

**Massachusetts School Building Authority
Board Meeting Minutes of December 12, 2018**

A meeting of the Massachusetts School Building Authority (the “Authority” or “MSBA”) was held on December 12, 2018 at 40 Broad Street, Boston, Massachusetts.

Members Present: Deborah Goldberg, State Treasurer and Chairman; Anne Brockelman, appointed member; Sean Cronin, Designee of the Secretary of Administration and Finance; Matt Deninger, Designee of the Commissioner of Education; Greg Sullivan, appointed member; and Terry Kwan, appointed member.

Others Present: James MacDonald, Chief Executive Officer; Jack McCarthy, Executive Director/Deputy Chief Executive Officer; Dennis Ryan; Mary Pichetti; John Jumpe; Diane Sullivan; Katie DeCristofaro; Karl Brown; Autumn Waldron; Laura Guadagno; Tamia Buckingham; Gianpiero Tirella; Julie Leonard; Brian Kelley; Colleen Smith; Siobhan Tolman; Matt Donovan; Maria Puopolo; Sarah Andrews; members of the press; municipal representatives; legislative representatives; local elected officials; and other members of the public. A sign-in sheet is on file at the MSBA.

Call to Order

The Acting Chairman James MacDonald called the meeting to order at 10:00 a.m. and asked if anyone is recording the meeting. No one announced that they were recording the meeting.

Next, the Acting Chairman provided a brief overview of the items on the agenda for the meeting. He explained that the Board will be voting to: invite twelve 2018 Core Program Statement of Interest applicants in to Eligibility Period; invite four districts into Feasibility Study; invite three districts to enter into a Project Scope and Budget Agreement with a combined Estimated Maximum Total Facilities Grant of approximately \$115 million; and approve nine final audits from seven districts with a combined Final Total Facilities Grant amount of \$46.65 million. There will also be a presentation on Science Labs.

Acceptance of the October 31, 2018 Minutes

The Acting Chairman asked for a motion to accept the minutes of the October 31, 2018 Board Meeting. The following motion was made by Mr. Sullivan and seconded by Mr. Deninger:

Approval of the Minutes of the October 31, 2018 Board Meeting

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the Minutes of the October 31, 2018 Board meeting.

VOTE: *There being no further questions or comments, the Board approved the Motion to approve the Minutes of the October 31, 2018 Board Meeting by majority – 6 in favor, 0 abstaining.*

Invitation to Eligibility Period

MSBA Director of Program Management Diane Sullivan explained that the Board will be asked to vote to invite the following districts into the Eligibility Period: the Town of Brookline for the John R.

The December 12, 2018 minutes were approved by the MSBA's Board of Directors at the February 13, 2019 meeting.

Pierce School, the City of Haverhill for the Dr. Albert B. Consentino School, the Town of Hull for the Hull Memorial Middle School, the Town of Norwood for the Dr. Philip O. Coakley Middle School, the City of Peabody for the William A. Welch Elementary School, the City of Revere for the Revere High School, the Spencer-East Brookfield Regional School District for the David Prouty High School, the Town of Stoneham for the Stoneham High School, the Town of Tyngsborough for the Tyngsborough Middle School, the Town of Walpole for the Bird Middle School, the Town of Webster for the Bartlett Junior/Senior High School, and the City of Westfield for the Franklin Avenue Elementary School.

The Director of Program Management noted that the MSBA received 70 Core Program SOIs. She explained that the MSBA is recommending that the 12 districts listed above be invited into the Eligibility Period.

The Acting Chairman asked for a motion, and the following motion was made by Ms. Kwan and seconded by Mr. Deninger:

Vote on Inviting Communities to the Eligibility Period

VOTED: That the Board approves each District and School that is listed on Exhibit A for invitation into the Eligibility Period subject to the conditions that are set forth in Exhibit A; that the Executive Director is hereby authorized to commence the Eligibility Period for each such District and School upon the date of such District's and School's separate Eligibility Period Commencement Date as set forth in Exhibit A; and that the Executive Director is hereby further authorized to do all acts and things, to execute and deliver any and all documents and agreements, and to expend funds necessary or desirable in connection with inviting each of these communities into the Eligibility Period and to commence the Eligibility Period.

Mr. Sullivan commented that the MSBA has instituted a fair system for the Statement of Interest review process. He noted that the MSBA uses a detailed and thorough methodology. He explained that it is important that districts feel confident that the MSBA uses a fair system. He commended the MSBA and its leadership for conducting a thorough Statement of Interest review process.

Brookline Superintendent Andrew Bott thanked the Board and MSBA staff and commented that he is excited to be invited into the Eligibility Period.

Haverhill Mayor James Fiorentini thanked the Board and MSBA staff for the invitation into Eligibility Period.

State Representative Andres Vargas thanked the Board and MSBA staff for their support and commented that he appreciates the work and diligence that goes into the MSBA's process.

Haverhill Superintendent Margaret Marotta-Smith thanked the Board and MSBA staff and commented that she is excited to move forward in the process.

Hull Superintendent Michael Devine introduced other local officials that were present at the meeting and thanked the Board for their consideration.

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The Acting Chairman commented that State Senator Patrick O'Connor and State Representative Joan Meschino sent a letter offering their support for the project at the Hull Memorial Middle School.

Norwood Superintendent David Thomson introduced other local officials that were present at the meeting. He thanked the Board and MSBA staff for their consideration and guidance, noting that he appreciates this opportunity.

A staff member from State Representative John Rogers' office spoke on behalf of the Representative noting that the Representative supports the project at the Dr. Philip O. Coakley Middle School.

Deborah Goldberg, State Treasurer and Chairman, arrived and presided over the remainder of the meeting.

Peabody Mayor Ted Bettencourt introduced other local officials who were present at the meeting. He thanked the Board and the MSBA and commented that the project at the William Welch Elementary School will make a world of a difference for the community.

State Representative Thomas Walsh, who represents Peabody, thanked the Board and MSBA staff for their support.

The Chairman commented that Speaker Robert DeLeo, State Senator Joseph Boncore, and State Representative RoseLee Vincent sent a letter offering their support for the project at the Revere High School.

Revere Mayor Brian Arrigo thanked the MSBA for the support.

Revere Superintendent Dr. Dianne Kelly thanked the Board, MSBA staff and elected officials for their support.

Spencer-East Brookfield School Committee Chairman Jason Monette thanked the Board for the invitation to Eligibility Period.

Spencer-East Brookfield Superintendent Paul Haughey thanked the Board and MSBA staff and noted that he looks forward to working in partnership with the MSBA.

Stoneham Superintendent John Macero thanked the Board and MSBA staff on behalf of the school district, the students and the community. He noted that there is no finer organization to work with than the MSBA. He commented that he appreciates this opportunity and is excited to move forward with the process.

State Representative Michael Day, who represents Stoneham, thanked the Board and MSBA staff for their support.

A representative from Tyngsborough thanked the MSBA for the support.

The Chairman commented that State Representative Paul McMurtry sent a letter offering his support for the project at the Bird Middle School in Walpole.

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Walpole School Committee Chairman William Buckley thanked the Board and MSBA staff, specifically Diane Sullivan, on behalf of the school children.

Walpole Superintendent Dr. Lincoln Lynch commented that the transparency of the MSBA process has been helpful to gain approval for the project with the community. He thanked the Board and MSBA staff for their input and emphasis on the educational plan.

Webster Superintendent Ruthann Goguen introduced other local officials who were present at the meeting. She commented that the project at the Bartlett Junior/Senior High School has the full support of the community and thanked the Board and MSBA staff for their support. She noted that she is extremely thankful to be here today, as the town could not complete the project without the help of the MSBA. She then thanked the legislative delegation.

Westfield Mayor Brian Sullivan thanked the Board and MSBA staff, specifically Jack McCarthy, noting that the support and guidance the City has received has been great. He commented that he appreciates this opportunity and the support.

Westfield Superintendent Stefan Czaporowski thanked the Board and MSBA staff and commented that he looks forward to working with the MSBA. He commented that Representative John Velis is serving a tour in Afghanistan and sends his support for the project.

Mr. Deninger welcomed the districts to the Eligibility Period and thanked Diane Sullivan and Katie DeCristofaro for their hard work. He commented that districts should be prepared to make difficult decisions and to be pushed by MSBA staff and the Board. He noted that projects should be cost effective and that districts should rely on the expertise of the Board and MSBA staff. He spoke about the importance of building in flexibility for the future and developing a strong educational plan based on the vision of the educators. He noted that designers will play a role in the educational plan but noted it should be the community and educators who are crafting the plan. He commented that the districts have the support of the Board and he looks forward to working in partnership with these districts.

Ms. Kwan commented that the Board will be reviewing the new guidelines for science lab spaces later in the meeting and noted that the guidelines will be made public soon. She explained that districts will be asked to have educational plans that conform to the new guidelines. She informed districts that the National Science Teachers Conference will be held in Boston in the spring of 2020. She noted that the conference is the most cost-effective way for science teachers to receive training.

Mr. Cronin commented that the Board wants to see projects be successful. He encouraged districts to start looking at project costs and to work closely with their consultants as reimbursement rates may not meet district expectations when applied to eligible project costs. He noted that the Division of Local Services website has tools that can be helpful for districts, such as the debt calculator and tax impact calculator.

Mr. Cronin explained that he would like to abstain from voting as he is a resident of Stoneham and a former employee of the Town of Brookline.

VOTE: *There being no further questions or comments, the Board approved the Motion to invite certain communities to the Eligibility Period by majority – 5 in favor, 1 abstaining.*

James MacDonald, MSBA Chief Executive Officer, thanked Diane Sullivan, Katie DeCristofaro, and their team for all of their work with the Statements of Interest (SOIs), including the many site visits they attended. He commented that the MSBA could only invite in twelve SOIs due to the limitations in the annual cap. He presented a PowerPoint presentation that showed pictures of building deficiencies from the site visits. These deficiencies were in districts that could not enter the MSBA's pipeline because the MSBA reached its funding cap.

Mr. MacDonald noted that the Treasurer filed a bill to have a conversation regarding the annual cap at the MSBA. He congratulated the districts that were invited into Eligibility Period today and commented that he is excited to work with each district for better schools for the children of the Commonwealth.

The Chairman commented that construction costs have escalated for many reasons. She noted that she travels throughout the state weekly and continuously observes failing building conditions that teachers must work around to educate their students. She congratulated the districts that were invited into the Eligibility Period today.

Invitation to Feasibility Study

MSBA Capital Program Manager Katie DeCristofaro explained that staff is recommending that the Board vote to invite the following districts to collaborate with the MSBA to conduct a Feasibility Study: the Town of Andover for the West Elementary School, the Groton-Dunstable Regional School District for the Florence Roche School, the Town of Medfield for the Dale Street Elementary School, and the Town of Watertown for the Watertown High School. She explained that these districts have completed the necessary prerequisites and provided a brief summary of the enrollment options for the districts.

The Chairman asked for a motion, and the following motion was made by Mr. Deninger and seconded by Ms. Kwan:

Vote on Inviting Communities to Collaborate with the MSBA to Conduct a Feasibility Study

VOTED: That the Executive Director is hereby authorized to invite certain communities to collaborate with the MSBA to conduct and/or review a Feasibility Study, as described in 963 CMR 2.00 *et seq.*, and subject to any conditions set forth in Exhibit B, for each of the schools listed in Exhibit B attached hereto.

VOTED: That the Executive Director is hereby authorized to do all acts, to execute and deliver any and all documents and agreements, and to expend all funds necessary or desirable in connection with conducting and/or reviewing a Feasibility Study for each of the schools listed in Exhibit B.

Andover Superintendent Dr. Sheldon Berman thanked the Board and MSBA staff for the smooth process and support. He commented that he is excited and looks forward to the next phase in the process.

The December 12, 2018 minutes were approved by the MSBA's Board of Directors at the February 13, 2019 meeting.

Andover School Committee Chairman Shannon Scully thanked the Board and MSBA staff for their support and partnership.

Groton-Dunstable Regional School District Superintendent Dr. Laura Chesson thanked the Board and MSBA staff.

The Chairman commented that State Representative Shawn Dooley, State Representative Denise Garlick, and State Senator Paul Feeney sent a letter offering their support for the project at the Dale Street Elementary School in Medfield.

Medfield Superintendent Jeffrey Marsden commented that he is looking forward to the next phase in the MSBA process.

Medfield School Committee Chair Anna Mae O'Shea Brooke expressed her gratitude to the MSBA.

State Senator William Brownsberger thanked the Board and MSBA staff for their support and consideration for the project at the Watertown High School.

Watertown Town Manager Michael Driscoll thanked the Board and MSBA staff. He commented that he is excited to be on the agenda today and is hopeful for a favorable vote.

Watertown Superintendent Dr. Deanne Galdston thanked the Board and MSBA staff on behalf of the community. She commented that she looks forward to moving forward with the project.

Ms. Kwan commented that the MSBA has new science space guidelines that will be made public soon. She encouraged districts to become familiar with them and add them to their educational plans. She commented that districts should make sure that educators are driving the design of the educational plans and not the designers.

***VOTE:** There being no further questions or comments, the Board approved the Motion to invite several communities to collaborate with the MSBA to conduct a Feasibility Study by majority – 6 in favor, 0 abstaining.*

Approval of Project Scope and Budget Agreement and Authorization for Project Funding Agreement

MSBA Director of Project Management, John Jumpe, explained that the Board is now being asked to approve a Project Scope and Budget Agreement and to authorize the MSBA to enter into a Project Funding Agreement for a project at the Ivan G. Smith Elementary School located in the Town of Danvers. He presented a PowerPoint and provided a brief summary of the proposed project. He explained that the proposed project is to replace the existing Ivan G. Smith Elementary School with a new K-5 facility on the existing site.

The District submitted a total project budget of \$52,000,000. As shown in the PowerPoint presentation, the basis of the MSBA grant would be \$35,777,829, and the proposed Estimated Maximum Total Facilities Grant would be \$19,842,384 with the District's 55.46% reimbursement rate.

The Chairman then asked for a motion, and the following motion was made by Mr. Sullivan and seconded by Mr. Cronin:

Vote to Authorize the Executive Director to Execute a Project Scope and Budget Agreement and Project Funding Agreement with the Town of Danvers

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the Potential Project to replace the existing Ivan G. Smith Elementary School with a new K-5 facility on the existing site, as further described in the materials presented to the Board and attached hereto and as such Proposed Project shall be further defined in the Project Scope and Budget Agreement, and authorizes the Executive Director to take all steps necessary to execute and deliver a Project Scope and Budget Agreement and Project Funding Agreement with the Town of Danvers, in such forms as he may determine to be acceptable, for the Ivan G. Smith Elementary School project at a reimbursement rate of fifty-five and forty-six hundredths percent (55.46%) of approved, eligible costs, up to an Estimated Maximum Total Facilities Grant of \$19,842,384, which shall not include any funds for owner's or construction contingency expenditures; that the Board of Directors hereby further authorizes the Executive Director to increase the Estimated Maximum Total Facilities Grant up to a Maximum Total Facilities Grant of \$20,488,662, in the event that the MSBA determines, in its sole discretion, that any owner's and/or construction contingency expenditures are eligible for reimbursement pursuant to MSBA regulations, guidelines, or policies; that the Board of Directors hereby further authorizes the Executive Director to expend funds in accordance with such Project Funding Agreement.

State Representative Theodore Speliotis thanked the Board for moving forward with the project at the Ivan G. Smith Elementary School. He commented that the building is deteriorating, and the project is unusual because the Town is doubling the size of the building.

Danvers Superintendent Dr. Lisa Dana thanked the Board and MSBA staff. She commented that she appreciates the partnership and is excited and ready to move on to the next phase of the project.

VOTE: *There being no further questions or comments, the Board approved the Motion to Execute a Project Scope and Budget Agreement and Project Funding Agreement with the Town of Danvers by majority – 6 in favor, 0 abstaining.*

MSBA Director of Project Management, John Jumpe, explained that the Board is now being asked to approve a Project Scope and Budget Agreement and to authorize the MSBA to enter into a Project Funding Agreement for a project at the Mattacheese Middle School located in the Dennis-Yarmouth Regional School District. He presented a PowerPoint and provided a brief summary of the proposed project. He explained that the proposed project is to replace the existing Mattacheese Middle School and Wixon Innovation School with a new grades 4-7 facility on the Station Avenue Site.

The District submitted a total project budget of \$116,978,831. As shown in the PowerPoint presentation, the basis of the MSBA grant would be \$76,946,023, and the proposed Estimated Maximum Total Facilities Grant would be \$44,366,565 with the District's 57.68% reimbursement rate.

The Chairman then asked for a motion, and the following motion was made by Ms. Kwan and seconded by Mr. Deninger:

Vote to Authorize the Executive Director to Execute a Project Scope and Budget Agreement and Project Funding Agreement with the Dennis-Yarmouth Regional School District

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the Potential Project to replace the existing Mattacheese Middle School and Wixon Innovation School with a new grades 4-7 facility on the Station Avenue site, as further described in the materials presented to the Board and attached hereto and as such Proposed Project shall be further defined in the Project Scope and Budget Agreement, and authorizes the Executive Director to take all steps necessary to execute and deliver a Project Scope and Budget Agreement and Project Funding Agreement with the Dennis-Yarmouth Regional School District, in such forms as he may determine to be acceptable, for the Mattacheese Middle School project at a reimbursement rate of fifty-seven and sixty-eight hundredths percent (57.68%) of approved, eligible costs, up to an Estimated Maximum Total Facilities Grant of \$44,366,565, which shall not include any funds for owner's or construction contingency expenditures; that the Board of Directors hereby further authorizes the Executive Director to increase the Estimated Maximum Total Facilities Grant up to a Maximum Total Facilities Grant of \$45,318,744, in the event that the MSBA determines, in its sole discretion, that any owner's and/or construction contingency expenditures are eligible for reimbursement pursuant to MSBA regulations, guidelines, or policies; that the Board of Directors hereby further authorizes the Executive Director to expend funds in accordance with such Project Funding Agreement.

Dennis-Yarmouth Regional School District Superintendent Carol Woodbury thanked the Board and MSBA staff for this opportunity. She commented that the MSBA process is very rigorous, adding that she has learned a lot and the MSBA staff has been very helpful along the way. She noted that she is excited for the opportunity that this project will create for the students.

School Building Committee Chair Joe Tierney thanked the MSBA and noted that the project will be great for both Towns.

Yarmouth Town Administrator Daniel Knapik commented that the Town would like to thank the Board and MSBA for this tremendous opportunity, but asked that the project not move forward until the Towns of Dennis and Yarmouth figure out the situation regarding their regional agreement and funding the project.

The Executive Director commented that the school district had a district-wide election for project funding that passed on a district-wide level but the debt exclusion failed in Yarmouth. He added that Dennis and Yarmouth need to resolve any remaining issues regarding their voting process within 120 days from today's Board vote. He offered to visit the district.

Mr. Deninger commented that the district should reach out if there is anything DESE can do to help.

Mr. Sullivan noted that he appreciates the comments from the district. He explained that he is supportive of approving the project but noted that any issues need to be resolved and that he hopes that Dennis and Yarmouth can move forward with the project.

***VOTE:** There being no further questions or comments, the Board approved the Motion to Execute a Project Scope and Budget Agreement and Project Funding Agreement with the Dennis-Yarmouth Regional School District by majority – 6 in favor, 0 abstaining.*

MSBA Director of Project Management, John Jumpe, explained that the Board is now being asked to approve a Project Scope and Budget Agreement and to authorize the MSBA to enter into a Project Funding Agreement for a project at the Minot Forest Elementary School located in the Town of Wareham. He presented a PowerPoint and provided a brief summary of the proposed project. He explained that the proposed project is to replace the existing Minot Forest and John William Decas Elementary Schools with a new facility that will serve grades PK-4 on the site of the existing Minot Forest Elementary School.

The District submitted a total project budget of \$90,474,182. As shown in the PowerPoint presentation, the basis of the MSBA grant would be \$68,874,835, and the proposed Estimated Maximum Total Facilities Grant would be \$50,841,225 with the District's 74.98% reimbursement rate.

The Chairman then asked for a motion, and the following motion was made by Mr. Deninger and seconded by Ms. Kwan:

Vote to Authorize the Executive Director to Execute a Project Scope and Budget Agreement and Project Funding Agreement with the Town of Wareham

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the Potential Project to replace the existing Minot Forest and John William Decas Elementary Schools with a new facility that will serve grades PK-4 on the site of the existing Minot Forest Elementary School, as further described in the materials presented to the Board and attached hereto and as such Proposed Project shall be further defined in the Project Scope and Budget Agreement, and authorizes the Executive Director to take all steps necessary to execute and deliver a Project Scope and Budget Agreement and Project Funding Agreement with the Town of Wareham, in such forms as he may determine to be acceptable, for the Minot Forest Elementary School project at a reimbursement rate of seventy-four and ninety-eight hundredths percent (74.98%) of approved, eligible costs, up to an Estimated Maximum Total Facilities Grant of \$50,841,225, which shall not include any funds for owner's or construction contingency expenditures; that the Board of Directors hereby further authorizes the Executive Director to increase the Estimated Maximum Total Facilities Grant up to a Maximum Total Facilities Grant of \$51,809,239, in the event that the MSBA determines, in its sole discretion, that any owner's and/or construction contingency expenditures are eligible for reimbursement pursuant to MSBA regulations, guidelines, or policies; that the Board of Directors hereby further authorizes the Executive Director to expend funds in accordance with such Project Funding Agreement.

The December 12, 2018 minutes were approved by the MSBA's Board of Directors at the February 13, 2019 meeting.

Wareham Superintendent Kimberly Shaver-Hood thanked the Board and MSBA staff for their partnership, adding that the Town could not complete this project without the MSBA. She commented that she looks forward to moving forward with the project and continuing the partnership.

The Chairman commented that State Senator Marc Pacheco sent a letter offering his support for the project at the Minot Forest Elementary School in Wareham.

VOTE: *There being no further questions or comments, the Board approved the Motion to Execute a Project Scope and Budget Agreement and Project Funding Agreement with the Town of Wareham by majority – 6 in favor, 0 abstaining.*

Audit

Tamia Buckingham, MSBA Director of Audit, began her audit update by explaining that the MSBA received the final requests for the two remaining grant conversion projects to close out, adding that she looks forward to bringing the final audits to the Board in the near future. To date, the MSBA has audited \$15.7 billion in costs for Waiting List and prior grant projects.

The Director of Audit then explained that the MSBA has completed final audits for 472 Capital Pipeline Program projects plus nine projects that are being presented for final approval to the Board today, all together representing approximately \$5.32 billion in submitted and audited costs.

She continued, explaining that the MSBA has also audited approximately \$2.88 billion in submitted costs for the 227 projects currently submitting monthly requests for reimbursement. Based on the Total Project Budget information and submitted costs to date of approved projects, the MSBA estimates that approximately \$2.76 billion in additional costs will be submitted for audit for these projects.

The Director of Audit then explained that monthly submitted costs have averaged \$71.9 million over the 12 months preceding this Board meeting, and the total amount submitted and audited in this 12-month period equals approximately \$863 million.

Approval of Audits, New Program

The Director of Audit explained that the Board is being asked to approve nine Capital Pipeline Program audits listed on the Audit Exhibit. She explained that the total combined grant amount for these nine projects is \$46,650,142.

The Chairman then asked for a motion, and the following motion was made by Ms. Kwan and seconded by Mr. Sullivan:

Approval of Audit Costs for Several Projects

VOTED: That the Board of Directors of the Massachusetts School Building Authority hereby approves the final audited approved grant amounts for each of the projects listed in the spreadsheet attached hereto as Exhibit C and authorizes the Executive Director to make payments consistent with this vote.

The December 12, 2018 minutes were approved by the MSBA's Board of Directors at the February 13, 2019 meeting.

***VOTE:** There being no additional questions or comments, the Board approved the Motion by majority – 6 in favor, 0 abstaining.*

MSBA Updates

Executive Director's Report

The Executive Director began his report by thanking the MSBA staff members for their hard work in preparing for the Board. He noted that since the October 31, 2018 Board meeting, the MSBA has visited 19 projects and as of December 7, 2018, nine districts have voted affirmatively to appropriate full project funds or feasibility study funds. He explained that the MSBA anticipates making 16 project visits in December, January and February and presented a list of the upcoming district visits as part of his PowerPoint presentation. Staff have also attended several project milestone ceremonies. He explained that since the last Board meeting, MSBA staff have engaged in outreach with multiple school districts and have attended several meetings where they have participated as presenters and as stakeholders.

Next, the Executive Director shared that General Counsel Dennis Ryan will be leaving the MSBA around the first of the year. Dennis is leaving the MSBA to join the Massachusetts Department of Transportation and will assist them with public-private partnerships. He thanked Dennis for his service and commented that he will truly be missed.

Mr. Sullivan thanked Mr. Ryan for his service. He commented that he is a valuable and innovative person and he is happy to hear he will be working at the Department of Transportation.

The Chairman commented that she has worked with Mr. Ryan for four years. She wished Mr. Ryan good luck, adding that he will be missed at the MSBA.

Mr. Ryan commented that he appreciates the opportunity he had to work at the MSBA. He noted that he enjoyed working at the MSBA and he learned a lot in his time here. He thanked the Board.

Project Overview Report

Next, the Director of Capital Planning, Mary Pichetti, presented a PowerPoint, including a summary of bid data. She summarized available data for anticipated bids for the 2018, 2019 and 2020 calendar years noting that this information is preliminary. She reported that eleven Core Program projects received a bid in 2018 and eight of the reported bids came in within the estimated budget. As part of her presentation, the Director of Capital Planning presented a chart on bid data for the projects in the MSBA Capital Pipeline. She then provided bid data for the MSBA's Accelerated Repair Program. She explained that for the 2017 Accelerated Repair Program, nine of the eleven reported projects bid within the estimated budget. Eleven projects are anticipated to bid by the February Board of Directors meeting.

Review of Best Practices for K-12 STEM Learning Spaces

MSBA Senior Architect Karl Brown introduced consultant Jake Foster to provide an update on the STEM Learning Spaces.

Mr. Foster explained that he and consultant Laura Smith developed a report of best practices for how schools should be using STEM learning spaces. They evaluated room types, sizes, and usage patterns that are appropriate for K-8 based on Massachusetts STEM curriculum frameworks. He explained that they reviewed the safety needs, policies, and staff professional development that should be in place for effective and safe operation of hands-on STEM learning. He commented that he hopes to work with districts to help them think about STEM program spaces and use for their schools.

Mr. Brown commented that MSBA staff is looking forward to receiving the final report from Mr. Foster next week and will be publishing the report for district use.

Mr. Deninger commented that he was able to read some of the report and that it was a very detailed, high quality report. He noted that he looks forward to reading the final report.

Ms. Kwan commented that she enjoyed what she has read so far. She commented that the report will be very useful for districts educationally, adding that the report will help districts set up labs safely and not have these spaces wasted.

The Chairman commented that she is thrilled that the MSBA did this work on STEM spaces. She thanked Mr. Foster for his work and commented that she looks forward to the implementation.

Finance

Sales Tax Collection Update

MSBA Financial Administration Manager, Julie Leonard, presented a PowerPoint and provided a FY19 SMART Collections update. The FY19 Consensus Revenue Estimate of \$858.9 million would represent growth of 1.29% over the FY18 unaudited amount. The FY19 collections through October 2018 are \$14.989 million (5.38%) higher than FY18 collections during the same period.

She presented a slide with a graphical depiction of FY15 - FY19 monthly SMART fund collections, and then quarterly SMART collections from FY14 - FY19, followed by year-to-date SMART collections by year from FY14 - FY19.

Grant Payments Update

MSBA Treasurer, Gianpiero Tirella, provided an update regarding MSBA grant payments for projects, noting that the MSBA has made \$214,052,825 in grant payments to date in Fiscal Year 2019. This is for 191 Capital Pipeline Program, Prior Grant, and Waiting List projects in 130 districts.

FY 19 Budget Update

MSBA Chief Financial Officer, Laura Guadagno, provided the Board with a FY19 budget update. She presented a PowerPoint and provided a summary of the Administrative, Operations and Grant Programs Budget and the Capital Pipeline Professional Support Services Budget for FY19 with a summary of expenditures to date.

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There was a brief discussion among Board members regarding the spending cap and borrowing capacity.

Mr. Ryan commented that he wanted to thank his team, Christine Nolan, who is currently out on maternity leave, Brian Kelley, Colleen Smith, Siobhan Tolman, and Donna Paul.

The meeting was adjourned at 12:00 p.m.

List of documents and exhibits used at the meeting:

- PowerPoint Presentation
- October 31, 2018 Board Meeting Minutes
- Invitation to Eligibility Period
- Invitation to Feasibility Study
- Project Scope and Budget Phase Recommendations
- Audit Status Report
- Recommendation for Approval of Final Audits, Capital Pipeline Program
- Executive Director Report
- Project Overview Report
- Sales Tax Collection Update
- Grant Payments Update
- FY19 Budget Update