

**Boquet Valley CSD**  
**Public Budget Hearing & Regular Meeting**  
**Tuesday, May 7, 2024 @ 6:00 PM**  
**Lake View Campus - Westport, NY**

**OFFICIAL MINUTES**

**1. Call to Order** **At:** 6:02 PM **By:** President Garvey

**2. Pledge of Allegiance**

**3. Roll Call**

<input checked="" type="checkbox"/> Tom Broderick	<input checked="" type="checkbox"/> Dina Garvey	<input checked="" type="checkbox"/> Evan George	<input type="checkbox"/> Sarah Kullman
<input checked="" type="checkbox"/> Heather Reynolds	<input checked="" type="checkbox"/> Sue Russell-entered 6:10 PM		<input checked="" type="checkbox"/> Micah Stewart

**4. Attendees**

Present: Joshua Meyer, Superintendent  
Jana Atwell, District Clerk  
Sharlene Petro-Durgan, District Treasurer

Visitors: Susan Frisbie	Robyn LePage	Edward Albright
Samantha Meachem	David Reynolds	Sarah Rice
Deborah Pulsifer	Medara Sherman	Emily Abruzzi
Jason Heist	Darlene Hooper	Jim Jackson
Hedy Merrihew	Debra Spaulding	Rebecca Hoskins
Cindy Monty	Amy Welch	Mary Lou Morgan
Shari Morris	George Hainer	

**5. Public Budget Hearing on the Proposed 2024-2025 Spending Plan**

a. Presentation on the proposed \$15,651,006 spending plan for the 2024-2025 school year. See attached.

b. Question and feedback session.

Charli Lewis: Questioned why the tax levy continues to increase and how the reserves are increased.

Response: Superintendent Meyer stated the proposed budget is staying within the tax cap however, costs continue to increase. Reserves can be increased from excess funds at the end of the year and transferring from other reserves, money to increase a reserve cannot come from the tax levy.

Cindy Monty: Posed questions regarding the two reserve propositions.

Response: The original reserves are from a combination of Board approved reserves from the Elizabethtown-Lewis Central School and the Westport Central School. Additional monies have continued to be added to these reserves since merging including some incentive aid and fund balance.

Edward Albright: Requested an explanation of the higher cost related to consultants.

Response: As a long-term facility solution, a decision was made following the capital project vote to hire a consultant to work with the district and facilities committee.

Gay Olcott: Asked if the money in reserves is earmarked?

Response: There is no project slated for this time. If there is a decision moving forward, the community must vote to use any money from the reserve(s).

Edward Albright: Looking for clarification on the reserve propositions.

Response: The voters are being asked to vote on two reserve propositions, (1) to establish a 2024 Capital Project Reserve Fund by transferring the remaining balance from the existing ELCS Capital Improvement Reserve and the WCS Capital Improvement Reserve, and (2) to establish a 2024 Transportation and Maintenance Equipment Reserve Fund by transferring the remaining balance from the existing ELCS Transportation & Maintenance Equipment Reserve.

Darlene Hooper: Questioned why the District is waiting to use money from the reserves when issues have already risen.

Response: The first capital project vote was scheduled for 2021 but was continued to be pushed back and became unknown as to when the vote would actually take place. Several solutions to repair have been attempted during this period while we were waiting for a long-term solution.

Gay Olcott: Asked what if reserve propositions are not passed?

Response: The money will go back into the fund balance and we will be in violation of the allowable unassigned fund balance. Voter approval will be needed to create a new reserve.

Deb Spaulding: Shared her thoughts regarding failed reserves going back into the general fund. Expressed concern for years worth of issues that have continued to be patched but not fully repaired.

Response: The District was waiting for results to determine the long-term solution. A roof project has been fast tracked as a result of the failed capital project vote.

Sarah Kingzack: Commented on the total cost of roof repair.

Jason Heist: Inquired about the price on the roof project and what it is replacing.

Response: There is a roof replacement resolution on tonight's agenda for an expenditure in the maximum amount of \$750,000. Work being done is based upon the recommendations received from, and tests that were done by, the professionals (roofer, architect, construction manager, etc.).

Micah Stewart: The District puts trust in the professionals while being considerate of our taxpayers.

Edward Albright: Commented on an income versus expense budget.

Paul Fenton: Asked if the asbestos report has been received.

Response: No reports, asbestos or air quality, have been received yet.

Jason Heist: Questioned what happens if the roof project goes over \$750,000.

Response: It would be brought back to the Board for potential approval of any additional cost.

Motion to close public hearing and open regular meeting at 7:04 PM.

Motion: Heather Reynolds    Second: Tom Broderick    Yes: 6 No: 0 Abstain: 0 Accept

## **6. Approval of Minutes**

- a. Approve the minutes of the April 11, 2024 Regular Meeting, April 18, 2024 Special Meeting and April 23, 2024 Budget Meeting as presented.

Motion: Sue Russell    Second: Micah Stewart    Yes: 6 No: 0 Abstain: 0    Accept

## **7. Public Comment (15 minutes)**

- a. Our agenda offers two Public Comment sections, one at the beginning of the meeting and one at the end of the meeting. At this time, we have set aside a 15 minute period giving anyone in the audience time to share their thoughts with us. Please raise your hand and be acknowledged by the Board President. When called upon, please identify yourself and give your address, limiting your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Deb Spaulding: How many students are there in different electives?

Darlene Hooper: Questioned if the reports from Atlantic Testing and the Department of Labor had been received, what are the plans for the safety of staff and students, and will this information be publicized?

Superintendent Meyer stated results have not been received to date but will be shared at the next regular meeting once received. Plans are being developed dependent upon results.

Jim Jackson: Shared his concerns regarding the removal of carpets and tiles, and the potential for asbestos. Asked if quotes have been received for potential abatement?

Darlene Hooper: Asked if removal of these items were being done at the LVC? Superintendent Meyer said he was aware of removal but unsure if there is asbestos involved.

Jim Jackson: Stated inventory of all asbestos is available in a manual.

Edward Albright: Advised the Board they must go out of its way to keep all informed, the Board needs to do what is right for the community.

## 8. Executive Session

Specifically, the Board anticipates entering into Executive Session (#6) to discuss the medical, financial, credit or employment history of a particular person or persons.

In: 7:14 PM Motion: Sue Russell Second: Evan George Yes: 6 No: 0 Abstain: 0  
Accept

Out: 7:41 PM Motion: Tom Broderick Second: Sue Russell Yes: 6 No: 0 Abstain: 0  
Accept

No action taken.

## 9. Financials

a. Approve the following financial reports:

- i. Warrant 10A dated 4/5/24
- ii. Warrant 10B dated 4/12/24
- iii. Warrant 10C dated 4/19/24
- iv. Warrant 10D dated 4/26/24
- v. Budgetary Transfer Report 4/1/24 to 4/30/24
- vi. Claims Audit Report April 2024

Motion: Sue Russell Second: Heather Reynolds Yes: 6 No: 0 Abstain: 0 Accept

## 10. CSE Recommendations

- a. Accept and approve the following CSE recommendations school year 2023-2024 for student #8794, 1226, 12391, 12549, 12604, 12674, 12667 and 12637.
- b. Accept and approve the following CSE recommendations school year 2024-2025 for student #2716, 8794, 8798, 1226, 12599, 12391, 12550, 2820, 12584, 1224, 12390, 2927, 12663, 12604, 1301, 12548, 12507, 12481, 1299 and 1214.

Motion: Evan George Second: Sue Russell Yes: 6 No: 0 Abstain: 0 Accept

## 11. Action Items - Consent Agenda

- a. Authorize the opening of the May 2023 Annual Budget Vote & Election ballot box for the destruction of the ballots contained therein.
- b. Accept and approve the bids received through Auctions International for the sale of the following items:
  - i. 2016 Dodge Grand Caravan \$3,900
  - ii. 2010 International bus \$2,025

Motion: Heather Reynolds Second: Evan George Yes: 6 No: 0 Abstain: 0 Accept

## 12. Personnel - Consent Agenda

- a. Approve the appointment of Karen Reynolds as a tutor for the 2023-2024 school year at an hourly rate of \$52.00 effective April 19, 2024.

- b. Approve the following substitute appointments effective May 8, 2024 at the rate per the current Board approved substitute salary pay chart pending receipt of fingerprint clearance:
  - i. Sydney Bisselle (non-certified) teacher, teacher assistant and teacher aide
  - ii. Elizabeth Hickey (non-certified) teacher, teacher assistant and teacher aide
- c. Approve the request as submitted by Kelsey Marvin for an extension of her maternity leave through June 26, 2024.
- d. Approve the long-term substitute daily pay rate increase per the Board approved substitute salary pay chart for Kendra Goff long-term (non-certified) substitute for Kelsey Marvin from a daily rate of \$125 to a daily rate of \$150.00 effective May 16, 2024 (days 51-100).
- e. Accept and approve the letters of resignation as submitted by:
  - i. Suzette Montville from her position as Pre-K teacher effective June 30, 2024,
  - ii. Jenifer O’Neill from her position as Technology teacher effective June 30, 2024, and
  - iii. Heather Olson from the extracurricular positions of Music Ensemble (jazz band) advisor and Talent Show co-advisor for the 2023-2024 school year.
- f. Approve the appointment of the following extra-curricular positions for the 2023-2024 school year at the stipend per the current BVFT contract:
  - i. Amy Welch - Talent Show Co-Advisor

Motion: Evan George      Second: Sue Russell      Yes: 6 No: 0 Abstain: 0      Accept

- ii. Terry Egglefield - Volunteer Assistant Varsity Softball (no stipend)
- iii. Bob Rice - Volunteer Assistant Varsity Baseball (no stipend)
- iv. Larry Cooney - Volunteer Assistant Varsity Baseball (no stipend)
- v. Amanda Pulsifer - Volunteer Assistant Modified Softball (no stipend)
- vi. Terry Pulsifer - Volunteer Assistant Modified Softball (no stipend)

Motion: Tom Broderick      Second: Micah Stewart      Yes: 6 No: 0 Abstain: 0      Table

### 13. Policy - None at this time

### 14. Superintendent’s Update

- a. Superintendent’s Report
  - i. Roof Replacement Resolution

**WHEREAS**, the Boquet Valley Central School District (“District”) is a merged District comprised of the former Elizabethtown-Lewis Central School District and Westport Central School District; and,

**WHEREAS**, such merger occurred in 2019 and the two school facilities from the prior school districts have been and continue to be maintained and utilized by District; and,

**WHEREAS**, one such facility, the District’s Westport Lake View Campus building, is in deteriorating condition; and,

**WHEREAS**, the Westport Lake View Campus building experienced unexpected further deterioration over the winter months of the 2023-2024 school year including to the roof of such building; and,

**WHEREAS**, the deterioration of the Westport Lake View Campus building roof needs immediate replacement; and,

**WHEREAS**, it has been determined that replacement to the Westport Lake View Campus building roof (“Project”) is essential to ensure it is safe and functional for students and staff; and,

**WHEREAS**, the Board is empowered to determine that the expense of the Project is an ordinary contingent expense within the meaning of New York State Education Law §2023 and 8 NYCRR Part 170.2 of the Commissioner’s Regulations; and,

**WHEREAS**, the Project is deemed a public emergency arising out of an unforeseen occurrence or condition affecting public buildings as set forth in General Municipal Law §103(4) and if unattended to will present a safety and health hazard to those who utilize the Westport Lake View Campus building:

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education hereby:

- 1) Resolves, determines, and declares the roof replacement project at the Westport Lake View Campus facility is an emergency under GML §103(4) and in need of replacement to ensure the safety and health of school occupants.
- 2) Resolves that the cost of the Project at the Westport Lake View Campus facility, including incidental costs and expenses, constitutes an ordinary contingent expense within the meaning of Education Law §2023 and 8 NYCRR Part 170.2 of the Commissioner’s Regulations of the Commissioner of Education and hereby authorizes the expenditure of those funds necessary for such purposes, in the maximum amount of \$750,000 to expedite work on the Project; and,
- 3) Authorizes the Superintendent of Schools to take all action(s) necessary to implement this resolution including making transfers between and within functional unit appropriations in the general fund in order to pay the cost of this ordinary contingent expense.

Motion: Heather Reynolds      Second: Evan George      Yes: 6 No: 0 Abstain: 0      Accept

ii. 2024 CAPITAL PROJECT SEORA RESOLUTION

**WHEREAS**, the Board of Education of the Boquet Valley Central School District (“Board”) is proposing to undertake a project consisting of the emergency replacement of the existing roof and associated work on the District’s Westport Lake View Campus building at the above site (“the Proposed Action” or “Project”) due to serious damage to the roof threatening its structural integrity and the safety and health of those who use the building; and,

**WHEREAS**, the State Environmental Quality Review Act (“SEQRA”) and the regulations thereunder require the Board to undertake a review of the potential environmental impacts, if any, associated with the Project before approving same; and,

**WHEREAS**, the Board wishes to fully comply with its obligations under SEQRA and the regulations thereunder with respect to the Project; and,

**WHEREAS**, the Board has carefully considered the nature and scope of the Project; and,

**WHEREAS**, upon review of the foregoing, the Board finds the Project will not have a significant adverse impact on the environment, and makes the following determinations:

1. The Project involves an immediate roof replacement to the areas of the Westport Lake View Campus building consisting of substantive repairs to the affected roof areas and perform any additional steps necessary to correct the roof issues to preserve the property so that the safety of students, staff, and the structure of the building can be insured, all of which is existing space and involves no construction of additions, and any associated work (“the Project”).
2. The Project represents maintenance or repair involving no substantial changes in an existing facility or structure within the meaning of 6 NYCRR 617.5(c)(1); and/or alternatively the replacement, rehabilitation or reconstruction of a structure or facility in kind within the meaning of 6 NYCRR 617.5(c)(2).

3. The Project will in no case have a significant adverse impact based on the environment based on the criteria contained in 6 NYCRR § 617.7(c) and is not otherwise a Type I action as defined by 6 NYCRR § 617.4.

4. The Project is a Type II action within the meaning of 6 NYCRR 617.5 and is therefore not subject to review under SEQRA and the regulations thereunder.

**NOW THEREFORE BE IT RESOLVED**, that:

1) The Board finds and concludes that the proposed action is a Type II action within the meaning of 6 NYCRR 617.5 and therefore is not subject to review under SEQRA and the regulations thereunder; and,

2) A copy of this Resolution shall be sent to any involved or interested agencies.

Motion: Micah Stewart      Second: Tom Broderick      Yes: 6 No: 0 Abstain: 0      Accept

### **15. Public Comment (15 minutes)**

- a. Our agenda offers two Public Comment sections, one at the beginning of the meeting and one at the end of the meeting. At this time, we have set aside a 15 minute period giving anyone in the audience time to share their thoughts with us. Please raise your hand and be acknowledged by the Board President. When called upon, please identify yourself and give your address, limiting your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Darlene Hooper: Concerned not all were able to complete exit survey from capital project vote, will new surveys be sent?

Superintendent Meyer stated, based upon March BOE meeting, that decisions will be left up to the new Facilities Committee.

Deb Spaulding: Expressed her opinion regarding the sale of items and the use of Auctions International.

Cindy Monty: Asked when will the results of the Facilities Committee be announced?

Superintendent Meyer stated this will happen at the June BOE meeting.

Assistant Principal Megan Walls shared exciting things happening at the Lake View Campus (increased attendance, students of the month, Wonka Time).

Board Member Evan George stated that he had recently attended a very well done program sponsored by BRIEF regarding youth mental health and addiction.

### **16. Executive Session**

Specifically, the Board anticipates entering into Executive Session for the following reasons:

- a. (#6) To discuss the medical, financial, credit or employment history of a particular person or persons,
- b. (#5) Collective negotiations pursuant to article 14 of the Civil Service Law, and
- c. (#4) Discussions involving proposed, pending or current litigation.

In: 7:52 PM Motion: Sue Russell Second: Tom Broderick Yes: 6 No: 0 Abstain: 0  
Accept

Out: 9:44 PM Motion: Evan George Second: Micah Stewart Yes: 6 No: 0 Abstain: 0  
Accept

No action taken.

**17. Next Meeting**

- a. Annual Budget Vote & Election Tuesday, May 21, 2024 12:00 PM - 8:00 PM  
Mountain View Campus
- b. Regular Meeting Thursday, June 13, 2024 6:00 PM Lake View Campus

**18. Adjournment**

Time: 9:45 PM Motion: Dina Garvey Second: Heather Reynolds Yes: 6 No: 0 Abstain: 0  
Accept

Minutes are not official until approved by the Board of Education.

Date approved by the BOE: June 13, 2024

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Jana Atwell, District Clerk