

LOWER PIONEER VALLEY EDUCATIONAL CORPORATION

174 Brush Hill Avenue
West Springfield, MA 01089

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MINUTES

Board of Directors' Meeting

June 21, 2017

1. The meeting was called to order by the President of the Corporation, Mr. Sean Kennedy. The meeting began at 6:04 p.m. The following were present:

Board of Directors: Ms. Elizabeth Boucher, East Longmeadow
Ms. Sean Kennedy, Hampden-Wilbraham Regional
Mr. Charles Mullen, Ludlow
Mr. Jeffrey Houle, Southwick-Tolland-Granville Regional

LPVEC: Mr. Andrew Churchill, Executive Director
Ms. Anna Bishop, Director of Finance
2. There were no public comments or communications.
3. Mr. Mullin moved to approve the minutes of the November 16, 2016, as presented. Mr. Houle seconded. Approved unanimously.
4. With regard to the Boston Road transportation property, Ms. Bishop reported that the issue with stormwater runoff has not re-surfaced and our attorney has advised that we only address the situation when required. She also reported that the underground fueling station project has almost been completed and we will soon be able to receive bulk delivery.
5. Mr. Churchill noted that the alternative high school program was moved out of the Front Street property and is now housed at Brush Hill. Ms. Bishop reported that since the Front Street property has been vacant for some time, she has requested proposals for a broker to market the property for sale. Mr. Mullin moved to award the RFP entitled "Commercial Real Estate Broker" opened on June 7, to MAI Plotkin on the basis of being the most advantageous responsive and responsible bidder and authorize the Executive Director to execute an agreement with same. Ms. Boucher seconded. Approved unanimously.
6. Mr. Churchill reported that with the increased demand for autistic programs, the Special Education department requires additional space to accommodate. An RFP will be published in order to find appropriate building space.
7. Mr. Churchill reported that we are heading into our third year with our CTEC Machine Technology Program. We are at capacity and need to expand the program due to enrollment needs. We have entertained bids to open an adjacent shop wall and convert a portion of that adjacent shop for Machine Tech equipment. Ms. Boucher moved to award the Bid entitled "New Machine Shop Partition" opened June 19, to Inglewood Development Corp. on the basis of being the lowest responsive and responsible bidder. Mr. Mullin seconded. Approved unanimously.
8. Ms. Bishop noted that lease agreements for property owned by the Corporation and leased to the Collaborative have been renewed based on the debt on the properties which has been reduced by \$65,000 annually. The reduction is reflected in the lease amounts across all five properties.

Mr. Mullin moved to approve the five-year lease agreement for the Corporation property at 384 Shoemaker Lane, Agawam to the Collaborative in the amount \$60,000 per year. Ms. Boucher seconded. Approved unanimously.

Ms. Boucher moved to approve the five-year lease agreement for the Corporation property at 159 Denslow Road, East Longmeadow, to the Collaborative in the amount \$55,000 per year. Mr. Houle seconded. Approved unanimously.

Ms. Boucher moved to approve the five-year lease agreement for the Corporation property at 110 Cambridge Circle, Longmeadow, to the Collaborative in the amount \$55,000 per year. Mr. Mullin seconded. Approved unanimously.

Ms. Boucher moved to approve the five-year lease agreement for the Corporation property at 174 Brush Hill Avenue, West Springfield, to the Collaborative in the amount \$700,000 per year. Mr. Mullin seconded. Approved unanimously.

Ms. Boucher moved to approve the five-year lease agreement for the Corporation property at 2045 Boston Road, Wilbraham, to the Collaborative in the amount \$175,000 per year. Mr. Mullin seconded. Approved unanimously.

9. Mr. Kennedy turned the meeting over to Mr. Churchill for the purpose of the reorganization of officers of the Board of Directors. Mr. Churchill opened the floor for nominations of the President of the Board. Mr. Mullin moved to nominate Sean Kennedy as President. Ms. Boucher seconded. Approved unanimously. With Mr. Kenney accepting the position, Mr. Churchill turned the meeting over to the new President.

Mr. Kennedy opened the floor for nominations of the Vice President of the Board. Mr. Houle moved to nominate Elizabeth Boucher as Vice President. Mr. Mullin seconded. Approved unanimously. Ms. Boucher accepted the position.

Mr. Kennedy opened the floor for nominations of the Clerk of the Board. Mr. Kennedy moved to nominate Charles Mullin as Clerk. Ms. Boucher seconded. Approved unanimously. Mr. Mullin accepted the position.

10. Mr. Mullin moved that the President of the Lower Pioneer Valley Educational Corporation be, and he hereby is authorized, empowered and directed on behalf of the Corporation, to negotiate, sign, seal, execute and deliver any and all leases, contracts, agreements, financial instruments, and other documents which are necessary in order to implement and carry out the vote taken by the Board of Directors of the Corporation from July 1, 2017 to June 30, 2018.

Mr. Mullin moved to adjourn the meeting. Ms. Boucher seconded. Approved unanimously. The meeting adjourned at 6:42 p.m.

(Date)

(Signature) , Clerk