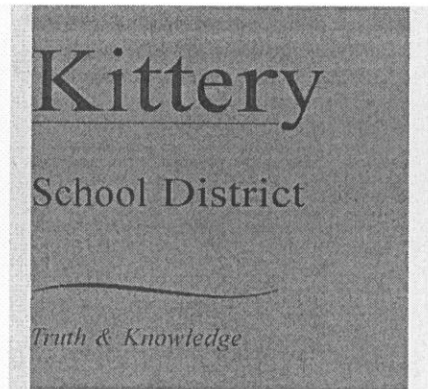


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March 29, 2018

Re: Quarterly Report

Dear Eric,

I wanted to brief you on some of the progress we have made over the past several weeks.

We now have a scissor lift at Traip Academy. This lift will reach all high points at both Shapleigh and Traip. I am looking at a local company to provide the transport as needed from time to time. The cost is minimal for this service and we will not have to make another purchase of a trailer.

We have had an historically cold winter and I have been very busy keeping up on the heating plant at all buildings including Traip where we have had a lot of trouble with repairs. Progress is being made there to make certain next year will be smoother.

We have done well on our safety inspections keeping up on them and other compliance requirements such as air and water samples at all buildings.

In addition we are about to complete some projects such as a restroom for staff at Traip Academy, the fishbowl project at Traip, the sewer connection at Shapleigh and the central office project.

I continue to be grateful for the opportunity to work for the Kittery School District.

Sincerely,

Mark Everett, Director of Facilities