

**BRIDGEHAMPTON U.F.S.D.  
BOARD OF EDUCATION  
SPECIAL MEETING MINUTES**

Date: September 28, 2009  
Meeting Type: Board of Education Special Meeting  
Present: Elizabeth Kotz, Nicki Hemby, Joseph Berhalter, Lillian Tyree, Douglas DeGroot (8:17 AM),  
Carol Kalish, Ronnie White (8:10 a.m.)  
Dr. Dianne Youngblood, Superintendent, Dr. Chesterton, Business Administrator,  
Jack Pryor, Principal, Joyce Manigo, District Clerk

**I. ROUTINE MATTERS:**

- A) Call to Order by the President upon her having ascertained the presence of a Quorum, Saluting the Flag and Roll Call at 8:07 a.m.  
B) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed BOE Agenda dated September 28, 2009.

Motion: Hemby                      Seconded: Tyree                      Vote: 5-0

**II. ITEMS FOR DISCUSSION:**

Fund Balance – Dr. Youngblood shared that the Audit Committee met on September 17, 2009 with Jill Sanders’ to review the Financial Statements. One concern that was noticed was that the fund balance had exceeded by .5% (\$51,000). Overall the report was good with no substantial findings.

Mr. Chesterton addressed the concerns of the fund balance and the need to decide what to do with the money (exceeded .5% of the fund balance). He suggested a couple of options:

- Return to the taxpayers
- Retain the money and move it to a reserve fund, preferably the Employee Retirement System.

He informed the Board that it would be a good idea to consider retaining the money for the Employment Retirement System since he already knew that next year the contribution from the district to the Employee Retirement System was going up by 88%. The reserve will defray that cost and result in less increase to next year budget.

The majority of the Board agreed with Dr. Chesterton to retain the money for the ERS Reserve sounded like the thing to do. A final decision for the use of the Undesignated Fund Balance would be place on the next BOE Agenda.

Next the Board talked about the window replacement project. Tom Stevenson, head custodian and Doug DeGroot, BOE Member explained the point of the window removal which was to determine a few things before the actual window project took place. The window, located in the 2<sup>nd</sup> grade, was removed by Lipsky Construction. The overall goal was to see if the lintel, which was discovered is pooling moisture, rusting the lintel itself, as well as, rotting the window, could be removed. (The lintel is a piece of steel in the shape of the letter “L” and extends a few inches past the width of each window; each window measure 54” wide and @102” long.) It was discovered that each window has a separate lintel; this is good news since we worried the possibility of one continuous lintel for each room. After hours of brick removal and trying to pry the lintel; the consensus of architects, BOE member Doug DeGroot, Dr. Youngblood, the Superintendent, contractors, and myself (the Head Custodian) that removal was too time consuming and would be very costly.

The common thought to solve this problem would be to cut the visible lintel at window width and along vertical plane. This would remove the large surface area allowing the moisture pooling. By this step, moisture sealing the building, a stronger wood or aluminum frame and infrequent mortar repair to the area where the lintels are still whole would be the most cost effective measure to ensuring a successful and lasting outcome to the window project.

Mrs. Kotz added her thoughts about looking at the Five Year Facility Plan to possibly implement some of the building concerns in conjunction with the window replacement project.

Dr. Chesterton suggested that Board should consider placing two separate propositions on the May Ballot with the Budget Vote and Election; one to address the window replacement project and the other to get Voter approval on spending the available excel monies on the Five Year Facility Plan concerns.

Ronnie White (left the meeting at 8:40 AM)

Lillian Tyree (left the meeting at 8:43 AM)

**Resolved** that the meeting is adjourned at 8:55 AM.

Motion: Kalish                      Seconded: Hemby                      Vote: 5-0