

**Northfield Town School District  
Board of School Directors' Special Meeting Minutes  
March 13, 2017 – 5:00 PM**

**Approved: April 3, 2017**

**Present:** Sophia Bennett, Acting-Chair; Peter Evans, Clerk; Mike Bailey, Acting-Clerk; Laurie Gossens, Superintendent; Bill Kirby, Facilities Director; **Absent:** Justin Wrigley, Board Chair; Emily Gray, Clerk.

**1.0 Call to Order:** The meeting was called to order by Sophia Bennett at 5:03 p.m.

**2.0 Election of Officers (Annual Re-Organization):**

- 2.1 Election of the Board Chair: A motion was made by Peter Evans and seconded by Mike Bailey to nominate Justin Wrigley. Vote: Yes – 3; No – 0; Abstention – 0. Approved.
- 2.2 Election of the Vice Chair: A motion was made by Mike Bailey and seconded by Peter Evans to nominate Sophia Bennett. Vote: Yes – 3; No – 0; Abstention – 0. Approved.
- 2.3 Election of the Clerk: A motion was made by Peter Evans and seconded by Mike Bailey to nominate Emily Gray. Vote: Yes – 3; No – 0; Abstention – 0. Approved.

**3.0 Community Engagement:** *None.*

**4.0 Board Discussion and Action:**

- 4.1 Appointment of Board Members to Finance/Audit Committee (authorization to sign Board Orders): A motion was made by Peter Evans and seconded by Sophia Bennett to nominate Mike Bailey and Peter Evans. Vote: Yes – 3; No – 0; Abstention – 0. Approved.
- 4.2 Designation of Official Newspaper(s) and Posting Locations: A motion was made by Mike Bailey and seconded by Peter Evans to accept Exhibit 4.2 as the Official Newspaper and Posting Locations. Vote: Yes – 3; No – 0; Abstention – 0. Approved.
- 4.3 Designation of Board Meeting Dates, Times and Locations: A motion was made by Peter Evans and seconded by Mike Bailey to accept Exhibit 4.3 as the Meeting Dates, Times and Locations of the Board. Vote: Yes – 3; No – 0; Abstention – 0. Approved.
- 4.4 Authorization of Board Chair/District Superintendent to sign Contracts: A motion was made by Mike Bailey and seconded by Sophia Bennett to authorize the Board Chair and District Superintendent to sign Contracts. Vote: Yes – 3; No – 0; Abstention – 0. Approved.
- 4.5 Replacement of Heating and Ventilation System for Middle School: There was discussion among the Board and the Facilities Director regarding the cost difference, warranty, location on the roof and the walk through with the engineer. A motion was made by Peter Evans and seconded by Mike Bailey to approve the replacement of the heating and ventilation system for the Middle School as described in Exhibit 4.5. Vote: Yes – 3; No – 0; Abstention – 0. Approved.

**5.0 Adjournment:** The meeting was adjourned at 5:17 p.m.

Respectfully submitted,  
Laurie Gossens, Acting - Clerk