

**MINUTES**  
**RSU 13 FINANCE & FACILITIES COMMITTEE MEETING**  
**THURSDAY – JULY 21, 2016**  
**McLAIN SCHOOL CONFERENCE ROOM**  
**4:30PM**

	<b>Committee &amp; Admin. Liaison</b>	<b>Committee or Visitors</b>
<input checked="" type="checkbox"/> Nancy Jeffers, Chair	<input type="checkbox"/> Steve Roberts	<input type="checkbox"/>
<input checked="" type="checkbox"/> Christine Curtis	<input checked="" type="checkbox"/> Pete Orne, Admin Liaison	<input type="checkbox"/>
<input checked="" type="checkbox"/> Ron Gamage	<input checked="" type="checkbox"/> John McDonald	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Loren Andrews
<b>Time IN: 4:30 PM</b>	<b>Time OUT: 6:08 PM</b>	
<b>Discussion</b>		<b>Results / Follow Up</b>
1. Sign Warrants		Warrants reviewed and signed.
2. Discussion: Does the F&F Committee format work?		Some voiced concerns that the agenda is sometimes too long, however items are prioritized as necessary and the work is being completed. No change to Finance & Facilities Committee format.
3. Update on Standard & Poor's Rating Request		Standard and Poor's rating of RSU 13 was AA-, two ratings above what was expected.
4. Review Lease/Finance Package for Performance Contract		Lease financing was priced on 7/20/16. The rate is blended, and the effective rate works out to be about 2.8%. Once fees and other costs are added, it will be closer to 2.94%, which is still less than what's been anticipated.
5. Update on Siemens Projects		Siemens work is about 1/3 of the way complete. Meetings are held weekly on Tuesdays at 10:00am, at

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	<p>the former Rockland District Middle School Campus. Board would like to tour buildings and see improvements once projects are complete.</p>
<p>6. Update on other summer work</p>	<p>Painting is being done around the district. We are currently low on people available and may have to contract some of it out to finish in time.</p> <p>Advertising signage firm has been contacted for new signs for at schools.</p>
<p>7. Update on QZAB financing application</p>	<p>Applied for and awarded \$798,000 from the QZAB (Quality Zone Academy Bond) grant. This is a low interest loan from the state that can be partially forgiven.</p>
<p>8. Discuss Possible Phase 2 Window timing</p>	<p>Agenda item tabled.</p>
<p>9. Update on Construction Manager at Risk Process for OMS/OHS project</p>	<p>RSU 13 Administration and WBRC met in Augusta with the Bureau of General Services to allow RSU 13 to deviate from the traditional process by requesting a "Construction Manager at Risk" for Oceanside Middle and High School. Approval was received, only 10 allowed in the state. Meeting scheduled with WBRC for next week to narrow down the scope of the construction.</p>

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<p>10. MDOE Revolving Renovation Fund</p>	<p>State of Maine announced \$10,000,000 revolving renovation fund. The application is due the end of September. RSU 13 will be applying for \$1,000,000.00. A portion of each loan will be considered a grant and be forgiven. The remaining portion will be paid off over 5 or 10 years with no interest.</p>
<p>11. Update on Owls Head/So. Thomaston Project</p>	<p>A public meeting regarding the Owls Head/South Thomaston project was held the last week of June. The format was similar to the Schools of Our Future meetings, with break-out sessions and questions asked.</p>
<p>12. Update on Federal Grant Awards for FY17</p>	<p>RSU 13 was approved for \$327,000 grant through the USDA: Distance Learning and Telemedicine Grant Program.</p>
<p>13. Update on Lura Libby transfer to Thomaston</p>	<p>Lura Libby is in the middle of the transition process to Thomaston Grammar School. The building will likely be closed by the end of August.</p>

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<p>14. FY16 Financials Review</p> <ul style="list-style-type: none"> <li>o General Fund</li> <li>o Food Service</li> </ul>	<p>Review of FY16 financials: The General fund ended the year by about \$500,000 in the “black”. The Food Service fund has not been closed out yet, but appears to be right on with what was budgeted. Detailed, current financial statements are available online.</p>
<p>15. Long term planning</p> <ul style="list-style-type: none"> <li>o Capital Reserve</li> <li>o Fuel Reserve</li> <li>o Undesignated Fund Balance</li> </ul>	<p>Discussion around the long term planning of the Capital, Fuel, and Undesignated Fund Balance reserves, and how the Board would like them to be funded.</p>
<p>16. The Future of Fax Machines</p>	<p>Fax machines are obsolete. Discussion around eliminating them and the dedicated lines they require. Members discussed alternative forms of these types of communications.</p>
<p>17. Discussion: A Cost Savings incentive Contest/Reward</p>	<p>Business Manager, Peter Orne discussed the idea of having a Cost Savings Incentive around the district. No formal plan yet, but an idea for the future.</p>
<p>18. Review Possible Board Motions</p>	<p>Board motion for Resolution to Authorize Financing of an Energy Conservation Project for the 7/21/16 Business Meeting immediately following.</p>
<p>19. Adjourn</p>	<p>6:08PM</p>