

**Merrimack School Board Meeting
Merrimack Town Hall Meeting Room
June 2, 2014
PUBLIC MEETING MINUTES**

PRESENT: Chairman Ortega, Vice Chair Barnes, Board Members Powell, Guagliumi and Schneider, Superintendent Chiafery, Assistant Superintendent McLaughlin, and Business Administrator Shevenell. Student Representative Crowley arrived late for the meeting.

1. Call To Order

Chairman Ortega called the meeting to order at 6:30 p.m.

Chairman Ortega led the Pledge of Allegiance.

Students from Reeds Ferry Elementary School gave a performance of “My Country ‘Tis of Thee”.

2. Approval of the May 19, 2014 Minutes

Vice Chair Barnes moved (seconded by Board Member Schneider) to approve the minutes of the May 19, 2014.

Board Member Guagliumi requested the following changes to the minutes:

- Page 3 of 14, line 106, add a bullet “Principal Johnson stated that the materials discussed tonight can be found on the high school website”.
- Page 3 of 14, line 107, add quotation marks around “Believe, Go and Inspire”.
- Page 3 of 14, line 109, should read, “He highlighted some successful NECAP results including increases in reading, writing and math, as compared to the 2012 results.”
- Page 3 of 14, line 112, add “as have the students that received grade 3 or higher on exams. Mr. Johnson stated that this is the third year in a row Merrimack has won the award.”
- Page 3 of 14, line 114, add, “Merrimack is the first large class school to join the NH Scholars Program”.
- Page 3 of 14, line 126, change the second bullet to read, “Using formative assessments and to check for understanding in order to gauge student progress.”
- Page 3 of 14, line 133, second sentence should read, “She stated that the students focused on how to understand, learn and retain the bigger concepts.”
- Page 3 of 14, line 134, last sentence should read, “She suggested that teachers allow for more collaboration and to express and address learning struggles among students.”
- Page 3 of 14, line 137, add at the end of the sentence, “...approaches to the subject, the text or an idea.”
- Page 4 of 14, line 141, under Science Olympiad, add “Mr. Johnson reported that this is the sixth straight year that the team won the State tournament and they have only participated for six years.”

- Page 4 of 14, line 149 should read, “DECA is a very successful program, which provided scholarship funds to Merrimack High School in the amount of ninety-two thousand dollars (\$92,000).”
- Page 4, of 14, line 162, should read, “Empty Bowl proceeds benefit groups in need”.
- Page 4 of 14, line 172, add, “...some found it easy and we now have some experience with it and so do our math students”.

Board Member Schneider requested the following changes to the minutes:

- Page 5 of 14, line 192, add an extra bullet that states “Principal Johnson stated that Music Director, Ms. Cunningham, won a State award.”
- Page 7 of 14, line 303, change “staked” to “stated”.

Vice Chairman Barnes requested the following changes to the minutes:

- Page 4 of 14, line 166 change “CRP” to “CPR”.
- Page 4 of 14, line 176 place a hyphen between All and State (All-State)
- Page 8 of 14, line 324 change “Coordinator” to “Consultant”
- Page 13 of 14, line 563, should be “Board of Directors”
- Page 13 of 14, line 568, second sentence should read, “They went over proper signing at kiosks and trails.”

Chairman Ortega requested the following changes to the minutes:

- Page 6 of 14, line 256, last sentence should read, “...cultural component which would allow students to receive college credit for Mandarin 4.”
- Page 7 of 14, line 301, replace the word “anybody” with “any teacher”.
- Page 7 of 14, line 303, the first sentence should read, “...supports the motion on the potential, but not the fiscal savings.”
- Page 7, line 317, remove the word “the” before “Emergency Management” and remove the word “piece” after “planning”.

The motion to accept the minutes of the May 19, 2014 meeting as amended passed 5-0-0.

3. Public Participation

There was no public participation.

4. Consent Agenda

Assistant Superintendent McLaughlin presented the following items for approval:

- Teacher Resignation
 - Heather Davis, Spanish Teacher, Merrimack High School
- Teacher Nominations
 - Anders Benson, Music Teacher, Thorntons Ferry Elementary School
 - Kelly Chiappetta, Grade 1 Teacher, Reeds Ferry Elementary School
 - Teresa Grieco, Music Teacher, Mastricola Elementary School
 - Katelyn Harrington, Guidance Counselor, Mastricola Elementary School

- Approval of Agreement for Facility Use (Merrimack Middle School) in the case of an emergency.

Board Member Powell moved (seconded by Board Member Guagliumi) to accept the Consent Agenda as presented.

The motion passed 5-0-0.

5. Reeds Ferry Elementary School: A Year in Review

Principal Kim Yarlott and Assistant Principal Nick Coler thanked the board for extending the invitation for Reeds Ferry to come before the board in order to highlight some key learning activities that have occurred during the 2013-2014 school year. Highlights of her presentation included:

- She explained that some of the students have come before the board with their voices and successes.
- She and Mr. Coler strive to create a learning culture where students are at the center and where students take responsibility for their learning.
- Educators provide a range of growth opportunities to help students develop the skills, confidence and understanding of how to express themselves mathematically, scientifically, technologically, and also through music, writing and the visual arts.
- Educators provide the tools and structures for learning.
- Students absorb, integrate and synthesize their learning and hopefully develop a passion for inquiry and a zeal for creative expression.
- Evidence of achievement in growth is easily measured through standardized testing, but is also measured through process and product and evident through student testimonials.
- The theme for this evening is “The voice of our children”.
- A district-wide K-6 initiative has been to focus on writing instruction. Dianne Macon, Language Arts Coordinator is here tonight with classroom teachers and students to show written pieces. Mary Beth Donovan-Olson is also present to share some “student voices” as shown through the arts.

Dianne Macon stated that she had previously come before the board with her Language Arts colleagues to introduce a new language arts initiative, which is for all students in K-6 in the district.

- Students have been engaged in a rigorous writing program in the form of a “writers’ workshop”.
- The children have had the opportunity to write over extended periods of time to practice their skills.
- Students have had the opportunity to write about things that are important to them, while practicing the strategies and skills they are being taught during their writing lessons.
- Students are also given the opportunity to collaborate with adults as well as their peers where they can share their writing with one another so they can create a piece of writing that they can celebrate and be proud of.

- At the August Academy, Lucy Calkins and her colleagues from the Columbia University Reading and Writing Project, promised that even in the first year of this initiative, the school would see astonishing results. They were right! The children have exceeded the staff's expectations in so many ways.
- Tonight students will be presenting examples of their writing and telling about some of the things they worked on.
 - Braelyn Andris, Kindergarten, shared a personal narrative about a playdate.
 - Jordan Sugianto, Kindergarten, shared a personal narrative on his trip to Santa's Village.
 - Nathaniel Minns, Grade 1, shared an information book on salt water crocodiles.
 - Aidan Andris, Grade 2, shared an information book about basketball.
 - Avery Hui, Grade 2, shared a personal narrative on making cookies with her best friend, Natalia.
 - Madison Muise, Grade 3, shared an information book on The Underground Railroad.
 - Ritu Agrawal, Grade 4, shared a personal persuasive essay about why her mom is the best.
 - Ritu Agrawal asked the board members how they use persuasive writing in their jobs. Chairman Ortega responded that he has to be persuasive when dealing with his customers.
 - Madison Muise asked the board members what they find challenging about writing. All the board members spoke about their respective jobs and how writing plays a large part in their success and what challenges they face. Student Representative Crowley also spoke about how she uses persuasive writing at school and at home.
- Chairman Ortega asked Ritu if she could share a copy of her next essay, "Cats Are Better Than Dogs", with him when it is completed. She agreed to share it with him.
- Principal Yarlott introduced Mary Beth Donovan-Olsen to present a visual on how students express themselves through the visual arts. She explained that on their website there is a nineteen minute presentation on the Art Show with every student's piece of art displayed.
- Ms. Donovan-Olsen showed a "snippet" of that presentation.
 - She explained that the Art Show showcases what students experience, explore and learn throughout the school year.
 - The school year 2013-2014 provided students with the opportunity to discover the cultures of Africa, China and Latin America. The students apply techniques used in these cultures to create their own art work.
 - Students learned about the lives and work of professional artists.
 - Students experienced creating art work with new materials and mediums.
 - Art is used in the art room as well as the classroom to reinforce learning.
 - Students develop skills in problem solving.
 - Students were encouraged to think "outside the box".
 - Art gives students another "voice".
- Chairman Ortega thanked everyone for their presentations and to "keep up the good work".

6. Discussion with the Merrimack Conservation Commission

Tim Tenhave, Chair of the Merrimack Conservation Commission, introduced the members of the Commission. He stated that the goal tonight is to introduce the Commission and to bring home

the fact that the Commission and the School Board have a lot of common interests. He added that he hopes to get a commitment for annual meetings and to put in some structure to have a smaller group or subcommittee meet quarterly or more often as needed.

Mr. Tenhave gave an overview of some of the areas of mutual interest. He noted that he sent a document to the board which would be referenced during his presentation.

- Properties where we have a common interest
 - Wildcat Falls Conservation Area and the Town Center Trail for track practice and competitions.
 - Grater Woods Forest. They have a joint interest on this parcel with the easement and four hundred acres. They have done an education center out there as well as establishing a platform look-out point. There are plans for a very active beaver area.
 - Other places such as a joint venture on Baboosic Lake Road where they could pool their resources and gain some economic benefit for the board and the Commission.
- Ways we can collaborate for the education of the District Students is their responsibility
 - They have held a Raptor presentation at the middle school when the Camp MiTeNa program was going on. This presentation was for students who could not attend MiTeNa.
 - Outdoor Education Center, adjacent to the middle school and owned by the town. He stated that it is not being well maintained.
 - Use of conservation property for a Camp MiTeNa type of program. They will have ample places to hold such an event.
 - Other programs that they can help facilitate such as those for special needs students.
 - On the Town of Merrimack website, under the Conservation Commission, goals are listed. The last predominant driving force for the Commission states they are willing to use their time and energy and funds for the educational needs of the students and adults in the town.
- Ways we can collaborate for the recreation of the District (Students and adults)
 - Cross country meets and/or practices
 - Science Field Day with water sampling that has been done at the river.
 - Maybe cross country skiing can be something to investigate.
 - Geocaches is the process to create a prize, or cache, and hide it on the property and give hints for people to find it. They typically use GPS-type items to find the prize. They can take the prize or leave it there, but if they take it, they have to leave a prize in its place. There is a log-in book to sign to let others know who has been there. The first cache may have another hint to find another prize further along the trail.
 - Orienteering is the use of maps and compasses. There are a couple of orienteering trails on the Horse Hill Nature Preserve.
- Ways we can leverage each other's resources for the benefit of the District/Town
 - We use the same forester for our projects. He suggested that we keep each other aware of potential projects and timelines to gain economy of scale and save each other money.
 - The board can utilize the forester, and perhaps some of the Commission's funds, to provide some educational content for the students.
 - We can use the Commission's resources and subcommittee for Grater Woods, especially the shared easement portion, Horse Hill Nature Preserve and Wildcat Falls.

- Use of shop classes for signs, kiosks, benches, etc. The Commission can help provide the funding for materials. The District and the Commission can collaborate together on this and perhaps have common projects. There have been discussions on this and perhaps they can formalize these discussions and begin the process.
- Use of media classes for educational programs related to wildlife in Merrimack. It includes wetland education, property overviews, etc. The conservation property does have rare turtles and other creatures on their properties.

Chairman Ortega responded that these ideas are very good. He added that he hopes the board can internalize them and act on them. He referred to the cross country trail and how there are requirements for such a trail and added that it sounds like that trail is moving along nicely. He stated that he thinks that having open lines of communication between the two groups is valuable. He added that to get together annually to share the things we have done together and what things we might be able to do in the future makes great sense, especially in terms of saving tax payers money. He thanked Mr. Tenhave for bringing this up and starting the discussion.

Vice Chair Barnes stated that she brings information to the board about Grater Woods even though she is not a school board liaison. She stated that in the fall there was a project that did not come to fruition. She added that the subcommittee was not involved in that planning or any decisions. She spoke with Matt Caron at that time to try and open communication. The subcommittee is looking to the Conservation Commission for information on the scope of the project. She added that with good communication comes good result. She hopes this will result in getting the project off the ground.

As far as the kiosks, Vice Chair Barnes stated that they did lay the groundwork for the shop classes. The shop teacher would like to sit down with the Conservation Commission to find out exactly what they need, to see specific blueprints, to know the scope of what a kiosk is and what materials are involved. That way he can plan. She volunteered to help in any way she could.

Business Administrator Shevenell stated that a few years ago a Memo of Understanding was crafted. The goal of that document was to simplify the process, so they could get things done together, in a cooperative fashion. He stated that he is the essential contact for anything that is needed. He would meet with anybody at any time. He would like to know more about the scope of the plan for the Woods Road trail. He added that there is an Environmental Education Fund to maintain and improve what we have. It makes sense to work collaboratively. He is available for questions, or project ideas. He looks forward to a good working relationship.

Mr. Tenhave responded that when it comes to kiosks and signs, they will have to find a way for a quick form of communication or perhaps use an intermediary because many of the Commission members are not available during the day to meet with the shop teacher.

Chairman Ortega stated that he appreciated the Commission's request to attend this meeting as well as having ongoing discussions. He added that he and Mr. Tenhave can keep in touch if there are issues that need to be brought up for both parties.

Mr. Tenhave stated that he would like to have a joint meeting in February or March.

7. Report Regarding the Title 1 Onsite Review

Superintendent Chiafery commended Sue Luhrs, Title 1 Coordinator for the district, and Jodi Hanley, liaison for the homeless, for their extraordinary work. Mary Bubnis, from the Department of Education, conducted the review, and stated that the review was exemplary and that it showed that the district is fully compliant and should continue the work it is doing.

Ms. Luhrs explained the Title 1 program.

- Title 1 is a remedial program.
- The program has existed nationally for fifty years.
- There are eighteen Title 1 tutors in Merrimack who provide supplementary instruction to accelerate the learning of students who are struggling in English and Math.
- The goal is to help students move from below average to average or above.
- A typical tutoring session is one-half hour, four times a week, before school or during a computer lab period.
- The Title 1 tutors are certified New Hampshire teachers. They collaborate on a regular basis with the classroom teachers and the Language Arts and Math Coordinators about their respective students' needs and progress.
- Title 1 Federal funding is allocated through the New Hampshire Department of Education through a grant process which is based on a poverty level from the census. Schools that receive Federal funding must have higher than the district's average for poverty. The district average is calculated by the number of students who are receiving free or reduced priced hot lunch.
- It is important for the board to know that the selection of students for Title 1 in Merrimack is based on the educational need of those students who have been recommended by their teachers. It is not based on financial or socioeconomic status. Their assessment data is looked at very closely.

Ms. Luhrs went on to explain the Onsite Review

- She was contacted by Mary Bubnis from the Department of Education.
- Ms. Bubnis observed tutors working with students on April 1, 2014 at Merrimack Middle School and James Mastricola Upper Elementary School and on April 3, 2014 at Reeds Ferry Elementary School.
- Tutors, teachers, parents and administrators were all interviewed.
- Ms. Luhrs accompanied Ms. Bubnis to all three schools and then reviewed many pieces of required paperwork.
- Forty-five people were involved in this visit.
- Ms. Bubnis was looking for program compliance in the areas of student selection, delivery of services, parent involvement, collaboration with teachers, accounting of the funding and all the record keeping for all grants approved activities.
- Ms. Luhrs stated that she was pleased that there were "no compliance issues" and the recommendation that they "keep up the good work".

- Ms. Luhrs explained that she and Ms. Hanley work together because there is a portion of the Title 1 funding that is used for another group of at-risk-students who fall into the Federal McKinney-Vento Act.

Ms. Hanley explained that the McKinney-Vento Act is designed to address the problems that homeless children and youth face in enrolling, attending and succeeding in school.

- Under this program State educational agencies must ensure that each homeless child and youth has equal access to the same free appropriate public education that other children receive in the district.
- The McKinney-Vento Act defines homeless children/youth as individuals who lack a fixed, adequate and nighttime residence. The term includes those sharing the housing of persons living in motels or camp grounds, shelters, cars, parks or other public spaces not designed for living. She added that she also looks for financial issues that cause people to leave their homes.
- There are currently about twenty-five students who are considered homeless in Merrimack. She added that there are probably more that she is not aware of.
- She sets them up for free lunch, transportation to make sure they go to school, school clothes, school supplies, and cap and gowns. Some of the items she provides that they would otherwise not receive are yearbooks and the opportunity to go on field trips.
- She connects families to area resources such as doctors/dentists, financial assistance programs, insurance, etc. It is a matter of need.
- There are many families who want their children to stay in Merrimack schools, even if they have moved out of the town.

Vice Chair Barnes asked what grades the twenty-five students deemed homeless are in.

Ms. Hanley responded that they are probably mostly high school students. They are called “unaccompanied youth” with no parent or guardian. They have left their home or have been told to leave their home, but they are still entitled to the same education and services provided for other students. She added that there are really no appropriate shelters for youth in the area.

Ms. Hanley commented on the people who have been so helpful. She mentioned the Nashua Soup Kitchen that provided thirty filled back packs for students in need as well as individuals and agencies that have been very generous.

Chairman Ortega stated that the description of homelessness was very helpful. He thanked Mrs. Luhrs and Ms. Hanley for all the work that they do for the students in need.

8. Reconsideration of 2014-2015 School Calendar Based on Polling Site Need

Superintendent Chiafery stated that they needed to go back and look at the approved school calendar for 2014-2015 because of the November 4, 2014 election and use of the high school as the polling place.

Assistant Superintendent McLaughlin spoke with the Leadership Team about the safety of staff, students and voters as well as preserving the August Professional Development Academy in its

entirety. The Leadership team proposes that Tuesday, November 4, 2014 be considered an “election holiday” for students and staff. June 16, 2014 will be the last day of school.

Board Member Powell asked what the calendars looked like for Alvirne and Nashua for Columbus Day and Martin Luther King Day.

Superintendent Chiafery responded that both schools are not in session on those days.

Board Member Schneider stated that he did not want to open discussions on the calendar again and agrees with the proposal to have November 4, 2014 as an “election holiday” and ending school on June 16, 2014.

Board Member Guagliumi stated that she has a concern of safety during elections at both the high school and the upper elementary school. She recommends that school not be in session during election days.

Board Member Powell moved (seconded by Board Member Guagliumi) to amend the school calendar for 2014 to 2015 to show Tuesday November 4, 2014 as a school holiday and extending the school year until June 16, 2014.

Board Member Powell spoke to the motion, stating that he felt having school in session for Martin Luther King Day instead of extending the school year until June 16, 2014 runs into problems with shared services with Alvirne and Nashua. Therefore, this seems like the best solution.

Board Member Schneider asked if the date of the end of the quarter would change due to the change in the calendar.

Superintendent Chiafery responded that the change to one day of the calendar will not make a difference.

Chairman Ortega stated that he regrets overlooking the Election Day when planning the calendar.

The motion passed 5-0-0.

9. Approval of School Facilities Best Use Study Agreement with New England School Development Council (NESDEC)

Chairman Ortega explained that prior to the budget discussions, a draft proposal was received from NESDEC to do an enrollment plan and a facilities use study in the district to look at all of the buildings and the current and intended uses of the buildings as a planning document in the context of the central office and special services office. The board reviewed the draft and some feedback was provided. Subsequently he held a meeting with Planning and Building Chair, Rich Hendricks, former Board Member George Markwell and liaison to the Planning and Building Committee at the time and people from NESDEC. They refined the proposal and they asked for some specific things such as a snapshot within each building at various points of the day in terms

of their utilization. NESDEC came back with a revised proposal which would not affect the bottom line of the proposal. He noted that this study is in the approved budget and is looking to begin the work.

Board Member Schneider moved (seconded by Vice Chair Barnes) to approve the proposal by NESDEC so the process can begin.

Board Member Schneider spoke to the motion, stating that he thought it would be productive to get an impartial look at the SAU/Special Services consolidation as well as looking at the trending in the southern tier of New Hampshire compared to other districts. He added that he spoke about the proposal at the Planning and Building Committee meeting a few weeks ago. They had a walk-through at the upper elementary school to get an idea of the kind of environment NESDEC would look at in that particular school. For the most part, the Planning and Building Committee believed that a third party unbiased review was important before any plans were made for the consolidation. There were some people on the committee who did not feel it was necessary to do the review, but the majority of people felt that having an objective eye was the right thing to do, Therefore, he thinks it is time for NESDEC to do their work, to collect the data and to get it back to the board so that we can do the analysis when they get to the Capital Improvement Plan (CIP) part of the discussion.

Vice Chair Barnes noted that in the proposal, Item III, section B states, “NESDEC may hold meetings with municipal and school officials and others, as deemed appropriate, during the progress of the study in order to solicit their views and obtain their input”. She stated that if this is a four month process, a presentation should be made to the board mid-stream, instead of just getting a full report at the end. This would be a “check in” to let the board review the data and see what direction they are taking.

Chairman Ortega thanked Vice Chair Barnes, stating that was a great suggestion. He added that one of things he would be looking for from this is interviews with school officials.

The motion passed 5-0-0.

10. Other

a) Correspondence

Superintendent Chiafery noted that correspondence was received from Mr. and Mrs. Forbes regarding the Senior Service Day. They were delighted with all the work that had been done and noted that it was a pleasure watching the enthusiastic and hardworking students pitch in with such a will.

Chairman Ortega reported that he received an email from a parent regarding the district’s policy for early entrance into first grade.

b) Comments

There were no comments.

11. New Business

Superintendent Chiafery stated that all the board members have received parking passes for the graduation ceremony on June 14, 2014 at 10:00 a.m. at Student Memorial Field.

Superintendent Chiafery spoke about the school board meeting on June 16, 2014, which is the last board meeting of the school year. James Mastricola Elementary School and James Mastricola Upper Elementary School will be highlighted at this meeting. In addition they need to have a public hearing on a Gift/Grant over five thousand dollars (\$5,000). Specifically the amount is twelve thousand dollars (\$12,000) from the Parents and Teachers of Thorntons Ferry School (PTTF). She requested that a public hearing be held at 6:15 p.m. on June 16, 2014, with the regular business meeting beginning at 6:30 p.m.

The board agreed to begin the meeting on June 16, 2014 at 6:15 p.m.

12. Committee Reports

Student Representative Crowley reported that result of the election for class officers and Student Council will be given out on June 3, 2014. She added that the Race to Lace race, hosted by Hannah Vaccaro, was held last weekend and they raised over ten thousand dollars (\$10,000).

Vice Chair Barnes stated that Parks and Recreation Committee met on May 21, 2014. They finalized the bylaws which have to be done every seven years. The Committee is looking for new members as well as looking for volunteers for the July 4th parade. She added that Merrimack is in the running at www.petsafe.net. It is a contest called "Bark for Your Park" which awards a first-place winning grant of one hundred thousand dollars (\$100,000) and four second-place grants of twenty-five thousand dollars (\$25,000) each to cities and towns to build and/or maintain a dog park. The town is looking to create a dog park at Wasserman Park. As of today, Merrimack has about one thousand seventeen hundred votes. The only people who can win these grants are those that have their paperwork in order, and Merrimack's paperwork is in order. Every vote counts. You can vote twice a day on www.petsafe.net or you can also vote via Facebook. The first round of voting concludes on Saturday, June 7, 2014. She asked everyone to please vote.

Vice Chair Barnes added that Camp Naticook is accepting applications for this summer sessions.

Vice Chair Barnes reported the District Parent Group met on May 27, 2014 at SERESC (South Eastern Regional Educational Center). The meeting consisted of a tour of the SERESC facility and was followed by a presentation about the services SERESC provides as well as raising funds for scholarships by having groups use their facility for events.

Chairman Ortega asked Vice Chair Barnes if the dog park was planned for Watson Park or Wasserman Park.

Vice Chair Barnes stated that at first the plan was to use Watson Park, but the Town Council did not want it there. She added that the funds, if they receive them, will pay for getting the land ready and the fencing. A basic dog park cost is around thirty thousand dollars (\$30,000).

Board Member Schneider attended the Planning and Building Committee meeting with Chairman Ortega. They did a walk-through at the upper elementary school in preparation for the NESDEC study. The next meeting of the committee is next week.

Board Member Schneider reported that he received a communication from the Science Curriculum Committee at the high school. They told him what was accomplished this year. They are polling the teachers to find out what went well, what didn't go well, and how they want to see some advancement.

Board Member Powell received an invitation to attend the World Language Committee. They will be meeting this Wednesday to start the process of taking a look at the vision for grades five through twelve World Language Programs.

Chairman Ortega reported that he met with the Town Center Committee. The Town Center Committee has agreed to a recommendation of the Safe Routes to School report which was to make that committee a working district subcommittee so the group can move forward with the various walking and biking programs within the schools. There is no news about funding projects other than the Department of Transportation has aligned funding under a program called Transportation Alternative Programs (TAP). They are finalizing the application criteria and hopefully we will get and complete the application for the grant relatively soon. Chairman Ortega added that Deb Huffman provided an update on the Souhegan River Trail and that James Jolly, the Eagle Scout, is completing his phase of the project. The next meeting will be July 18, 2014.

13. Public Comments on Agenda Items

There were no public comments on agenda items.

14. Manifest

The Board signed the manifest.

At 8:35 p.m. Vice Chair Barnes moved (seconded by Board Member Schneider) to adjourn the meeting.

The motion passed 5-0-0.