

**SPECIAL MEETING**  
**CRAFTSBURY SCHOOL BOARD**  
**Craftsbury Academy Common Room**  
**Thursday, September 24, 2009**  
**6:00 p.m.**

**APPROVED MINUTES**

**Attendance:** Julie Marckres, Harry Miller, Steve Moffatt, and John Zaber

**Administration:** Superintendent Mark Andrews, Rita Davis (OSSU Business Manager)

**Guests:** Robert Bast (Bast & Rood Architects), Robert Brown, June Cook (Hardwick Gazette), George Hall, Susan Houston, Gayle Kroeger, Bob Twiss

**1. The meeting was called to order** at 6:02 PM by Chairperson Julie Marckres.

**2. Review updated Building renovation plan.** Brief review of current renovation plans by Robert Bast.

- Total cost estimate: \$ 3,000,952.00
- Contingencies: \$ 389,000 included
- Annex: \$ 120,000 - construction
- Wood pellet furnace serves Minden, gym, and the Academy building
- Windows – custom, historically accurate windows
- Clapboards – wood, historically accurate
- Firm experience – 20+years
- Question re: use/nonuse of contingency
- Question re: matching funds from state for pellet system – only in consolidation projects – this is *not* a consolidation project.
- Pellet system \$ 400,000; fire suppression \$ 195,000, elevator \$ 87,000
- Construction 8+ month estimate, restricted facility use during me of that time.

**2. Review Quality School Construction guidelines**

- Business Manager Rita Davis reviewed the Qualified School Construction Bond (QSCB), source, eligibility, available lenders, etc. Cannot be used to pay bond anticipation funds. Deadline for application November 13<sup>th</sup>, 2009. (Then 30-day Right of Rescission). Vote will have to precede that date and costs would not be incurred until bond is sold. Then can reapply for additional funds in 2010.
- Further review of Tax Rate Comparisons. QSCB savings in taxes (excess spending tax) over current year. Regular bond vs. QSCB Bond – QSCB would save \$1,200,000 in interest expense.
- Discussion re: ownership of building – QSCB is an agreement between the Town of Craftsbury and a lender. Ownership is not an issue because no state money is involved.

**3. Establish Bond Vote timeline**

- Town Clerk recommends Nov 10<sup>th</sup> vote. Discussion.
- Motion by Harry Miller as follows:  
“The Craftsbury School Board proposes to incur bonded indebtedness for the purpose of the Craftsbury Schools Renovation Project at the estimated total project cost of \$3,000,000.”

Motion seconded by John Zaber, motion passed unanimously:

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- Oct 6<sup>th</sup> Board members will sign Warning at 8:00 AM. Discussion of wording.
- Informational meeting Nov. 3<sup>rd</sup> at 6:00 PM.
- Vote on Bond Nov 10<sup>th</sup>.

**4. Establish Public Engagement plan**

- Talking points:
  - Significantly improve learning environment
  - Safety, code compliance
  - Energy savings, both heating plant and lighting/electric
- This is the **first step** in a much larger, long term plan. Current project simply makes the building code compliant. Next step is renovation of gym building. Trustees are currently considering additional funds available to them.
- Bob Bast will update the website and email pdf copies to Board Chairperson

**5. Adjourn 7:20 PM by Harry Miller, seconded John Zaber, consensus to adjourn.**

**NEXT MEETING: October 13, 2009 Carousel meeting at Lakeview Union**

Respectfully Submitted,  
Joannie Stinson, Scribe