

Bonny Eagle School District

## FINANCE-FACILITIES COMMITTEE MEETING MINUTES

Thursday, December 14, 2023/4:00 p.m.

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

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Present: Debra Black  
Kelley Heath  
Don Marean, Vice-Chair of Finance-Facilities (arrived at 4:30 p.m.)  
John Sargent, Chair of Finance-Facilities

Excused: Cindy Meserve

Other: Bill Brockman, Business Manager  
Clay Gleason, Superintendent  
Adam Thibodeau, Director of Facilities  
Nathan Carlow, Chair of Board, joined the meeting at 4:13 p.m.

Meeting Packet link: [Finance-Facilities Meeting Packet 12/14/23](#)

1. Ms. Sargent called the meeting to order at 4:01 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 Mr. Sargent:**

To approve the minutes of the November 9, 2023, 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  
August warrants: [Warrant Summary November 2023](#)

***Approval of the Accounts Payable and Payroll November Warrants***

**Moved by Mr. Sargent: seconded by Ms. Heath:**

To approve the Accounts Payable and Payroll Warrants for November 2023 as presented.

**VOTED: "Yes," unanimous**

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

c. Financial Report:

Mr. Brockman reviewed the Financial Report: link to the report is [Financial Report November 2023](#)  
Mr. Brockman noted that revenues are coming in better than expected and expenses are less than anticipated at this point in the fiscal year. He anticipates ending the year with a healthy fund balance that will help mitigate tax implications.

- d. Mr. Brockman provided the committee detailed expenditures for Capital Projects on pages 13-14 of the meeting packet.
- e. The Financial Dashboard was not available for this meeting.

Other Discussion:

Ms. Heath would like to discuss Technology needs/devices in an upcoming Finance-Facilities meeting. Mr. Brockman will have Scott Nason, Technology Director, attend the next meeting to do a presentation.

5. **Other Finance Discussion Items:**

- a. School Bus Lease/Purchase Program: Mr. Brockman provided information  
The committee reviewed proposals from two sources for the Lease/Purchase of 5 school buses:
  - 1 Type C Gas Bus
  - 1 Type C Propane Bus
  - 3 Type A Mini Propane Buses

Gorham Leasing Group proposal is for a total of \$639,000 4-year term lease at a fixed interest rate of 5.45%

Androscoggin Bank proposal is for a total of \$639,000 5-year term lease at a fixed interest rate of 6.65%

The Bus Lease/Purchase Resolution will go before the School Board for their consideration/approval at their next scheduled meeting. The district will use Gorham Leasing Group for financing.

- b. Competitive Energy Services Contract.  
Mr. Thibodeau shared that he has secured a one-year contract for electricity procurement that is good through November of 2024. He is exploring with vendors to secure services after November 2024. Working with Competitive Energy will allow them (CES) work search for best pricing on behalf of the district. Mr. Thibodeau felt a one-year contract at this time would be the way to go based on the fluctuating market.

Discussion:

Ms. Heath clarified that CES will lock in best pricing that may occur within the next year but the new pricing won't begin until November of 2024. Mr. Thibodeau confirmed that yes, it would likely be a one-year contract once best pricing is found.

Mr. Carlow inquired as to what the CES contract will cost the district for their services. Mr. Thibodeau noted that cost is based on the number of kilowatt hours consumed within a year. The compensation schedule can be viewed on page 25 of the meeting packet. [Finance-Facilities 12/14/23 meeting packet](#)

Mr. Thibodeau will calculate an anticipated cost for the next meeting based on kilowatt usage.

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

To approve the use of services from Competitive Energy Services to procure best pricing for an electricity supplier for FY'2025.

**VOTED: "Yes," unanimous**

c. Buxton Police Department Radio Project:

Mr. Gleason directed the committee to an email he received Buxton Police Chief Collins that can be found on page 28 of the meeting packet.

The police chief is requesting that they be allowed to place radio equipment at the middle school as that area is considered a "dead zone". The police department would cover the cost of installing equipment within a closet located inside the middle school. They would also put the same equipment into two other locations; Buxton Center Elementary and the district's Central Office at 94 Main Street. This will give them 100% radio coverage in the Town of Buxton. They would like a 20 to 25-year agreement put into place so that as Administration may change within the district, their use of having equipment at these sites would not be interrupted during this designated span of time identified within the terms of agreement. Mr. Gleason felt it best to bring this request to this committee before entering into any type of agreement.

Discussion:

Mr. Sargent shared a concern that should Central Office be relocated within the district as part of the Master Facilities Plan than this might be an issue for the town.

Mr. Marean asked if this would also support radios for the fire department as well. Mr. Gleason responded that it would be for all Buxton Public Safety. Mr. Marean also inquired if the district could enter into a lease for that length of time. Mr. Gleason clarified that they are more looking for written permission than an actual lease but he will obtain legal advice before committing into an MOU or something of that nature.

Ms. Heath would like to have legal counsel prior to final approval of moving forward. Mr. Gleason will draft something to be reviewed and bring back to this committee for a future meeting.

6. **Facilities Update**

a. Facilities Update – Mr. Thibodeau reviewed his Facilities update for the month of November 2023. [Facilities Update November 2023](#)

Additional information:

- Liberty Mutual will have a list of recommendations based on their walk through of the two sites; BEHS & BEMS
- Waste Diversion Grant – targets Food Waste Diversion and will start at BCES. The district will be working with a company called Agri-Cycle and the Ecology School to assist and educate students and staff. This item will go before the School Board in January in order to accept the grant.
- PFAS – Mr. Thibodeau reported that the Federal government is likely to drop their recommendation to 4 ppt (currently at 20ppt). This reduction may impact some sites which are currently testing within compliance levels, specifically BCES. Mr. Thibodeau reported that there are still grant funds that were awarded to the district available that would cover the expense of putting in a remediation system at BCES should it be required.

7. Other Facilities Discussion/Action items:  
No other item discussion at this time.

8. **Adjournment:**

**Moved by Ms. Heath; seconded by Ms. Black**  
To adjourn the meeting at 5:03 p.m.

**VOTED: "Yes," unanimous**