

**Town of Coventry
School Energy and Building Efficiency Committee Meeting
Minutes of the meeting August 31, 2016**

1. Meeting called to order at 7:03 by Chairman Tom Kolodziej. In attendance were Committee members Mary Kortmann, and Danielle Kloster. Also in attendance were Beth Bauer; Town Finance Director, Robert Carroll; BOE Director of Fiscal Services, Bill Trudelle BOE Director of Physical Plant and Facilities, and Greg Longo from BL companies. Cheri Trudon arrived at 7:04.
2. **Approval of July 6, 2016 meeting minutes: – Mary Kortmann moved to approve the minutes, seconded by Danielle Kloster. All voted in favor.**
3. **Review of Boiler replacement Bids: –** Bids were opened on 8/30/16 the tabulation is attached. The low bidder is either County Wide Mechanical if we elect to replace all the boilers or M.J. Daly if we elect to replace the High School and Middle School boilers and only convert the boilers in the connecting complex. Greg Longo reported that he was pleased with the pricing as well as the number of bids received. He has completed reference checks for County Wide, one reference was negative due to project management/paperwork issues and one reference was positive, for MJ Daly, both were positive and for Rivco, also very positive. Greg will ask about the rebates from CNG, both the amount and the availability and he will provide the committee with the life cycle costs of the burners vs conversion. The project will have 3 boilers at the high school, 2 at the middle school and 2 in the connecting complex. The boilers in the connecting complex have at least 10 years of life remaining. Greg and Bill will meet with the lowest bidders to confirm the specifics of the equipment they are bidding. A preliminary estimate of project costs for the full boiler replacement with the rebates has County Wide at \$566,000. The second option with conversion only for 2 of the boilers has MJ Daly at \$417,450. The committee agreed to meet on Tuesday Sept 6 at 6:30 to review the final cost information from Greg Longo and to make their final recommendations.
4. **Report from BL Companies: -** Greg Longo briefly reported that the rest of the project design was well under way and that we are only waiting for final cost estimates from Downes, the construction estimator.
5. **Other Business:** Two invoices from BL companies were submitted for review and approval. Invoice number 4 in the amount of \$4,770 and invoice number 5 in the amount of \$21,880.99. **Mary Kortmann moved to approve both invoices, Cheri Trudon 2nd. All voted in favor.**
6. **Mary Kortmann moved to adjourn at 8:31pm, Danielle Kloster 2nd. All voted in favor.**

Respectfully submitted,

Beth Bauer
Recording Secretary