

**Town of Coventry**  
**School Building Energy Efficiency Committee Regular Meeting**  
**April 1, 2021 6:30 PM**  
**Minutes**

1. **Call to Order:** The meeting was called to order at 6:30 pm by Tom Kolodziej. Present via Zoom were: Tom Kolodziej, Mary Kortmann, Josh Gemmell, 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 March 4, 2021 made by Mary and seconded by Josh. Motions to approve the minutes as presented passed unanimously.
3. **Project Financial Status:** Amanda noted that the financial status report has been updated and the formula error identified last meeting has been resolved.
4. **School Roof Update:** Bill noted that he started to review the grant application today with Rusty. He noted that there are a few motions that the Town Council needs to approve. Amanda noted they are on the Council agenda for Monday. Bill noted Rusty is all set with what he needs for GHR and expects to have estimates this month. He is working on getting Rusty the last of the HS roof.
5. **Fire Door Update:** Bill noted there are no real changes from the prior meeting. The doors have arrived and are scheduled for when the kids are not in school. John inquired if it was April vacation or summer work and Bill confirmed it was summer work.
6. **Unit Ventilator/HVAC Project Update:** Bill noted ICDS came out one day to review the unit ventilators. Bill also provided them with prints of the building. They have started their verification process. Amanda noted that ICDS has communicated that there are more ventilators than we had listed in our RFP – but since that does not impact the amount of drawings they need to do there will be no additional charge. John explained that count came from BL so it is not surprising that it is inaccurate. Bill noted BL missed the entire science wing and a few additional.
7. **Other Matters:** John noted that the town will be getting a significant amount of American Rescue Plan funding. We are waiting on additional guidance for allowable expenditures but it may open the door to help fund some of our air quality related and unit ventilator projects.

John noted for the record that he is less and less confident about GHR roof getting completed this summer. The grant application opened today and based on the timeliness of the State he is worried it will not get approved in time to go to bid. Amanda noted if we wait until next summer it will help us avoid the grant reduction by 5%. Amanda noted that Rusty has also mentioned the potential for our State rep to get legislation in so

that we no longer need to worry about the grant reduction. John will reach out to Ackert and noted we have good cause for the change since the roofs have been in service for over 20 years.

8. **Adjournment:** Motion made to adjourn at 6:55 pm by Mary and seconded by Josh. Motion passed unanimously.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'A.L.B.', with a long horizontal flourish extending to the right.

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.*