General Liability, Auto, Crime, ELL, Umbrella

Premium Comparison Liberty Mutual

Line of Coverage	Insurer AM Best Rating	MSMA 2022-2023	MSMA 2023-2024	Projected 2023-2024 Premiums	\$ Difference	% Difference	Comments
Property	Liberty (A XV)	\$144,566	\$272,849	\$142,593	-\$130,256	-48%	<ul style="list-style-type: none"> Total Insured Values increased 23% from \$143,904,021 to \$177,806,678 Boiler & Machinery included Deductible increased from \$1,000 to \$10,000 (<i>very common / appropriate deductible size for private insurance market</i>) 48% rate reduction from \$.15 cent (MSMA) to \$.080 cent (FCC/Liberty) Terrorism (TRIA) not included Direct Bill, Annually, 100% at Inception
General Liability	Liberty (A XV)	\$23,064	\$23,162	\$37,302	\$14,140	61%	<ul style="list-style-type: none"> Provides Aggregate Limit of \$3M Terrorism (TRIA) not included Direct Bill, Annually, 100% at Inception Includes coverage for Interns (rating basis 55 students)
Automobile	Liberty (A XV)	\$63,970	\$51,384	\$98,630	\$47,246	92%	<ul style="list-style-type: none"> 90 Power Units - all departments Comprehensive/Collision Deductibles increased from \$500 to \$2,500 Average cost per vehicle \$685 MSMA to \$1,096 Liberty Direct Bill, Annually, 100% at Inception
Crime	Liberty (A XV)	\$2,200	\$2,222	\$5,479	\$3,257	147%	<ul style="list-style-type: none"> No change to limits or deductibles Direct Bill, Annually, 100% at Inception
Educators Legal Liability	Liberty (A XV)	\$62,268	\$62,382	\$16,126	-\$46,256	-74%	<ul style="list-style-type: none"> Provides Aggregate Limit of \$1M Deductible decreased from \$15,000 to \$10,000 Terrorism (TRIA) not included Direct Bill, Annually, 100% at Inception
Umbrella Liability	Liberty (A XV)	\$3M GL/ ELL AGG Included in Primary	\$3M GL/ ELL AGG Included in Primary	\$29,670	\$24,325	100%	<ul style="list-style-type: none"> Proposing a \$10M Umbrella to Provide excess coverage over: Auto, General Liability, Employee Benefits Liability, School Leaders E&O Liability, Sexual Misconduct Liability <i>* assumes (90 total vehicles)</i> Terrorism (TRIA) not included Direct Bill, Annually, 100% at Inception
Cyber Liability	Liberty (A XV)	\$25,994	\$37,644	\$6,256	-\$31,388	-83%	<i>Coverage quoted is through Liberty Mutual by endorsement under Liability. We will look for stand alone policy when MFA for remote workers completed. Premium for a \$1M policy is estimated at \$20K</i>
Workers Compensation		n/a		n/a	n/a	n/a	<ul style="list-style-type: none"> Not included in marketing effort
Total Premium		\$317,062	\$444,643	\$336,056	-\$108,587	-24%	

Finance & Facilities Meeting P & C Insurance Bid

Item 5-A Liberty Mutual - Property, General Liability, Auto, Crime, ELL, Umbrella

Coverage/Exposure Comparison

Coverage	2023-2024	Comments
Property	Liberty Mutual	
Total Insured Values at 100%		• Cause of Loss - Special Form
Replacement Cost - Building and Business	\$177,806,678	• Replacement Cost
Personal Property		• Includes Boiler & Machinery
Real Property	\$161,823,594	• Coverage per attached statement of values
Business Personal Property	\$15,983,084	• Refer to Liberty Proposal for coverage details and sublimits
Boiler & Machinery	Included	• Coverage added for new warehouse at 715 Bonny Eagle Rd and Treatment Plant,
Extra Expense	\$1,000,000	
Earthquake Limit	\$1,000,000	
Flood Limit	\$1,000,000	
Ordinance Deficiency	Included	
Property Deductibles		
Property/AOP	\$10,000	
Wind - Named Storm	\$250,000	
Earthquake Deductible	\$100,000	
Flood Deductible	\$100,000	
General Liability	Liberty Mutual	
General Aggregate Limit	\$3,000,000	Umbrella to add \$10M additional limit
Each Occurrence	\$1,000,000	Umbrella to add \$10M additional limit
Personal & Advertising Limit	\$1,000,000	
Damage to Premises Rented to you	\$100,000	
Medical Expense Limit (any one person)	\$5,000	
Employee Benefits Liability	\$1,000,000	Retroactive Date: 7/1/2008
Employee Benefits Aggregate	\$3,000,000	
Sexual Misconduct Liability - Occurrence	\$1,000,000	
Sexual Misconduct Liability - Aggregate	\$1,000,000	Umbrella provides \$10M additional limits
Violent Event Response Aggregate	\$500,000	
Follows Maine Tort Law	yes	
Liability Deductibles		
Employee Benefits Liability Deductible	\$1,000	
Sexual Misconduct Liability Deductible	\$5,000	
Cyber		
First Party Annual Aggregate Limit	\$1,000,000	Cyber Suite Coverage Endorsement
Third Party Annual Aggregate Limit	\$1,000,000	
Forensic IT Review Sublimit	\$500,000	
Legal Review Sublimit	\$500,000	
Regulatory Fines & Penalties Sublimit	\$500,000	
PCI Fines & Penalties Sublimit	\$500,000	
Cyber Extortion Sublimit	\$25,000	
Misdirected Fraud Sublimit	\$25,000	
Computer Fraud Sublimit	\$25,000	
Retention		
Per Occurrence	\$10,000	

Finance & Facilities Meeting P & C Insurance Bid

Item 5-A Liberty Mutual - Property, General Liability, Auto, Crime, ELL, Umbrella Coverage/Exposure Comparison

Coverage	2023-2024	Comments
Commercial Auto	Liberty Mutual	
Liability - Combined Single Limit	\$1,000,000	Umbrella provides \$10M additional limit
Liability Symbol	1 - Any Auto	
Auto Medical Payments - Per Person	\$5,000	
Uninsured Motorist	1,000,000	
Garagekeepers Liability	50,000	Limit reduced to reflect minimal exposure
Towing & Labor - per disablement	\$150	Medium Vehicles 10,001 -20,000 GVW
	\$50	Private Passenger & Trucks < 10,001 GVW
Hired and Non-owned Liability	\$1,000,000	Umbrella provides \$10M additional limits
Number of vehicles	90	75 Transportation and 15 Maintenance
Deductibles		
Comprehensive & Collision Deductible	\$2,500	
Hired Physical Damage - Comp & Coll	\$2,500	
Garagekeepers Liability Deductible	\$500	
Valuation	ACV or Cost to Repair	
Educators Legal Liability	Liberty Mutual	
School Leaders Error & Omission Liability - Each Wrongful Act	\$1,000,000	Retroactive Date: 7/1/2008
School Leaders Error & Omission Liability - Aggregate	\$1,000,000	Umbrella provides \$10M additional limits
Non-Monetary Relief Defense Coverage	\$100,000	
Student-on-student Harassment		
Deductibles		
Each Wrongful Act	\$10,000	
Non-Monetary Relief Defense Coverage	\$10,000	
Excess Educators Legal Liability	Liberty Mutual	
Aggregate Limit	\$5,000,000	
Umbrella	Liberty Mutual	
Each Occurrence	\$10,000,000	• Liberty Excess coverage over: Auto,GL, EBL, SBLL, SML
General Aggregate Limit	\$10,000,000	
Retention		
Each Occurrence	\$10,000	
Crime	Liberty Mutual	
Employee Theft	\$1,000,000	
Forgery or Alteration	\$1,000,000	
Theft of Money and Securities	\$1,000,000	
Robbery or Safe Burglary	\$1,000,000	
Outside Premises	\$1,000,000	
Computer Fraud	\$1,000,000	
Funds Transfer Fraud	\$1,000,000	
Money Orders and Counterfeit Money	\$1,000,000	
Crime Deductibles		
All Coverages	\$1,000	

Finance & Facilities Meeting P & C Insurance Bid

Item 5-A Liberty Mutual - Property, General Liability, Auto, Crime, ELL, Umbrella

FY24 BUDGET

MSAD 6 2023-2024 INSURANCES

Report # 181299

Statement Code: INSURANCES

Account Number / Description	23 BUDGET 7/1/2022 - 6/30/2023	23 ACTUAL YTD 7/1/2022 - 6/30/2023	24 POSITIONS 7/1/2023 - 6/30/2024	24 REQUESTS 7/1/2023 - 6/30/2024	24 TOTAL BUDGET ADJUSTMENTS 7/1/2023 - 6/30/2024	\$INC 7/1/2023 - 6/30/2024	%INC
40 Category 40 - RECURRING COST							
1000-40-0000-2700-55200-900-00-08 TRANS-FLEET INSURANCE	62,500.00	62,500.00	0.00	67,500.00	0.00	67,500.00	5,000.00 8.00 %
1000-40-0000-2600-55210-010-00-09 MAINT-INS-BLDGS & CONTENT	12,800.00	12,800.00	0.00	15,800.00	1,580.00	17,380.00	4,580.00 35.78 %
1000-40-0000-2600-55210-020-00-09 MAINT-INS-BLDGS & CONTENT	12,800.00	12,800.00	0.00	15,800.00	1,580.00	17,380.00	4,580.00 35.78 %
1000-40-0000-2600-55210-060-00-09 MAINT-INS BLDGS & CONTENT	25,800.00	25,800.00	0.00	29,800.00	2,980.00	32,780.00	6,980.00 27.05 %
1000-40-0000-2600-55210-080-00-09 MAINT-INS BLDGS & CONTENT	18,800.00	18,800.00	0.00	21,800.00	2,120.00	23,920.00	5,120.00 27.23 %
1000-40-0000-2600-55210-090-00-09 MAINT-INS-BLDGS & CONTENT	19,400.00	19,400.00	0.00	22,400.00	2,240.00	24,640.00	5,240.00 27.01 %
1000-40-0000-2600-55210-100-00-09 MAINT-INS-BLDGS & CONTENT	12,800.00	12,800.00	0.00	15,000.00	1,400.00	16,400.00	3,600.00 28.13 %
1000-40-0000-2600-55210-110-00-09 MAINT-INS-BLDGS & CONTENT	50,400.00	50,400.00	0.00	60,000.00	6,000.00	66,000.00	15,600.00 30.95 %
1000-40-0000-2600-55210-300-00-09 MAINT-INS-BLDGS & CONTENT	55,400.00	55,400.00	0.00	58,000.00	5,800.00	63,800.00	8,400.00 15.16 %
1000-40-0000-2600-55210-915-00-09 MAINT-INS-BLDGS & CONTENT	7,080.00	4,094.33	0.00	9,000.00	900.00	9,900.00	2,820.00 39.83 %
1000-40-0000-2600-55210-920-00-09 MAINT INS BLDGS & CONTENT	7,080.00	4,094.33	0.00	9,000.00	900.00	9,900.00	2,820.00 39.83 %
1000-40-0000-2600-55210-925-00-09 MAINT-INS-BLDGS & CONTENT	10,080.00	10,080.00	0.00	12,000.00	600.00	12,600.00	2,520.00 25.00 %
1000-40-0000-2600-55210-940-00-09 MAINT-INS BLDGS & CONTENT	7,080.00	4,094.33	0.00	9,000.00	900.00	9,900.00	2,820.00 39.83 %
1000-40-0000-2700-55210-900-00-09 MAINT-FLEET INSURANCE	24,000.00	24,000.00	0.00	30,000.00	3,000.00	33,000.00	9,000.00 37.50 %
TOTAL 40 Category 40 - RECURRING COST	\$326,020.00	\$317,062.99	\$0.00	\$375,100.00	\$30,000.00	\$405,100.00	\$79,080.00 24.26 %
GRAND TOTAL	\$326,020.00	\$317,062.99	\$0.00	\$375,100.00	\$30,000.00	\$405,100.00	\$79,080.00 24.26 %

FY24 BUDGET \$405,100

MSMA PROPOSAL \$444,643

LIBERTY MUTUAL PROPOSAL \$336,056

The Liberty Mutual Proposal would result in an estimated savings of \$108,587 over the MSMA proposal.

INSURANCE BROKER for Liberty Mutual proposal

Devin Gallagher, Client Executive
Donna Harder, Commercial Services Leader

Fred C. Church, Inc.
29 Maplewood Avenue, Suite 1
Portsmouth, NH 03801
Telephone: 1-800-225-1865

May 31, 2023 (revision)

Finance & Facilities Meeting Workers Comp Mod rate

Item 5-B



MAINE SCHOOL MANAGEMENT ASSOCIATION INSURANCE PROGRAMS

49 Community Drive, Augusta, ME 04330
Telephone: (207) 622-3473 Fax: (207) 626-2968 W/C Fax: (207) 620-7090

May 15, 2023

Business Manager
MSAD 06
94 Main Street
Buxton ME 04093

Dear Sir/Madam

The MSMA Workers' Compensation Trustees have approved the 2023-2024 Workers' Compensation rates, and we are **pleased to announce overall -5% decrease in rates**. However, please note there are fluctuations in the individual payroll classification rates.

Individual payroll classification rates are outlined below. The rate is an average of all personnel categories for every Trust member. Each member's actual premium may vary depending on the unit's estimated payrolls and most recent experience modification factor, which is a function of actual salaries paid and claims filed for the previous three plan-years. For further clarification, we have included a breakdown of your premium.

PLEASE VERIFY THE EMPLOYEE COUNT AND PAYROLL INFORMATION BELOW CAREFULLY. BE SURE TO UPDATE ANY CHANGES THAT MAY HAVE BEEN MADE DURING YOUR BUDGET PROCESS. IF THERE'S ANY INFORMATION THAT NEEDS TO BE CHANGED, WE NEED YOU TO CONTACT US WITH THOSE CHANGES NO LATER THAN MAY 30, 2023.

YOUR ACTUAL INVOICE, INCLUDING ANY PREMIUM CREDIT EARNED, AND CERTIFICATE OF COVERAGE WILL BE MAILED TO YOU AFTER THE ABOVE DEADLINE.

2023-2024 Premiums

<u>Payroll Classifications</u>	<u># of Employees</u>	<u>Estimated Payrolls</u>	<u>Rate</u>
7380 - School Bus Drivers	62.	\$1,806,333	\$5.30
8868 - Professional/Clerical	657.	\$28,522,099	\$0.37
9101 - All Other Employees	117.	\$2,667,438	\$3.43

Mod Rate 1.54

Please call Wendy Douglas directly at 207-626-5444 with any questions.

Sincerely,

Wendy Douglas

Wendy Douglas
Client Services Manager

Enclosure

*Providing Quality Insurance Solutions for Maine Public Schools
With a Commitment to Superior Customer Service and Cost Effectiveness.*

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 Workers Comp Mod rate

Item 5-B

FY24 BUDGET

MSAD 6 2023-2024 WORKERS COMP

Report # 181317

Statement Code: WRKRS COMP

Account Number / Description	23 BUDGET	23 ACTUAL YTD	24 POSITIONS	24 REQUESTS	24 TOTAL BUDGET		\$INC	%INC
	7/1/2022 - 6/30/2023	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2023 - 6/30/2024	ADJUSTMENTS	7/1/2023 - 6/30/2024		
52700 WORKERS COMPENSATION	\$1,015.63	\$2,469.67	\$2,736.59	\$60.00	\$0.00	\$2,796.59	\$1,780.96	175.36 %
52710 WORKERS COMPENSATION	\$83,433.36	\$84,489.47	\$98,727.83	\$70.00	\$(3,374.31)	\$95,423.52	\$11,990.16	14.37 %
52720 WORKERS COMPENSATION	\$11,160.38	\$12,200.04	\$15,914.01	\$0.00	\$0.00	\$15,914.01	\$4,753.63	42.59 %
52730 WORKERS COMPENSATION	\$0.00	\$1,140.11	\$0.00	\$495.00	\$0.00	\$495.00	\$495.00	---
52740 WORKERS COMPENSATION	\$6,583.49	\$6,276.36	\$7,395.31	\$0.00	\$0.00	\$7,395.31	\$811.82	12.33 %
52750 WORKERS COMPENSATION	\$2,961.83	\$3,004.99	\$3,335.43	\$0.00	\$0.00	\$3,335.43	\$373.60	12.61 %
52760 WORKERS COMPENSATION	\$522.64	\$589.69	\$592.55	\$0.00	\$0.00	\$592.55	\$69.91	13.38 %
52770 WORKERS COMPENSATION	\$10,208.27	\$6,421.00	\$12,116.71	\$0.00	\$(1,000.00)	\$11,116.71	\$908.44	8.90 %
52780 WORKERS COMPENSATION	\$182,542.45	\$194,893.20	\$227,630.88	\$300.00	\$(30,500.00)	\$197,430.88	\$14,888.43	8.16 %
20 Category 20 - BENEFITS	\$298,428.05	\$311,484.53	\$368,449.31	\$925.00	\$(34,874.31)	\$334,500.00	\$36,071.95	12.09 %
GRAND TOTAL	\$298,428.05	\$311,484.53	\$368,449.31	\$925.00	\$(34,874.31)	\$334,500.00	\$36,071.95	12.09 %

FY24 BUDGET

\$324,500

	Payroll	Rate/100	
7380 - School Bus Drivers	\$1,806,333	@ \$5.30	\$ 95,736
8868 - Professional/Clerical	\$18,522,099	@ \$0.37	\$ 68,532
9101 - All Other Employees	\$ 2,667,438	@ \$3.43	\$ 91,493. \$255,761
Experience Mod Rate		1.54 Penalty	\$138,111 \$393,872

(Estimated Premium : \$255,761 x 1.54)

FY24 Estimated BALANCE (DEFICIT)

(\$69,372)

Finance & Facilities Meeting Sale of Surplus Vehicles

Item 5-B

MSAD 6 Vehicles for Sale by Bid

Buses				Other Vehicles	
Year	Capacity	Miles	Bus #	Year	Miles
2004	14	202,912	64	1997 Suburban	204,859
2005	72	197,728	37	2003 GMC 2500	150,577
2006	72	214,834	42	2006 GMC K2500	221,168
2006	14	230,637	63	2006 Ford F550 Dump Truck	64,620
2006	14	196,777	68		
2007	14	219,912	71		
2007	14	196,041	72		
2007	14	240,269	73		
2007	14	210,022	75		
2008	72	224,319	46		
2009	72	208,900	48		
2009	72	218,000	44		
2008	72	196,168	24		
2009	72	162,570	43		
2010	72	158,278	14		
2011	72	137,847	26		
2011	72	116,118	41		

Pursuant to policy DN, the Superintendent has determined that the vehicles listed here are obsolete or no longer of use to the District and therefore have been declared surplus.

Pursuant to the policy the vehicles will first Be offered to district municipalities.

If there is no interest from the Towns then the business office hereby informs the Finance & Facilities Committee that the vehicles will be put out to bid for disposal.

NEPN/NSBA Code: DN

Disposition of School Properties

The Superintendent is authorized to determine, through procedures he/she develops, when personal property (supplies, materials, equipment), as distinguished from real property, is obsolete or no longer of use to Maine School Administrative District 6, and to declare it surplus.

The Board is to be informed of any real property declared surplus by the Superintendent prior to its disposal. Procedures for disposal of all surplus personal property will be in accordance with the following:

- A. Anything considered surplus with a value exceeding \$10,000 will first be offered to the various municipalities and then offered for general sale.
- B. Any surplus deemed under \$10,000 will be disposed of by the Superintendent or designee.
- C. Any district identification borne by surplus property will be removed, or be further identified to indicate the intended disposition and surplus nature (i.e., "SOLD BY" "SURPLUS").
- D. The Finance Committee will annually review a list of surplus that has been disposed.

All revenues which result from the sale of surplus property will be credited as miscellaneous income except in any instance where law requires that it be credited to a specific account.

Legal Reference: Title 20-A MRSA, Section 7

Adopted: December 16, 1991

Reviewed: September 21, 1998, April 22, 2002, October 17, 2022

Revised: March 19, 2012, August 19, 2013

Item 5-C

STN EXPO Indy Shares Propane School Bus Success Stories



INDIANAPOLIS – Three school districts at various stages of their propane school bus journeys shared their experiences in an STN EXPO panel.

“We’re all on this pathway to zero,” declared Steven Whaley, director of autogas business development for the session sponsor, the Propane Education & Research Council (PERC).

He shared four traits of an alternative fuel adoption successful: it must be cleaner than diesel, be cheaper, perform just as well, and be plentiful in supply. He explained more about the clean, affordable, safe, widely used, American-made fuel that is propane, which costs less per gallon than diesel and does not require the additives for emissions management that diesel buses do. A propane bus was also found to be 96 percent cleaner than a clean diesel bus by researchers at the University of West Virginia.

If there was one theme repeated throughout the [Green-Bus-Summit](#) it was that infrastructure is key – the first thing to consider before going bus shopping. Whaley reassured attendees that propane infrastructure is straightforward to set up and run. PERC partners also offer a solar- and wind-powered portable propane fueling station that also powers electric charging and off the grid.

Entire Fleet Converted

Kay Cornelius is director of transportation for rural St. Louis County Schools in Minnesota, with a service area of just over 4,000 square miles and where adverse weather conditions occur regularly. She said she was initially against propane but after conducting much research eventually agreed to her first propane bus in 2016 on a trial basis. She shared that she got into propane for the lower total cost of ownership and has seen the numbers stack up favorably, eventually converting her whole fleet.

Finance & Facilities Meeting Propane School Bus Info

Item 5-C

“Educate yourself. Learn how it works,” she encouraged. She relayed that she networked with nearby districts to lock in a lower price from propane providers.

Partial Adoption

Township High School District 211 is the largest high school district in Illinois. Director of Transportation Diana Mikelski said 61 of her 164 buses are propane. When getting started, she had to explore her options and face pushback from mechanics. She confirmed that Blue Bird and ROUSH CleanTech provide amazing support. Propane doesn’t blow up like in the movies, she quipped, and fueling is a breeze.

Her fuel savings is half a million dollars, plus maintenance costs. She said her drivers now love the propane buses as they run smoothly even in cold weather. The community has even noticed the cleaner smell and improved student health, she said.

“This is so easy,” she underscored. “We’re fully invested in going 100 percent with this.”

Starting Out

Michael McCusker, senior financial analyst for the “remarkably large and underfunded” School District of Philadelphia’s Department of Transportation Services, said that electric and CNG have been ruled out and the district is looking to switch about 10 percent of its fleet to propane.

“You learn and you make decisions,” he said of the journey ahead of the district.

He added that the district is confident that propane buses can handle the narrow streets and hills that school buses must navigate in the city.

Finance & Facilities Meeting Propane School Bus Info

Item 5-C



Thank you to everyone who attended PitStop Propane and Fuels' Get Schooled on Propane event earlier this month.

We are grateful for our partners at Bonny Eagle School Administration District 6 as well as the industry and local leaders who are helping us educate and engage our community to pursue clean energy.



For any questions or inquiries, please contact:

Aimee Carlson

acarlson@stoneroadenergy.com

603-276-1700 Ext. 1006



RENEWABLE PROPANE DEBUTS IN MAINE

From the Propane Gas Association of New England

Bonny Eagle's Grand Opening of the Largest School Bus Refueling Station in Maine Makes History with Renewable Propane!

PGANE member Pitstop Fuels/Stone Road Energy hosted a grand opening celebration of the largest propane Autogas school bus dispenser in Maine on May 11th.

This occasion also marked the first delivery of renewable propane into the state of Maine!

Crown Energy Solutions constructed the state's largest state of the art school bus propane dispensing facility, and Ray Energy delivered a 5% renewable propane blend to fuel the Bonny Eagle propane school buses. This use of renewable propane in school buses, means that **Maine students are the first ones east of the Rocky Mountains to transport students to school with renewable propane.**

Bonny Eagle MSAD #6 is leading by example, at the forefront of Maine's energy initiative commitment to educating and engaging Mainers to choose clean energy options. PGANE congratulates Pitstop Fuels/Stone Road Energy, Crown Energy Solutions, and Ray Energy on their leadership and initiative!

"PGANE has the most innovative members, and I am so proud to lead this association. I put out a challenge to introduce renewable propane in every New England state, and Stone Road Energy, Crown Energy Solutions, and Ray Energy go above and beyond, and put renewable propane in the first school bus east of the rocky mountains, making Maine the third state in the nation to use renewable propane in school transportation!" said Leslie Anderson, President and CEO of PGANE.

**source: Propane Gas Association of New England 5/12/23*



MAINE SCHOOL ADMINISTRATIVE DISTRICT #6

Finance & Facilities Committee Website

FINANCE & FACILITIES COMMITTEE

Facilities Items

FACILITIES ITEMS

ITEM 6. FACILITIES DISCUSSION ITEMS

A - D/ Facilities Update – Adam Thibodeau

ITEM 7. OTHER FACILITIES DISCUSSION/ACTION ITEMS

A - D/ Hollis SRRF Project Closeout update

B - D/A Request to Move Propane Refueling Station Costs from
General fund to Capital Reserve Fund (Subject to Board Approval)

C. – D/ Summary of YTD Capital Reserve Adjustments/Expenditures /and
Current Balances

D. – D/ Other Discussion Items

Finance & Facilities Meeting Packet

Wednesday, June 14, 2023

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 - Facilities Update

Item 6-A

Facilities Update - 6/14/23 Meeting

- HBE - Damages sustained Memorial Day weekend.





HBE Vandalism				
5/28/23				
Labor				
	Hrs	Rate		
Allen	2	\$120.00		\$240.00
Adam	2	\$120.00		\$240.00
Dave	2	\$35.00		\$70.00
Kevin	2	\$35.00		\$70.00
Materials				
Plywood	Cover Windows			\$120.00
Windows	Portland Glass Quote			\$1,141.57
School Street Sign	Rising Revolution Quote			\$6,458.00
Door Window (Portable)	Material in Stock			\$150.00
Siding	Portable			\$400.00
Light	Portable			\$75.00
				\$8,964.57

- Warehouse project complete except for final pavement
- Summer Moves - Obtaining info from each school
- District Elem. Schools - 2nd tick/mosquito application complete
- BEHS - Interior painting - corridor, doors and frames painting. Ongoing
- BEHS/BEMS Oil Removal - June 5,6
- BEHS/BEMS - Removal of existing oil tank. Scheduled for late June/early July

Finance & Facilities Meeting - Facilities Update

Item 6-A (1)

- Facilities/Trans Hardware Upgrades - Quote received. Work to be done during the summer.
- Edna Libby - Striping and signage to help with
- Elementary School Playgrounds - Delivery of Kid Safe chips
- Hollis / Frank Jewett PFAS - Work scheduled for June 26th.
- BEMS/BEHS PFAS - Currently out to bid. Work is scheduled to be complete mid July to allow for tests and receipt of results before school opens.
- Continuous field prep for summer pre-season sport activities
- Honeywell - Long time employee Dan Dube has resigned.
- Summer Project Planning/Procurement

Finance & Facilities Meeting - Hollis SRRF Project

Item 7-A

Final Closeout report - SRRF project at Hollis Elementary

Final Project Cost was \$402,162.20 below Initial/Approved SRRF Project estimate.

Initial Project estimate and approval \$1,184,045.
Approved from Capital Reserve \$550,936.00
Forgiven \$633,109.00

Final Project amount \$781,882.80
Actual from Capital Reserve \$363,810.07
Forgiven \$418,072.73

The final local cost from the Capital Reserve Funds was \$187,125.93 less than the Amount initially approved.

Finance & Facilities Meeting - Propane Refueling Station Costs

Item 7-B

Request to Move Estimated Propane Refueling Station Costs from General fund to Capital Reserve Fund (Subject to Board Approval)

Paid to date: \$385,343.02
Encumbered: \$190,560.18
 Total Cost: \$575,903.20

1000-40-0000-2690-59000-900-00-09 FACILITY - EMERGENCY RESER							
<u>Reported Period</u>							
<u>Posting Date</u>	<u>Batch #</u>	<u>Document Type</u>	<u>Document #</u>	<u>Doc. Code</u>	<u>Reference</u>	<u>Debit</u>	<u>Credit</u>
11/10/2022	84424	Voucher	001B/10108	56339	56339-PATCO CONSTRUCTION, INC	38,359.58	0.00
11/10/2022	84424	Voucher	17719/10107	56338	56338-CROWN ENERGY SOLUTIONS	98,280.00	0.00
12/09/2022	84656	Voucher	PROJECT 2959/1	56339	56339-PATCO CONSTRUCTION, INC	58,648.72	0.00
01/06/2023	84988	Voucher	PROJECT# 2959	56339	56339-PATCO CONSTRUCTION, INC	103,759.20	0.00
02/17/2023	86403	Voucher	PROJ #2959/10108	56339	56339-PATCO CONSTRUCTION, INC	2,958.30	0.00
03/17/2023	86651	Voucher	PROJ 2959/APPLIC	56339	56339-PATCO CONSTRUCTION, INC	1,479.15	0.00
05/12/2023	87164	Voucher	PROJ 2959/10108	56339	56339-PATCO CONSTRUCTION, INC	739.57	0.00
05/12/2023	87164	Voucher	21518-X17	11536	11536-PORT CITY ARCHITECTURE	735.00	0.00
05/26/2023	87301	Voucher	17719b/10107	56338	56338-CROWN ENERGY SOLUTIONS	49,140.00	0.00
05/26/2023	87301	Voucher	2959-MSAD-6 #00	56339	56339-PATCO CONSTRUCTION, INC	31,243.50	0.00
						\$385,343.02	
<u>Encumbrances</u>							
<u>Posting Date</u>	<u>Batch #</u>	<u>P.O. # / Ext. P.O.</u>	<u>Vendor Code</u>	<u>Balance</u>			
* 04/11/2023	86948	165612	56021	\$1,665.00			
* 10/11/2022	83149	10108	56339	\$161,115.18			
* 04/21/2023	87018	10145	8915	\$11,400.00			
* 10/07/2022	83110	10107	56338	\$16,380.00			
				<u>190,560.18</u>			

Finance & Facilities Meeting - Capital Reserve Balance

Item 6-A

Summary of YTD Capital Reserve Adjustments/Expenditures /and Current Balances

Capital Reserve:

Beginning Balance 7/1/2022	\$2,284,000.91
Interest Earned 2023	\$69,759.18
Hollis SRRF Expenses (\$781,882.80)	
Hollis SRRF Bond Revenue \$418,072.73	(\$363,810.07)
PFAS SRRF Expenses (\$87,126.62)	
PFAS Revenue (Anticipated) \$87,126.62	\$0.00
Propane Refueling Station Expenses	(\$575,903.20)
Estimated Balance (Before Art 9 Transfer)	<u>\$1,414,046.82</u>

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

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

**Thank you for
your participation!**



**Any
Questions?**

Finance & Facilities Meeting NOTES

This image shows a single sheet 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.