

MONTVILLE TOWNSHIP BOARD OF EDUCATION

**MINUTES
SPECIAL MEETING**

January 24, 2017

Montville Township High School

A. President Kayne called the meeting to order at 7:36 p.m.

B. CONVENED

<u>BOE ROLL CALL:</u>	<u>Present</u>	<u>Absent</u>
Dr. Cortellino	<u> X </u>	<u> </u>
Mr. Grau	<u> X </u>	<u> </u>
Mr. Johnson	<u> X </u>	<u> </u>
Dr. Kayne	<u> X </u>	<u> </u>
Dr. Modrak	<u> X </u>	<u> </u>
Mr. Morella	<u> X </u>	<u> </u>
Mrs. Novi	<u>7:48PM</u>	<u> </u>
Mr. O'Brien	<u> X </u>	<u> </u>
Mr. Palma	<u> X </u>	<u> </u>

OTHERS PRESENT:

René Rovtar (Superintendent), James T. Tevis (School Business Administrator/Board Secretary), Casey Shorter (Assistant Superintendent), Steven Toth (Facilities Manager), and Gregory Somjen (Parette Somjen Architect).

C. PLEDGE OF ALLEGIANCE

Board members and all others present participated in the Pledge of Allegiance.

D. READING OF THE NEW JERSEY OPEN PUBLIC MEETING LAW STATEMENT

School Business Administrator Tevis read the New Jersey Open Public Meeting Law as follows:

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the act, the Montville Township Board of Education approved this meeting date. Notice of the meeting has been posted at the Montville Municipal Building, all Montville public schools, the Montville Public Library, the Montville Township Board of Education Administrative Office Building, the Montville Public School Website, and advertised in the DAILY RECORD.

E. RESERVED - HIGH SCHOOL STUDENT REPRESENTATIVES REPORT - (NONE)

F. SUPERINTENDENT’S REPORT - (NONE)

BUSINESS ADMINISTRATOR’S REPORT

The business administrator reported on the following item:

Presentation

- ◆ The business administrator delivered a presentation to the Board regarding a proposed bond referendum project, the highlights of which are as follows:
 - Description of a school bond referendum
 - Purpose of referendum
 - Rationale for the referendum
 - Explanation of debt service aid
 - List of the proposed district-wide capital improvement projects, by ballot question:
 - **Question #1 -**
 - Roofing replacements
 - New hvac controls
 - Restroom renovations
 - Media center renovations
 - **Question #2 -**
 - Gymnasium renovations
 - **Question #3 -**
 - Air conditioning.
 - Description of referendum approval process
 - Tentative timeline for school referendum election
 - Tentative timeline for construction of proposed projects
 - Impact on annual capital expense budget
 - Estimated tax impact to the average homeowner
 - Referendum communication plans.
- ◆ The superintendent provided the following supplemental referendum information regarding the structure of voting. She noted that Referendum Question #1 is a base question that would need to be approved in order for Questions #2 and #3 to move forward and be successful
- ◆ The board president commented on the financial impact experienced by this district’s compounded loss of State Aid revenue since 2010, which now totals over 14 million dollars

◆ The business administrator responded to board members’ comments and questions:

- Member Palma inquired about the gymnasium, media center and restroom renovations. The business administrator responded that the media center renovations will vary from school to school but will include replacement of carpets, furniture, shelving, painting, circulation desk, window treatments, etc. The gymnasium renovations will include new floors and lighting, and the bathroom renovations will include updating restroom walls, floors, sink hardware, etc.
- Member Cortellino inquired if the administration had any knowledge of the State not meeting their 40% Debt Service Aid obligation, and both the superintendent and school business administrator responded that they had never experienced a default or reduction in these payments anticipated by districts during their careers.
- Member Cortellino inquired if savings of any kind is anticipated should the district replace and upgrade the existing HVAC Controls. The superintendent responded that the district would have the ability to control and modify the heating and cooling systems based on the weather, which will allow the district to save money.
- Member Cortellino inquired, in terms of Level 1 and Level 2 Infrastructure Projects, when homeowners will know the actual percentage and how much they will be impacted. The business administrator responded that a preliminary estimate of the percentage of debt service aid the referendum project is eligible for is anticipated by the end of April. Mr. Gregory Somjen, Parette Somjen Architects, then responded that the district would receive a PEC, in which the district may act or challenge the letter before a final letter is received. He also noted that the community would know the actual percentage and amount of aid well in advance of voting.
- Member Grau noted that the amount of money being spent on HVAC repairs is astronomical.
- Member Grau commented that it would be worthwhile to consider an appropriation from the capital reserve account to help reduce the referendums estimated tax impact, especially since one of its proposals to replace the William Mason roof was previously approved within the current 2016-2017 capital outlay budget.
- Member Palma inquired how the referendum would be communicated to the public, and the superintendent responded that it would be the administrations job to communicate by sample ballot, newspapers, etc.
- The board vice-president inquired if the capital outlay budget could be reduced because of the referendum plan and the business administrator responded that a significant reduction to this section of the budget is anticipated for at least two years.
- The board vice-president next asked when the entire current debt service is scheduled to retire and what the net tax impact might be on the regular operating budget. The business administrator responded that the existing debt service is scheduled to retire in 2023 and that the net impact to the annual school budget is projected to be about \$800,000.
- The board vice-president inquired if the referendum project includes the renovation of all district restrooms and the facilities manager responded that yes, some work is planned to every district restroom.

- Member Modrak inquired if a five (5) year maintenance and repair expense analysis can be provided for the districts HVAC Controls. The business administrator responded that during the past five years, it estimated to have cost at least \$471,000 in contracted services and in-house labor to repair and maintain the existing HVAC Control systems.
- The board president inquired if the temperature in classrooms at the high school would be regulated by new HVAC Controls and the facilities manager responded that they would give us the ability to better control these spaces.
- The board president inquired about plans to communicate the referendum and capital improvement projects and the superintendent responded that other public presentations would be scheduled at future board meetings, school PTA/PTC events, and any other community organizations that would like to meet with us.
- The board president next asked who would be responsible for managing the projects construction contractors. The business administrator responded that the architect has provided oversight on many of the districts projects the past few years but given the size in scope of referendum work that a discussion regarding alternative construction management options is planned with the finance and facilities committee.

◆ **Public Participation: Proposed Referendum - District-Wide Capital Improvement Projects**

- Three members of the public spoke regarding this topic.

The Board and administration responded to the public’s comments.

G-N. **RESERVED - (NONE)**

O. **CLOSED SESSION**

O.1 **Closed Session Announcement**

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the board of education to meet in closed session to discuss certain matters.

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education plans to meet in closed session on February 7, 2017 at 7:00 pm to discuss (select one or more):

- 1) *Superintendent’s Harassment, Intimidation and Bullying (“HIB”) update/recent matters and investigations, if any; and*
- 2) *JCP&L Lazar Power Lines Improvement Project; and*
- 3) *Any other permitted closed session matters not currently known, which may arise.*

BE IT FURTHER RESOLVED, that the Montville Township Board of Education will meet in public session on February 7, 2016 at 7:45 pm at Montville Township Municipal Building.

BE IT FURTHER RESOLVED, that the minutes of this closed session be made public when the need for confidentiality no longer exists.

P. OLD BUSINESS

None.

Q. GENERAL BOARD COMMENTS / NEW BUSINESS

- Member O'Brien volunteered to take part in referendum presentations with Member Grau, the superintendent and the business administrator.

R. PUBLIC PARTICIPATION

Three members of the public spoke regarding the following topics:

- School Ratings - GreatSchools.com

The superintendent responded to the public's comments.

S. ADJOURNMENT

There being no further matters to discuss, on a motion by Member Grau, second by Vice President Novi, the meeting was adjourned at 9:17 p.m. The motion was approved by unanimous voice vote.

Respectfully submitted,

James T. Tevis
School Business Administrator/
Board Secretary