

Town of Coventry
School Building Energy Efficiency Committee Regular Meeting
March 4, 2021 6:30 PM
Minutes

1. **Call to Order:** The meeting was called to order at 6:31 pm by Tom Kolodziej. Present via Zoom were: Tom Kolodziej, Mary Kortmann, Josh Gemmell, Joe Malon and Jenn Reilly. Others present via Zoom were: John Elsesser Town Manager, Amanda Backhaus Finance Director, Bob Carroll BOE Business Manager, and Bill Trudelle, BOE Facilities Director.
2. **Approval of Minutes:** Motion made to approve the minutes from February 4, 2021 made by Joe and seconded by Mary. Motions to approve the minutes as presented passed unanimously.
3. **Project Financial Status:** Amanda noted that the financial status report has been updated for the HVAC engineering with ICDS. Mary noted that there was a mathematical error in the spreadsheet. Amanda agreed and said she would make sure this is fixed for the next meeting.
4. **School Roof Update:** John noted that earlier in the week the Town received a call from Rusty Malik in regards to the roofs. QA&M had been missing some of the HS roof plans so they hired a drone to take some overhead pictures. Upon review, the square footage came close to 150k which means we are woefully underfunded. John noted in addition to the square footage being off, we identified our estimate per square foot was low and additional work on the roof had been identified such as removal of chimney and other old HVAC units. Bill noted that they did find the roof prints today and it also looks like we will need to change from 1/8 to 1/4 pitch which will also be an increased cost. John noted that given these factors, it is clear we do not have enough authorized in our bonded funds to do both roofs. We requested that Rusty move forward with the roof at GHR, aiming for this summer, and also move forward with the HS roof for hopefully next summer. Rusty provided us with an updated scope of work, noting it will be \$13,750 for his services and an additional \$3,500 for the independent review. John noted once we get numbers from Rusty we will need to go back to the Town Council and public referendum to get additional funding approved.

Jenn inquired if we go with a 20 year roof instead of a 30 year roof would we have any savings. John said no. John noted this might put some of the solar work on hold as we clearly do not want to put anything on the roof until it is replaced. John noted this is still a tight timeline to get GHR complete this summer but they would like to try.

Motion made to accept the revised fee proposal from QA&M for \$13,750 for design and \$3,500 for outside services made by Jenn. Motion seconded by Josh and passed unanimously.

5. **Fire Door Update:** Bill noted he met with Mattern and they are on track for the project. The frames should be there by the end of the month and the doors shortly thereafter. Installation is expected in June after school gets out due to State Testing during the year.
6. **Unit Ventilator/HVAC Project Update:** Bill noted similar to the doors, the AHU units are expected to be replaced over the summer. There was a significant delay in getting those units delivered. SavMore did the majority of the front office control system work completed. The remaining work will be done over April vacation.

Amanda noted she has discussed the unit ventilator project with ICDS. They currently have the existing plan drawing and are performing a heating, cooling and ventilation analysis. They will be on-side at the schools March 17, 18 and 19 when the students have half days.

John noted there has been conversation about doing the windows at the same time as the unit ventilators and potentially getting State or Federal funding to help. Mary noted that any help they could get with HVAC or window replacement would be greatly appreciated.

7. **Other Matters:** Jenn asked about the compost program and if there were any metrics from the school? Bill noted that the compost program has not been running with COVID. They currently do not have staff to manage the program. He will work to get this up and running once COVID issues have died down.

John noted the LED lighting projects have been ongoing. GHR is done. Bill noted they will finalize CGS this week. Eversource recently signed off on the HS and MS – but have been slow to respond since they are all working remotely. John noted Mark Ballou is scheduled to do 5 more buildings: Ripley Hill Shed, Public Works Facility, Youth Building, Senior Center and Millbrook Place. Jenn asked if we were completed with all the school. Bill confirmed all schools have gone through this program already.

8. **Adjournment:** Motion made to adjourn at 7:05 pm by Joe and seconded by Mary. Motion passed unanimously.

Respectfully Submitted,



Amanda L. Backhaus, CPA
Finance Director

Note: These minutes are draft/not official until approved by the Committee at the next Committee meeting. Please see subsequent meeting for approval or changes to these minutes.