

**Merrimack School Board Meeting  
Merrimack School District  
School Administrative Unit #26  
May 7, 2018  
Merrimack Town Hall – Matthew Thornton Room  
PUBLIC MEETING MINUTES**

**Present:** Chair Barnes, Vice Chair Schneider, Board Members Guagliumi, Thompson and Schoenfeld, Superintendent Chiafery, Assistant Superintendent McLaughlin, Assistant Superintendent for Business Shevenell and Student Representative Puzzo.

**1. Pledge of Allegiance**

Chair Barnes called the meeting to order at 7:03 p.m.

Chair Barnes led the Pledge of Allegiance.

**2. Public Participation**

There was no public participation.

**3. Update on O’Gara Drive Department of Public Works Project**

Assistant Superintendent for Business Shevenell presented a detailed update to the board.

The Merrimack Department of Public Works has completed the removal of the tennis courts and associated hardware. The property was graded and covered with a layer of loam. Hydra seed will be applied soon. The basketball courts will be removed next.

Vice Chair Schneider noted that it was mentioned at a recent Town Council meeting that the tennis courts be left untouched until the very end of the lease.

Assistant Superintendent for Business Shevenell responded that it was also mentioned to him and his understanding was that the courts could remain only until the end of the lease period.

Vice Chair Schneider asked about the status of a joint meeting.

Chair Barnes responded that she has reached out to the new Town Council Chair, Finlay Rothhaus, in regards to a joint meeting and suggested an August 1 meeting date. Town Council Chair Rothhaus will check with the Town Councilors and then clarify to the School Board when to meet and what will be discussed.

Board Member Guagliumi asked about the insurance responsibilities relevant to the skate park once the lease expires. She would like to know the school board’s liability.

Vice Chair Schneider agreed and asked if the skate park would be umbrella’d under the existing school district insurance policy.

Assistant Superintendent for Business Shevenell will consult with Primex, the district insurance provider, on this issue. Primex has toured the school district facilities but they have not seen the skate park since it was covered under the town insurance carrier.

Chair Barnes will follow up with Town Council Chair Rothhaus before the next school board meeting.

Board Member Thompson asked if the insurance coverage can be adjusted for continuity of use.

Chair Barnes added that there needs to be discussion on how the skate park will be monitored going forward.

Board Member Thompson commented that he would like to see the skate park remain under the purview of the town again, but under a new lease.

#### **4. Response to Board Regarding Contract Award for Water Filtration Services**

Assistant Superintendent for Business Shevenell reported on the additional due diligence that he conducted on Secondwind at the request of the School Board. He spoke with the appropriate people at the Governor Wentworth, Kearsarge, and Exeter School Districts. All of these districts went through an interview process and then chose Secondwind based on availability, maintenance, and excellent reviews from other districts.

Vice Chair Schneider asked if there are any performance metrics available on acceptable PFOA levels and was told there will be zero acceptable PFOA. This will be guaranteed by Secondwind as they will be using a two-tank system.

Board Member Thompson moved (seconded by Board Member Guagliumi) to ask the administration to move forward with Secondwind on a no-bid contract in regards to the water filtration system at \$128,000.

Chair Barnes asked that the motion be amended to \$128,598.

Board Member Thompson amended his motion to the price as specified in the project.

Board Member Guagliumi re-seconded the motion.

Vice Chair Schneider commented that this was not a no-bid contract as there is no other vendor available to do this work and that due diligence was done.

Student Representative Puzzo asked for an explanation of the difference between bid and no-bid contracts.

Chair Barnes and Assistant Superintendent for Business explained the difference and provided an example.

Board Member Guagliumi commented that there is also the time constraint to make this possible before school begins again in September.

Board Member Thompson added that Secondwind was pro-active in reaching out to the district with an affordable solution.

Vice Chair Schneider commented that the ongoing support is as crucial as the initial work.

Board Member Guagliumi asked if the vendor contract could document penalties if PFOAs were detected.

Assistant Superintendent for Business responded that this can be worked out in the contract details.

The motion passed 5-0-0.

## **5. Appointing Board Members to Non-District Committees**

Board Member Thompson had requested that liaisons be approved officially by the School Board. This gives this liaison the ability to speak for the board. All future liaison assignment requests should come before the school board for formal approval.

Vice Chair Schneider agreed and suggested clearly identifying the district and non-district committees.

Chair Barnes will update the list to include Grater Woods.

Board Member Thompson moved (seconded by Vice Chair Schneider) to have the School Board nominate individuals as liaisons to the Grater Woods, Town Center, Parks and Recreation, and Merrimack Safeguard to be able to provide feedback from the board to these committees and also to give discretion to the chair of the school board to appoint the board members to these positions.

The motion passed 5-0-0.

## **6. Request for Board Approval of Change of Audit Firm for 2017-2018 Audit**

Assistant Superintendent for Business Shevenell opened by noting that there are two top-tier audit firms in the state of New Hampshire and that best practice recommends switching every five to ten years.

He asked that the school board approve changing from Melanson, Heath to Plodzic and Sanderson and waive the two week rule so that preliminary audit work can begin on May 21, 2018.

Vice Chair Schneider asked if this change will result in a cost change to the budget and was told no.

Chair Barnes moved (seconded by Board Member Thompson) to authorize Assistant Superintendent for Business Shevenell to shift the auditing firm over to Plodzic and Sanderson, waiving the two-week rule.

The motion passed 5-0-0.

## **7. Board's Vote to Purchase Brentwood Property and Authorize Chair to Sign Closing Documents**

Superintendent Chiafery provided procedural details to the board relating to the purchase of the Brentwood property.

The closing date is scheduled for July 17<sup>th</sup>. A title search will be completed by May 11<sup>th</sup> and the plot plan will be completed by May 8<sup>th</sup>.

She is waiting to hear when the tenant, the Nashua School District, will vacate the building.

Vice Chair Schneider expressed concern that the school board members never had the opportunity to inspect the building.

Superintendent Chiafery responded that the building is currently in use as a school for children that it does adhere to codes.

Assistant Superintendent for Business Shevenell has spoken with the Fire Chief and also Marinace Architects during a previous walk-through.

Vice Chair Schneider stated that this concern was raised by a voter.

Attorney Bronstein is recommending that two separate motions are rendered for the fulfillment of the purchase and sales agreement for the Brentwood property.

On motion #1, Vice Chair Schneider moved (seconded by Board Member Guagliumi) to proceed with the purchase, for a sales price of \$275,000.00, of land and buildings at 1 Brentwood Drive, Merrimack, NH, known as the Brentwood School, as authorized by the 2018 Annual Merrimack School District Meeting.

Board Member Schoenfeld asked for a clarification on the issue of an inspection.

Assistant Superintendent for Business Shevenell responded that an inspection will take place.

The motion passed 5-0-0.

On motion #2, Board Member Thompson moved (seconded by Board Member Schoenfeld) to authorize the Chair and/or Vice Chair to execute all necessary closing documents on behalf of the Merrimack School District with respect to the purchase of the Brentwood School as authorized by the Merrimack School Board and the 2018 School District Meeting.

The motion passed 5-0-0.

## **8. Request to Withdraw \$275,000 from Special Education Capital Reserve Fund**

Director of Student Services John Fabrizio has decided to remove the request to withdraw funds from the Special Education Capital Reserve Fund until the May 21<sup>st</sup> board meeting.

## **9. Confirmation of Last Day of School**

Superintendent Chiafery reported that the last day of school is determined to be Friday, June 22<sup>nd</sup>. This is the 179<sup>th</sup> day of school. Instructional hours and full-day kindergarten were calculated into this date.

Staff will need to put in one additional day to make 180 days. The administration has met with the Merrimack Teachers Association (MTA) and Merrimack Educational Support Staff Association (MESSA) representatives. Time may be made up from May 14 to June 14 after school in the classrooms.

Support staff might be able to undergo training to meet this requirement.

Superintendent Chiafery noted her gratitude to both the MTA and MESSA in coming to a solution.

She asked for a waiver to the two-week rule in order to put this in place for May 14<sup>th</sup>.

Board Member Guagliumi moved (seconded by Board Member Thompson) to authorize the chair to sign the agreements with the two respective units authorizing how the duration of the 2017-2018 school year is finalized.

Board Member Schoenfeld asked to include waiving the two-week rule in the motion.

The motion was amended and re-seconded.

The motion passed 5-0-0.

## **10. Approval of School Board Minutes for April 16, 2018**

Board Member Thompson moved (seconded by Vice Chair Schneider) to approve the minutes of the April 16, 2018 meeting.

The motion passed 5-0-0.

## **11. Consent Agenda**

Assistant Superintendent for Curriculum McLaughlin presented the consent agenda for approval.

- **Educator Resignations/Retirements**

Jerrienne Anastos, Special Education Teacher, Reeds Ferry Elementary School  
Karen Saari, Special Education Teacher, Merrimack High School

- **Educator Nominations for 2018-2019**

Corey Ducharme, Social Studies Teacher, Merrimack High School  
Morgan Ireland, Grade 2 Teacher, James Masticola Elementary School  
Kimberly O'Neill, Special Education Teacher, Thorntons Ferry Elementary School

Stacy Papp, Grade 1 Teacher, James Mastricola Elementary School  
Jennifer Pelletier, Grade 5 Teacher, James Mastricola Upper Elementary School  
Laura Sercel, Social Studies Teacher, Merrimack High School  
John Sheppela, Jr., Social Studies Teacher, Merrimack Middle School  
Michaela Wojtas, Grade 3 Teacher, Thorntons Ferry Elementary School

Vice Chair Schneider moved (seconded by Board Member Schoenfeld) to accept the consent agenda as presented.

The motion passed 5-0-0.

## **11. Other**

### **a) Correspondence**

Chair Barnes shared correspondence from the state of New Hampshire Department of Education stating that the district is once again in 100% compliance for indicator 12 Early Transitions.

Chair Barnes shared correspondence she had received notifying her of the upcoming Military 5K race which will be held at the Merrimack High School on May 19<sup>th</sup>.

Chair Barnes received correspondence promoting a hotdog sale in the parking lot of Our Lady of Mercy on June 21<sup>st</sup>. Proceeds are to benefit the Alzheimer's Association.

Board Member Thompson noted that the entire board received a note of appreciation for all of the work Chair Barnes does on the Grater Woods sub-committee.

### **b) Comments**

There were no comments.

## **13. New Business**

Superintendent Chiafery outlined some items on the next agenda. Merrimack High School will update the school board on the highlights of their school year.

Sarah Heimberg will give a presentation on her A-OK program.

Assistant Superintendent for Curriculum McLaughlin shared that the final summary results of the homework protocol surveys will be presented at the June 4<sup>th</sup> school board meeting.

## **14. Committee Reports**

Student Representative Puzzo shared several items with the School Board. Student council positions are up for election and he is currently running unopposed for student representative to the School Board.

Band has a concert scheduled for May 24<sup>th</sup>.

A dance is scheduled for this Friday.

The robotics team has a competition scheduled for next Saturday.

Chair Barnes attended the Healthcare Cost Containment Committee and listened to a guest speaker present on wellness and cost containment.

Chair Barnes attended the New Hampshire School Board Association meeting with Superintendent Chiafery and hosted the new board members on, *The seven effective habits of highly successful people*.

Chair Barnes and Board Member Guagliumi both attended the New Hampshire Department of Transportation community meeting on May 1<sup>st</sup>. They listened to a presentation on the widening of the turnpike. A sound barrier will be erected along the updated highway. The emergency egress will remain. The Baboosic Bridge changes will include sidewalks on both sides.

Student Representative Puzzo asked if any parking spaces will be lost due to the highway expansion and was told no.

Board Member Thompson asked if there was mention of moving the egress towards the bridge.

#### **15. Public Comments on Agenda Items**

There were no public comments.

#### **16. Manifest**

The Board signed the manifest.

At 8:00 p.m. Board Member Thompson moved (seconded by Vice Chair Schneider) to enter non-public session per RSA 91-A:3,II(a)(b)(c).

A roll call vote was taken. The motion passed 5-0-0.

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

The motion passed 5-0-0.