

Concord School District  
**Board of Education**  
**Public Hearing on Loan Resolution**  
**April 17, 2019**  
Central Office, 38 Liberty Street, Concord NH

**Board members present:** Jennifer Patterson, Jim Richards, Pam Wicks, Nancy Kane, Barbara Higgins, Tom Croteau, Liza Poinier, Danielle Smith

**Board member absent:** Chuck Crush

**Administration:** Terri Forsten, *Superintendent*, Jack Dunn, *Business Administrator*

**AGENDA:**

- Public Hearing on loan resolution
  - Loan resolution
  - Project
  - Roadmap
  - Next meeting
  - Checklist

**PUBLIC HEARING**

Jennifer Patterson opened the public hearing at 5:33 p.m. Jack Dunn reviewed the agenda. Tom Croteau read the following statements as the introduction to the \$5,000,000 loan resolution:

(1) That under and pursuant to the Municipal Finance Act, Chapter 33, N.H.R.S.A., as amended, and any other enabling authority, there be and hereby is appropriated the sum of \$5,000,000 in order to finance the costs of repairing and replacing the roofs at the District's High School and Broken Ground School buildings, including the payment of costs incidental or related thereto (collectively, the "Projects").

(2) To meet this appropriation, the District Treasurer, with the approval of the Board of Education, is authorized to borrow \$5,000,000 under the Municipal Finance Act, as amended, and any other enabling authority and issue Bonds of the District (and notes in anticipation thereof) (the "Bond") in the principal amount of \$5,000,000, and notes in anticipation thereof.

(3) That the Clerk of the School Board and the signers of the Bond are each hereby authorized to take any and all actions necessary or convenient to carry out the provisions of this vote, including delivering the Bond against payment therefor.

(4) That all things heretofore done and all action heretofore taken by the School Board and its officers and agents in its authorization of the Projects and their financing are hereby ratified, approved and confirmed.

(5) That the expected useful life of the Projects being financed by the Bond is hereby determined to be as follows:

(6) This vote shall take effect upon its passage.

Jack Dunn shared the dates of this process as “Vote on Bond Authorization– No Earlier than 15 days from posting and no Later than 60 days from this vote.” He proposed that the Board plan to vote on this proposal on May 6, 2019 at its regular monthly meeting.

Several photos of the damage at Concord High School and Broken Ground School where the roofs will be replaced were shared with the Board during this meeting.

Mr. Dunn shared an overview of the “roadmap” of the loan process with the Board.

**#1:** Board of Education introduces the loan resolution and fixes the time and place for the public hearing on the loan resolution. Please note that the hearing must take place at least 15 days, but no more than 60 days prior to the meeting, or adjourned session thereof, at which the bond or note issue is to be voted on by the Board of Education. *(During our review of the proceedings, we will ask for a certified copy of the minutes of the meeting showing the introduction and the fixing of the date of the hearing.)* – **Completed March 27, 2019**

**#2:** If the meeting of the Board of Education at which the loan resolution is introduced is a special meeting, written notice of the special meeting will need to be delivered to each member of the board at least 48 hours in advance of such meeting. *(During our review of the proceedings, we will ask for a certified copy of the notice given for any special meetings, together with a certification by the District Clerk or the Secretary of the Board of Education stating when and how the notice was delivered to each member of the board.)* – **Letters delivered to School Board members – April 12, 2019**

**#3:** Notice of the public hearing, stating the date, time, place and subject matter of the public hearing will need to be published in a newspaper of general circulation in the City of Concord at least 7 days before the public hearing is held. *(During our review of the proceedings, we will ask for an original newspaper page or publisher’s affidavit, showing the notice of the hearing.)* – **Published and noticed – April 2, 2019**

**#4:** Public hearing on the loan resolution is held. *(During our review of the proceedings, we will ask for a certified copy of the minutes of the public hearing showing when and where the hearing convened and the presence of a quorum of the Board of Education and also showing that everyone who wanted to speak was given an opportunity to do so.)* – **April 17, 2019**

**#5:** At least 15 days, but no more than 60 days, after the public hearing is closed the Board of Education votes to authorize the borrowing by a 2/3rds counted vote of the entire Board (note: not 2/3rds of those present). It is extremely important that the resolution be passed in the form suggested by Bond Counsel. The minutes of the Board meeting at which it is passed should show the complete text of the resolution as passed, rather than simply a motion authorizing the administration to go forward with the projects and the related borrowing. *(During our review of the proceedings, we will ask for a certified copy of the minutes of the meeting of the Board of Education showing the passage of the loan resolution by a two-thirds counted vote of the Board of Education.)*

**#6:** Board of Education adopts a resolution (*if not already included in the loan resolution above*) determining the expected useful life of the project. (*A suggested form of resolution and related certificate is enclosed. The expected useful life of the project needs to be inserted in the resolution and the term of the borrowing cannot exceed such useful life under the provisions of the Municipal Finance Act.*)

**#7:** If the meeting of the Board of Education at which the loan resolution is discussed or adopted is a special meeting, written notice of the special meeting will need to be delivered to each member of the board at least 48 hours in advance of such meeting. (During our review of the proceedings, we will ask for a certified copy of the notice given for any special meetings, together with a certification by the District Clerk or the Secretary of the Board of Education stating when and how the notice was delivered to each member of the board.)

Ms. Patterson opened the meeting for public comment.

There was no public comment.

All members of the Board present signed the affirmation of receipt of loan information.

**The Board voted 8-0 to adjourn (motioned by Jim Richards, seconded by Barb Higgins).**

The public hearing adjourned at 5:46 p.m.

Respectfully submitted,

Jim Richards, *Secretary*

Terri Forsten, *Recorder*