

**School Building Energy Efficiency Committee
Special Meeting Minutes
June 10, 2022**

1. **Call to Order:** The meeting was called to order at 6:30 pm by Mary Kortmann.

Present via Zoom: Mary Kortmann, Julie Costello, Jenn Reilly and Joe Malon. Also present were: John Elsesser, Town Manager, Rusty Malik QA&M, Bob Carroll, BOE Business Manager.

2. **School Roof Motion:** Motion made by Joe to approve that these final plans and project manual(s) as prepared for bidding and dated June 1, 2022, and the professional cost estimate, completed in accordance with Level 3 of ASTM International Standard E1557, Standard Classification of Building Elements and Related Sitework-UNIFORMAT II for this project, dated June 8, 2022, have been reviewed and approved for this project for submission to the State OSCG&R for the Plan Completion Review. Motion seconded by Jenn and passed unanimously.
3. **Adjournment:** Motion made to adjourn the meeting at 8:29 pm by Jem. Motion seconded by Joe and 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.