



North River Collaborative Board of Directors
Friday, November 19, 2021 9:00 AM Via Zoom
Minutes

*In response to Governor Baker's declaration of a public health emergency and the related Emergency Executive Order dated March 12, 2020, the North River Collaborative Board of Directors shall be meeting remotely until further notice. **The Meeting ID #85438866547 provided through ZOOM and a Passcode of IEDUZ8 will be used for this purpose.***

Present: Stephen Donovan, Clarice Doliber, Jeff Szymaniak, Christine Godino, Tom Raab, Matt Ferron, Marc Wright, Liz Legault, Derek Swenson, Julie Hamilton, Attorney Felicia Vasudevan, Eileen Millett, Robert Lynch
Absent: Peter Schafer, Mark Bodwell, Alan Cron

I. Call to Order-Chairman Derek Swenson called the meeting to order at 9:35

II. Approval of Minutes-September 24, 2021

Motion: -Liz Legault made a motion to approve the minutes of September 24, 2021. Jeff Szymaniak seconded the motion. Motion carried unanimously by roll call vote with one abstention: Jeff Szymaniak-yes, Matt Ferron- Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-Abstained, Derek Swenson-yes, Julie Hamilton-yes.

III. Approval of Warrants

Motion: **LL** made a motion to approve the warrants. Jeff seconded the motion. Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, Matt Ferron- Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-yes, Derek Swenson-yes Julie Hamilton-yes.

IV. Discussion/Action Items

A. Acceptance of the FY21 Audit Final Report-Enc. A- Robert Lynch presented the FY21 Audit exit overview:

- Found no material weakness, no reportable conditions
- Total net position is approximately \$4.7 million
- Largest component of net position: net investment in capital asses: approximately \$2.4 million
- Restricted net position: approximately \$714,000 consists primarily of the capital reserve fund (balance of approximately \$700,000) and other special revenue funds-grant/donations
- Unrestricted net position: approximately \$1.5 million
- Government Funds: General fund: unassigned fund balance of approximately \$2.8 million, a net increase of approximately \$129,000
- Fund balance of total governmental funds increased approximately \$129,000, including approximately \$281,000 of proceeds from long-term debt (leases)
- Capital reserve fund: restricted fund balance of approximately \$700,000; approximately \$12,000 increase from FY20
- Fiduciary Funds: Retiree Health Insurance Trust Fund net position of approximately \$2.9 million, an increase of approximately \$700,000.
- Management letter was about internal controls and policies and procedures, focusing on controls of risk assessment on internal controls

Motion: Tom Raab made a motion to accept the FY21 Final Audit Report. Chris Godino seconded the motion. Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, Matt Ferron- Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-yes, Derek Swenson-yes Julie Hamilton-yes.

B. Acceptance of the FY21 Cumulative Surplus- the Cumulative Surplus for FY20 is \$2,830,286 which represents 24.98% of actual general fund budgetary expenditures of approximately \$11.3 million.

Motion: Chris Godino made a motion to accept the FY21 Cumulative Surplus. Liz Legault seconded the Motion. Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, Matt Ferron-Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-yes, Derek Swenson-yes Julie Hamilton-yes.

C. October Financials

1. FY22 General Fund Revenue and Expense Projection-Enc. B- Director of Business Services Marc Wright presented the FY22 General Fund Revenue and Expense Projection for October. The current position is a deficit of \$129,122. Marc added that as of November 19, 2021, the deficit is just under \$2,000 due to new students and an insurance adjustment. Marc sees things moving in a positive direction.

D. NRC Policies and Procedure Handbook Changes-Enc. C- Steve reviewed the proposed changes to the NRC Employee Handbook with regards to the new limit of hours for retirees state employees from 960 to 1,200.

Motion: Liz Legault made a motion to accept the NRC Policies and Procedures Handbook Changes. Chris Godino seconded the motion. Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, Matt Ferron-Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-yes, Derek Swenson-yes Julie Hamilton-yes.

E. Transportation Handbook Changes- Enc. D-Steve reviewed the proposed Transportation Handbook and Transportation Parent Handbook changes for drop-off and pick-up procedure changes and weather-related school cancellations and delays.

Motion: Liz Legault made a motion to accept the Transportation Handbook changes. Chris Godino seconded the motion. Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, Matt Ferron- Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-yes, Derek Swenson-yes Julie Hamilton-yes.

F. Construction Project Update-Enc. E-Steve reviewed the most recent Building Committee meeting. The estimates originally provided for the schematic drawings were very high and significantly over budget as a result, RDA, the architects firm will continue to work to present more accurate pricing estimates until ready to release for bid. The re-evaluation of estimates will be completed by December 1, 2021.

- Chris Godino asked that the Building Committee be included in the conversations with the architect and not just the executive director as it negates the purpose of having a Building Committee.
- Derek asked that RDA be invited to the next Board meeting so that all of the Board could be part of the conversation.

G. Transportation Update

a. Transportation Plan for Increasing Capacity- Enc. F

i. Approval of the Master Lease Purchase Agreement between Municipal Leasing Consultants, LLC(Lessor) and North River Collaborative (Lessee) Dated as of November 8, 2021. -Enc. G

Motion: Chris Godino motioned that the governing Body of Lessee has determined that a true and very real need exists for the acquisition of the Equipment described on Exhibit A of Schedule No. 001 to the Master Lease Purchase Agreement dated as of November 8, 2021, between North River Collaborative (Lessee) and Municipal Leasing Consultants, LLC (Lessor). Jeff Szymaniak seconded the motion. Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, Matt Ferron- Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-yes, Derek Swenson-yes Julie Hamilton-yes.

Motion: Chris Godino motioned that the Governing Body of Lessee has determined that the Agreement and Schedule, substantially in the form presented to this meeting, are in the best interests of the Lessee for the acquisition of such Equipment, and the Governing Body hereby approves the entering into of the Agreement and Schedule by the Lessee and hereby designates and authorizes the following person(s) to execute and deliver the Agreement and Schedule on Lessee's behalf with such changes thereto as such person(s) deem(s) appropriate, and any related documents, including any Escrow Agreement, necessary to the consummation of the transaction contemplated by the Agreement and Schedule. Tom Raab seconded the motion. Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, Matt Ferron- Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-yes, Derek Swenson-yes Julie Hamilton-yes.

b. Transportation MOU Referral and Hiring Bonus Continuance- Enc. H

Motion: Liz Legault made a motion to extend the MOU Referral and Hiring Bonus until June 30, 2022. Chris Godino seconded the motion. Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, on-yes, Matt Ferron- Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-yes, Derek Swenson-yes Julie Hamilton-yes.

H. **NRC Referral Bonus for certain non-transportation positions- Enc. I-**Steve asked, due to the recent difficulty in hiring for the open positions currently in the Collaboration, the Board to consider extending the same referral bonus that is in the MOU to non-union staff who refer a driver, monitor or any NRC employee who refers a nurse, teacher aide, adjustment counselor, therapist or therapist assistant. Amend to not administrators

Motion: Liz Legault made a motion to extend the same referral bonus as appears in the MOU with the union for any non-union staff, with the exception of administration that refers a driver or monitor and any NRC employee, with the exception of administration that refers a nurse, teacher assistant, adjustment counselor, or district services therapy or therapy assistant using the same parameters as outlined in the MOU. This referral bonus would be effective until June 30th or unless terminated sooner. Jeff Szymaniak seconded the motion. Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, Matt Ferron- Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-yes, Derek Swenson-yes Julie Hamilton-yes.

I. Acceptance of Staff Resignations, Hires, Terminations, and Changes in Contract-Enc. J

Motion: Liz Legault made a motion to accept the staff resignations, hires, terminations, and changes in contract. Chris Godino seconded the motion. Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, Matt Ferron- Yes, Christine Godino-yes, Liz Legault-yes. Derek Swenson-yes Julie Hamilton-yes.

J. Other Matters of Interest to Board Members

V. **Informational**

A. Professional Development Offerings-K

B. Executive Director Quarterly Report for June-Enc. L

VI. **Executive Session**

“To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.”

Motion: Chris Godino made a motion to adjourn. Matt Ferron seconded the motion Motion carried unanimously by roll call vote: Jeff Szymaniak-yes, Matt Ferron- Yes, Christine Godino-yes, Liz Legault-yes. Tom Raab-yes, Derek Swenson-yes Julie Hamilton-yes.

Meeting adjourned at 10:17 AM

Respectfully submitted by:

Alan Cron

NRC Board of Directors Secretary