

**Town of Coventry  
School Energy and Building Efficiency Committee Meeting  
Minutes of the meeting June 15, 2016**

1. Meeting called to order at 7:00 by Chairman Tom Kolodziej. In attendance were Committee members Mary Kortmann, Cherie Trudon, and Danielle Kloster. Also in attendance were Beth Bauer; Town Finance Director, and William Trudelle; BOE Director of Facilities. Also attending was Greg Longo from BL companies.
2. Acceptance of May 18, 2016 Meeting Minutes –**Mary Kortmann moved to approve the minutes, seconded by Danielle Kloster. All voted in favor.**
3. **Report from BL Companies:**

Greg Longo presented suggestions for fin tube baseboard and dedicated outside air units, Buderis oil burners be installed in CGS and GHR if replacement is necessary, and He3XRT heat exchangers. He plans to have pricing next week and will finalize plans. He recommended a two stage project with the first priority being the boiler conversions needed in conjunction with the Connecticut Natural Gas install and the second being the ADA, fire doors and energy improvements. He will move forward with construction documents which will include options for either the replacement or conversion of the boilers. He noted that in order to meet the CNG installation deadline of December 31<sup>st</sup>, a bid process needs to be started in mid-July. Since the CNG conversion was not in the original proposal, a change order will have to be approved, he will prepare for a future meeting. He estimates the amount will not exceed \$10,000. If the bid needs to be in mid-July, the committee must meet with the Town Council no later than their July 18, 2016 meeting. Mary Kortmann suggested that the committee meet on July 6<sup>th</sup> to review the final proposal from BL companies. Greg Longo agreed to post the schematic design and cost estimates no later than July 5<sup>th</sup>. Bill Trudelle provided feedback on several items which had not been included or had been overlooked in the site visits for the fire door project.
4. **Review of Invoice:**
  - An invoice from BL Companies in the amount of \$5385.43 was presented for payment. **Mary Kortmann moved approval, Danielle Kloster 2<sup>nd</sup>. All voted in favor.**
5. **Other Business:** none
6. **Cherie Trudon moved to adjourn at 8:30pm, Mary Kortmann 2<sup>nd</sup>. All voted in favor.**

Respectfully submitted,

Beth Bauer  
Recording Secretary