

**Town of Coventry  
School Energy and Building Efficiency Committee Meeting  
Minutes of the May 18, 2016**

1. Meeting called to order at 7:05 by Chairman Tom Kolodziej. In attendance were Committee members Jeff Arn, and Mary Kortmann. Also in attendance were Beth Bauer; Town Finance Director, Robert Carroll; BOE Director of Fiscal Services, and William Trudelle; BOE Director of Facilities. Also attending was Greg Longo from BL companies.
2. Acceptance of April 20, 2016 Meeting Minutes –**Mary Kortmann moved to approve the minutes, seconded by Jeff Arn. All voted in favor.**
3. **Report of Town Council presentation.** Tom Kolodziej reported on the presentation to the Town Council by John Elsesser, Greg Longo, Matt Mullen and himself. After hearing the recommendations the Town Council voted to move forward with the CNG proposed natural gas pipeline expansion to the High School/Middle School complex. The committee discussed the next steps and the following points were made:
  - The agreement with CNG gives us 90 days to install boilers from the day that the meter is installed in the facilities or December 30<sup>th</sup>, whichever is later.
  - The committees design and recommendations will only cover the High school, Middle school and complex.
  - The building committee has been asked to recommend a scenario for replacement or conversion to the Town Council. The consensus of the committee based on age and condition of the boilers is to recommend replace for the High School and Middle School and evaluate the options of conversion vs replacement for the library Media complex.
  - The building committee has been asked to recommend a process for design build or design bid build. Since Coventry may be able to get reimbursement from the School Facilities Unit for some of the work, and the School Facilities Unit has a process that has to be followed, we need to confirm which parts of this project will be eligible. Greg Longo will confirm if the unit ventilator replacements will be eligible.
4. **Report from BL Companies:**
  - A draft of recommendations was distributed. General comments were made. The report will be finalized using the gas conversion for the next meeting.
  - Cost estimates using a design build vs a design bid quote will be provided.
5. **Other Business:**
  - An invoice from BL Companies in the amount of \$16,596.59 was presented for payment. **Jeff Arn moved approval, Mary Kortmann 2<sup>nd</sup>. All voted in favor.**
  - Chair Tom Kolodziej
6. The next meeting will be June 15, 2016 at 7 pm.
7. Adjournment at 9:30 pm.

Respectfully submitted,

Beth Bauer  
Committee Secretary