

**Town of Coventry**  
**School Building and Energy Efficiency Committee**  
**Regular Meeting Minutes**  
**September 1, 2022 6:30 PM**  
**Zoom Meeting**

- 1. Call to Order:** The meeting was called to order by Mary Kortmann at 6:34 PM.

Present via Zoom were: Mary Kortmann, Jennifer Reilly, Mike Soucy, Joe Malon, and Julie Castillo. Also present: John Elsesser (Town Manager), Rusty Malik QA&M, Andrew Tarpill QA&M, Bill Trudelle (BOE Facility Manager), and Bob Carroll (Town of Coventry).

**2. Approval of Minutes:**

a. March 22, 2022:

Reilly motioned to approve the minutes from the March 22, 2022 meeting, Soucy seconds.

Comments/Changes: Reilly asked if the minutes came in a different email. Kortmann informed that they were in the email with the agenda as attachments. Reilly read them quick and was good with them. No changes.

Vote: Unanimously in favor

b. April 19, 2022

Reilly motioned to approve the minutes from the April 19, 2022 meeting, Soucy seconds.

Comments/Changes: None

Vote: Unanimously in favor

c. June 2, 2022

Malon motioned to approve the minutes from the June 2, 2022 meeting, Soucy seconds.

Comments/Changes: Reilly questioned item #6 regarding the Walls Project, and what it was. Elsesser informed that it is a project regarding repairs to the walls at Coventry High School. It was on the agenda more as an informational item as it is not under the jurisdiction of this Committee. Reilly added that she had not recalled that. Kortmann elaborated that it was another construction project in the High School, so the Committee has been kept aware. No changes.

Vote: Unanimously in favor

d. June 10, 2022

Reilly motioned to accept the minutes from the June 10, 2022 meeting, Malon seconds.

Comments/Changes: Reilly commented that it was a long meeting, but only one paragraph of notes. Elsesser added that it is for this reason they are getting a clerk to help. No changes.

Vote: Unanimously in favor

e. July 21, 2022 (not ready for action)

These minutes are not ready for review as they are still being put together from meeting notes. Tabled for future meeting.

**3. School Roof Update:** Elsesser introduced Rusty Malik of QA&M.

Malik- Noted that online with him was Andrew Tarpill, who is a Senior Associate in the firm and been doing the construction administration on this project, as well as reviewing all the specifications. Malik added that at this point most of the work is done with the exception of one small section. He sent over a requisition for the Grammar School (GHR) and High School, as well as a revised requisition for the High School. They had projected to complete a small section, that they did not do, so the requisition was updated.

Malik continued, at this point most of the roof are down, they have been ripped up and replaced. The metal work is not on right now but the base layer is flashed over and secure, and they will continue to work on getting all the metal caps and flashing done. This is what was anticipated, as they did not want heavy construction being done during the school year. So, we will be seeing them getting the metal caps on. Asked Tarpill to add anything else that he wanted to add.

Tarpill-Did not have much more to add but wanted to confirm so everyone was aware that they only did part of the High School (sections K-P). The section Malik just discussed not being done was the 'L' section between the Gym and the Library. They worked right up until the 30<sup>th</sup>/31<sup>st</sup> to get all that done. In the process of working on getting the metal down, and have some on-site at the High School, down at the parking lot during his last visit. The contractors were flying through the roof at GHR and have done a fantastic job, and there is only the metal left for that section. Elsesser questioned if they would continue to do that now. Tarpill informed that the metal should be done soon, and last he knew they were in the process for fabricating all the metal up. They will reach out to them and coordinate with what their plans are going forth with the metal, so that someone can be made aware of when they are out there.

Reilly questioned what the 'metal' was that QA&M had discussed. Tarpill informed that it is the edge metal that you would see at the edge of a roof. He added that if you were to look at the roof now, you would see the rubber had just been flopped over and secured. The metal will be the finish of the edge. At GHR there is also gutter work being done on the longer slope in the back that they were working on fabricating that up as well. Tarpill informed that he is going to work on getting a schedule for the install/plans for install. Malik added that once it has all been fabricated, it will be wrapped up pretty quick.

Malon commented that he has noticed that everything has been picked up pretty well. Noted that everything except the roofing is, for the most, part gone/installed.

Malik commented that he hoped there will not be any leaks in the music area anymore. He added it was one of the areas that he was glad they could get all the roofs done. Also added they did roughly 52,000 sq. ft., which was their goal, on the High School and all of the Grammar School (GHR), and they will be back in June to

complete the work on the High School and all of the metal work should be and roofs that were done will be done by Winter. Moving forward, they will be able to focus on the remaining 100,000 sq. ft. of the High School.

Kortmann questioned if Bill (Trudelle) had been up on the roofs to take a look. Trudell informed that he goes up every other day to walk the roof and talk with the Superintendent and they are going to have guys over the next couple of weeks working on the metal and buttoning everything up. They have been cleaning the last couple days picking up the left overs, raking, and picking up the site. Kortmann questioned the repairs from the water damage. Trudelle informed that all repairs are complete except for the carpet. They are coming in on Saturday to replace the carpet in the offices and re-adhere some of the carpet that came up in the LMC.

Elsesser- For the Building Committee's information, there was a section of the roofs open when we had one of the big rain events happen. It went into the building, but the contractors took full responsibility for it as well as for the repairs. Tarpill added that he had a write up on his field report from Greenwood about it, and it can be shared with the Committee at some point.

Kortmann asked for clarification on the motion process. Elsesser informed that separate motions must be made for the payments and the amount needs to be stated from Rusty's revised requisition that was sent.

**Motion: I move to authorize partial payment to Greenwood Industries for the High School Roof Project, in the amount of \$615,738.13.**

By: Kortmann

Seconded: Malon

Questions/Comments: Malon commented that they gave a list of everything there, and it looked pretty good. Malik added that they reviewed the requisitions to make sure that the work was done. That was why a revised requisition was sent. Malik informed they have done more work particularly on the plumbing, and they were asked to send a third revision, but it was too late. We know the Committee is meeting on the 15<sup>th</sup>, so we can provide it at that time. You can see that the work they outlined that was done, and the revised work that was completed was plumbing work, so we are pretty happy with where they are at. Malon questioned how much more were they looking for. Malik thought they were look for approx. \$690,000. Kortmann said they can deal with it on the 15<sup>th</sup>, whatever extra is needed. Malik added they had more work done, so they are hopefully going to be done and out of there by the next meeting, so we can finish up with this phase of the work altogether. They know that you are meeting on the 15<sup>th</sup>, and there may be another requisition in the next month. We will see if that is something we will need to meet and approve a final requisition. From that point, it will just sit there until the work resumes in June.

Kortmann asked if there were any other questions before vote. Reilly questioned the L section between the Gym and the Library was not part of the 52,000 sq. ft. that they were supposed to cover, or if it was but they covered other additional areas instead? Tarpill- It originally was, but with the timeframe they ran out of time to do it, so they are going to hold off. Reilly asked for confirmation that, that number wasn't included in the current requisition. Tarpill added that it was in the last revision that came back later, that Rusty had mentioned, and had submitted with the removal of that area. Elsesser stated that they started hitting rain right at the end. Added that it was dry all Summer, then at the end of the project we had several rainy days in a row.

Vote: Unanimously all in favor.

**Motion: I move to authorize payment to Greenwood Industries for the George H. Robertson School Roof Project, in the amount of \$558,580.99, per the recommendation of QA&M Architects.**

By: Kortmann

Seconded: Reilly

Questions/Comments: None.

Vote: Unanimously all in favor.

Elsesser commented, after the vote, that we took a calculated risk here and appreciates QA&M for their efforts in getting something out so fast, and we got a great price that we most likely would not have gotten otherwise. Wants the Committee to recognize we took a gamble with options and it seemed to work out well, as well as opened a door for the Board of Ed to authorize getting solar roof panels during appropriate times, and kept that project alive. Malik added that he thinks everyone was quite surprised to how well the bids came in. Elsesser thought that due to the lack of rain, they were able to get ahead of schedule. They had the supplies and the staff, so they just kept going. Malik added that he was aware that other towns has backed off from some of their projects, or other businesses accepted their bid for a roof project and then put a hold on it for some reason. Malon agreed that we got lucky as they had the materials from approved projects that were put on hold, so they needed to move it and we benefitted from the timing. Tarpill added that big companies have warehouses to store the materials, so when they are available they buy and store, where as smaller companies are struggling to get materials in. Reilly expressed much appreciation to Malik and Tarpill for their due diligence in helping us, and making this project happen. Malik asked for the Committee to recall that when we stated this we had asked them hold the materials for us and we would pay it. So be aware that in the future requisitioning, we may see that but that way there should be no excuse/delays come June for the project to start up again. Malon commented that he saw the line item on the requisition for what the material was, and agreed it was good so come June, they will be here to begin the work. Tarpill also added the benefit of having it stored and waiting is they can't increase our costs if the price of insulation goes through the roof again.

\*Mary Kortmann left the meeting\*

#### **4. Other matters:**

Reilly asked where does this (the above) leave us for the Solar Project? Elsesser stated that the Board of Ed. Authorized that they can put the solar panels on that side of the roof, once completed. This is less than they were authorized to, and the solar is in discussion to be combined with the scheduled micro-grid solar project. In the past the micro-grid project has been come and go, but there seem to be positive things happening right now. The most surprising and good news, is there were discussions with DEEP as they were writing up our timeline, and DEEP wants our project to go ahead. They are willing to try and extend the deadlines and recommended to the Town to apply for a BRIC grant. This is a FEMA grant, and Elsesser has applied for those in the past, most recently last year for community projects, earmarks through Sen. Murphy's office. We didn't get it, but hoping if DEEP pushes for it, we can get it. However, it adds all sorts of complications to where we are. So, we are having discussions tomorrow if the meeting isn't cancelled, and there will be further discussions. Reilly asked for confirmation that solar is on hold. Elsesser informed that it may very well go ahead, but questions who is going to be the owner of the solar. Reilly asked for the size of the solar array we are planning to move forward with. Elsesser stated that we are planning on doing everything that fits on the roof. Carroll added we are planning to have 275kW. The original plan had 475kW, but it was scaled back to 275kW. Informed that it would not be done until December/January. That needs to be in place on the roof, without an extension, by

April 1. Carroll informed the Board of Ed was asked to ask for an extension to get the other 200kW on the rest of the roof. Elsesser clarified that once the second part of the High School is done, and the Board of Ed gets an extension for the solar install, the additional 200kW can be added on. Malon asked if part of it was going to go on the Gym. If it moves forward, this part will go on the section of the roof that has just been completed. Malon commented that this is an additional benefit of getting the roof project done so quickly. Elsesser added that it was one of the reasons they were pushing for this project. The other remaining part of the roof is a little more complicated with more air intakes/exhausts to work around.

Elsesser stated at the next meeting, we need to keep the Unit Ventilator projects moving. We have to get to the point and find out what may be eligible for state grants, and if there aren't any we are eligible for, then we are on our own time frame. If there are eligible grants, we need to get those grants in and see how we do. Then we need to worry about if they are going to wait until June 10<sup>th</sup>, to tell us whether we can go ahead or not. However, we need to do the work on our end to make sure that we are ready, and we need to keep on ICDS to keep going. This is the primary issue for the next meeting. Malon stated that there was some buzz going around on the federal end regarding the air conditioning, air flow, money and things. They were talking about huge money going to the towns, and thought it was going to be nationwide. Heard that 80-85% of schools don't have air conditioning and proper ventilation. Elsesser said that he has not received any information on that matter yet, does not know if that is in the infrastructure money or not, but will keep an eye on it. Elsesser noted that there is a lot of money for that BRIC grant, the infrastructure bill put a lot of money into that and it is worth looking into. Downside, is that it has a horrendous application. They require a detailed cost/benefit analysis, and it is intimidating and not as simple as we would like. Reilly added that she had done some for DOT and it was a nightmare. John thought Reilly should help with the process. He added that he has seen a lot of grant applications and this one is bad, and was disappointed when DEEP said to do a BRIC grant. It's not a no, but we will have to find someone to do it because Elsesser does not have the time to do this process. We are going to have to start looking into it and recommend to the micro-grid group that we start with meetings with the State FEMA people and see what they say. After that, we would go to Sen. Murphy's office to see what they say. DEEP was very strongly in support of us, recommending they build it ourselves using DEEP money to match the BRIC money. That wasn't ever part of the discussion of us building it, and we are certainly not going to run it. Town Council may say build it if it is paid for by other people, but we would need to someone to run it, so this is where we are at. Good news is we have saved a lot on expensive solar that is coming to either just us or to help support the micro-grid. The reality is that, some was supposed to be virtual net metering and that is not happening as that program has pretty much died and the Board withdrew from that waiting list.

Reilly questioned if Elsesser had seen the new program that has just come out. Elsesser had, and that has some input and we'd have to look at it. Reilly informed she was going to send Elsesser the contact information of Paul Michaud. Elsesser informed he is the attorney helping us with the micro-grid. Reilly realized he is the one that discussed doing something similar to net metering, but using all the buildings for solar that would give us credit as the Town. Elsesser confirmed, and explained that instead of virtual net metering, there is a program for governmental purposes, that you can move your own meter around, but it is not called virtual net metering even though it is similar because the utilities don't like that dialogue. We got that through actively working with the Energy/Technology Committee, so they had to change the name. Reilly asked if it was now called NRES, Elsesser confirmed it was along those lines. Castillo added it is called the Non-Residential Renewal & Energy Solutions Program. Reilly believes municipalities can participate. Castillo believes so too, also added that it is not a separate carve out like virtual net metering was, it is part of basically commercial. Anything that is non-residential or above 25kW can fit into this program. So, it would be under a State, Agricultural, or Municipal account. Castillo is starting to look into this program, so if there are any questions, she is happy to look into it further.

Elsesser added they are still trying to figure out the interaction for car-charging stations. First you go to Eversource, then DEEP for Volkswagen money. Trudelle has pricing from Titan Energy that was selected by CCM as their preferred vendor. Reilly asked if Elsesser could share the pricing, which he had sent it to her today for review. She will look into it as he asked her for advice as the Chairman of the Energy Committee. There were 3 different models they gave pricing on, the most expensive being ChargePoint, which is the one he is aware of. Reilly questioned if we will be charging people to use the chargers or if it will be free for 3 years and we will try and get Volkswagen money. Elsesser thinks they will be doing the free for 3 years option because then there will not be a \$28 monthly fee for a network provider. ChargePoint had the most expensive network provider. However, Elsesser did not know the other 2 companies. Reilly questioned if the companies have approached the Town, or if we have gone to the DAS contract. Elsesser informed that we have been approached by a lot of people but Trudelle got quotes from a lot of companies already. Our current vendor ESV, offered to come out at some point and put out some brief RFP and say, "I'll respond to this". Reilly informed that they are not on State contract though. Elsesser said that we could look up and buy off a State contract but they still have to be brought out. Wanted to inform everyone that we have locations we are looking at, and it is quite likely we will get them pretty close to free between the Eversource program (until it runs out) and the Volkswagen money which is targeted to us. They want people to go through Eversource first, and then they will pick up the balance or some thereof. Looks like if you do it right, you can get it close to free. Carroll agreed, and Reilly expressed appreciation for that. Elsesser informed that while this is on the table, to get it done, they need help. Reilly stated she was going to look at it tonight. Elsesser asked if she has any suggestions on a better approach than randomly responding to vendors, to share following her review. He was not aware that there are so many vendors in this business now and is now at a point where he is unsure of next step/best course of action. Reilly asked if he was putting out a bid for it. Elsesser informed that he does not have time for that, and he feels uncomfortable about it, but we can (under our policy) pull from anything that is on State bid. We would need help analyzing that, as the State bids would have site costs that would need to be determined. At some point wants to discuss further.

Elsesser asked if there was anything else that needed to be added from anyone present on Zoom. Malik just informed they will be at the meeting on the 15<sup>th</sup> to give another update at that point, and then we will be on a holding pattern. Malon commented that they should be almost done by that time, to which Malik thought it would be either by then or by the October 1<sup>st</sup>, regular meeting at the latest. Thinks that October 1<sup>st</sup> should be the end date of this phase. Malon discussed the caps and flashing being installed and that everything will be secure and no more water intrusion. Elsesser informed the Committee that he was told the contractors would work on some Saturdays if they needed to, but is unsure if that is the case for the flashing installation. Malik said that they will get more details on that so that there is a more definitive schedule to present at next meeting so it is not at their whim and the school can anticipate when they will be on-site. Malon thought they probably want to finish up too so they can move to the next project. Elsesser added schools are obviously concerned about both safety and noise matters. So far both have been avoided, but the finishing work presents unknowns on how it will be dealt with. Malon doesn't believe it will cause a lot of noise, Tarpill agreed. Reilly added QA&M did a nice job.

## **5. Adjournment:**

Motion made to adjourn the meeting at 7:13 PM by Reilly. Motion seconded by Malon and passed unanimously. Elsesser declared the meeting adjourned at 7:15 PM.

Respectfully Submitted,

Nicole Archambault

Nicole Archambault

Minutes Clerk

**Note: These minutes are not official until approved by the Committee at the next Committee meeting.  
Please see subsequent meeting for approval or changes to these minutes.**