

Bonny Eagle School District

FINANCE-FACILITIES COMMITTEE MEETING MINUTES

Thursday, September 14, 2023/3:00 p.m.

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

Present: Debra Black
Kelley Heath
Cindy Meserve
John Sargent, Chair of Finance-Facilities

Excused: Don Marean, Vice-Chair of Finance-Facilities

Other: Bill Brockman, Business Manager
Clay Gleason, Superintendent
Dawn Pooler, Finance Manager
Adam Thibodeau, Director of Facilities
Nathan Carlow (arrived after meeting began)

Meeting Packet link: [Finance-Facilities Meeting Packet 9/14/23](#)

1. Mr. Sargent called the meeting to order at 3:04 p.m.

2. **Public Comments**
There were no Public Comments as this time.

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

Moved by Ms. Heath; seconded by Ms. Black:

To approve the minutes of the August 17, 2023, Finance-Facilities Committee meeting as presented.

**VOTED: "Yes," 3 with Mr. Sargent abstaining as he did not attend the 8/17/23 meeting.
Minutes are approved by majority.**

5a. **Request for Gate Funds to Replace Discus Cage:**

Mr. Brockman requested that this item be moved up in the agenda and the committee agreed.

Mr. Curtis, Athletic Director of the High School, attending the meeting to request the use of Gate Funds to replace the aged discus cage. The estimated cost of replacement is \$6,482.00. The Facilities department can take care of the installation of a new cage. Mr. Brockman has increased this request to \$7,500.00 in order to cover any additional installation costs that might occur. Gate funds are collected from Football and Basketball game entry fees.

Moved by Ms. Black; seconded by Ms. Meserve

To approve the request of \$7,500 from Gate Funds to replace the Discus Cage.

VOTED: "Yes" Unanimous

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

a. Review of the A/P and Payroll Warrants

August warrants: [Warrant Summary August 2023](#)

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

Discussion:

- Ms. Black inquired about the lease payment associated with tractor. Mr. Thibodeau responded that this is for a large Kubota tractor that his department has.
- Ms. Black inquired about the Harriman payment and what is the status of the Facilities Master Planning. Mr. Thibodeau responded that they continue to meeting with district shareholders and are in the process of developing on-site plans specific to schools to options for each location. Mr. Gleason added that they will be bringing in community input as well.
- Mr. Sargent asked about the forklift and if this is for the new warehouse. Mr. Thibodeau confirmed that yes it resides at the new warehouse and is for Facilities and Transportation use as needed.
- Ms. Heath requested that in future top 25 Reports, items that were approved as part of Capital projects be identified.

c. Financial Report:

Ms. Pooler reviewed the Financial Report: link to the report is [Financial Report August 2023](#)

Ms. Pooler noted that it is very early in the new fiscal year and as such all articles look good.

Mr. Brockman added two additional Financial Reports on page 12 of the meeting packet, which show year to date totals and ending balances broken out by Articles 1 through 11 and also by Categories 10 through 80. The categories being:

- 10 – Salaries
- 20 – Benefits
- 30 – Per Pupil Allocations
- 40 – Recurring Costs
- 50 – Debt Service
- 70 – Capital/Supplemental
- 80 – New Debt

These show expenditures and at the next meeting he will include encumbrances for these lines as well.

d. Mr. Brockman shared with the committee the Dashboard for FY'24 ending balances. These provide an overview of expenditures and revenues by category, which can be found on pages 13.

- Ms. Heath asked for clarification of the Warrant Summary and whether these figures (page 12 of meeting packet) included revenues. Mr. Brockman responded that the Warrant Summary is only expenditures.

e. COVID Funding Update:

Ms. Pooler reviewed the funding update provided in the link above Ms. Pooler noted that there is \$645,639 of available funds left to spend. A new report was provided on page 14 of the meeting

packet which shows where MSAD 6 is in spending Covid Funding in comparison to surrounding districts. Ms. Pooler asked the committee what they would like to see on this as the district is nearing the end of funds and those ESSER related grants will be ending. The district will also have an update on these funds after the audit is completed. Mr. Sargent suggests reporting out quarterly moving forward. The other committee members agreed to quarterly reports moving forward.

5. **Other Finance Discussion Items:**

- a. Discussion Item – Article: Saving ESSER Funded Efforts. Mr. Brockman provided an article of interest within the packet on pages 15 through 18.

6. **Facilities Update**

- a. Facilities Update – Mr. Thibodeau reviewed his Facilities update meeting that covered the summer months of July and August on pages 22 through 24 of the meeting packet.

[Facilities Update August 2023](#)

Discussion

- Classroom moves at HB Emery were due to moving those classrooms that were previously in the portable into the building. The principal relocated music to the Portable which isn't held every day and also rotates the students having to go out to the portable. It was noted that there were a lot of classroom relocations throughout the district this summer as many were trying to pull students back into the building.
- Ms. Black inquired about the HB Emery vandalism and if it was covered under the insurance. Mr. Thibodeau responded that yes it was and a claim has been made.

7. Other Facilities Discussion/Action items:

- A. Review: Electricity 101 Maine Power Options (MPO) synopsis and anticipated new Electricity Contract w/ Constellation New Energy through MPO.

Mr. Brockman reviewed pages 26 through 36 of the meeting packet which describes the current delivery of electricity to the district by using CMP as a delivery mechanism and Constellation Energy and the Supplier of electricity. The current contract expires in the fall of this year and the district pays \$0.1763 per kwh. Prices have increased considerably.

The new contract will be for 12 months and continues with Maine Power Options (MPO) and uses Constellations and the Supplier and Central Maine Power will continue to deliver electricity. Mr. Brockman added that he hopes next year to use a broker to find best pricing when renewing the contract.

New rates in the proposed contract are \$10.54/kwh which expires in November, 2024. Mr. Thibodeau will begin engaging with a broker sooner rather than later to begin the process for the next contract to find the best option for the district.

- B. Review Correspondence from Bill Stockmeyer re: Buxton Hollis Historical Society lease of old Administrative Office Building.

The memorandum provided by Bill Stockmeyer on pages 37 through 42 of the meeting packet identify the changes that the BHHS are requesting and Mr. Stockmeyer's recommendations to MSAD 6 on how to respond to requested changes to the current lease.

- the extension of the lease to 40 years (a 20-year lease that would renew for another 20 years)

- the elimination of the termination without cause provision
- a purchase option or right of first refusal
- and transfer of responsibility for maintenance and capital costs to MSAD 6.

Mr. Stockmeyer does not recommend the district include any of the above-mentioned requested amendments to a new lease. Mr. Sargent is in agreement that these four items not be included in any new lease revisions as they do not protect the district adequately. Mr. Gleason concurs and is concerned with the ongoing legal costs as the lease terms are negotiated.

Mr. Sargent recommends waiting until the full Facilities Master Planning report is available. The current four-year lease is still active. The committee is in agreement to table this item for future consideration.

8. **Adjournment:**
The meeting adjourned at 4:48 p.m.