

Town of Coventry
School Energy and Building Efficiency Committee Meeting
Minutes of the meeting October 19, 2016

1. Meeting called to order at 7:04 by Chairman Tom Kolodziej. In attendance were Committee members Mary Kortmann, Cheri Trudon, and Danielle Kloster. Also in attendance were Beth Bauer; Town Finance Director, Robert Carroll; BOE Fiscal Services Director, and Greg Longo; BLCompanies
2. **Approval of Sept 6, 2016 meeting minutes: – Danielle Kloster moved to approve the minutes, seconded by Mary Kortmann. All voted in favor.**
3. **Review of Project Plans and Costs:** – Greg Longo presented a conceptual budget, a cost estimate schematic design, and Architectural sketches and photos for the project . The committee reviewed the information and questioned several items. Greg Longo was asked to break out the costs by subproject, so that everyone will know what the costs are for the ADA work, the fire doors, and the rest of work as it makes sense to group the work. Bill Trudelle did not attend the meeting, but had sent an email with questions about items that did not seem to be included in the project design. Discussion was held concerning the redesign of entry ways when the fire doors are replaced, lightening protection, portable generator connections for the food service freezers, exhaust hood sensors and timers, surge protection for the entire building, and VFD and OCC Sensors for the stage/band areas. Greg Longo will respond. Tom Kolodziej asked to be copied on all emails. Mary Kortmann, Bob Carroll, Bill Trudelle and Dave Petrone plan to meet to review the project plans to ensure that all the items that have not been addressed in some other way are included. Greg Longo will review the budget numbers to verify the accuracy of the costs from Downes Construction, specifically on the Preschool. He will also present the projects from a cost/benefit perspective. Cheri Trudon asked when the reviews will be done. Everyone agreed that we can have the final plans by our next meeting November 16, 2016.
4. **Approval of invoice – Danielle Kloster moved to approve BLCompanies invoice #16D3011-6 in the amount of \$2,326.63. Mary Kortmann 2nd. All voted in favor.**
5. **Cheri Trudon moved to adjourn at 8:25pm, Danielle Kloster 2nd. All voted in favor.**

Respectfully submitted,

Beth Bauer
Recording Secretary