

HVAC GRANT BUILDING COMMITTEE MINUTES

SPECIAL MEETING

September 13, 2023 – 7:00 pm

1. **CALL TO ORDER** -- A special meeting of the East Granby HVAC Grant Building Committee was held in the small meeting room at the East Granby Town Hall. Chairman Jim Hayden called the meeting to order at 7:00 pm. In attendance were Jim Hayden, Bob Ravens-Seger, Tim Butler, Rick Granger, and Mike Malloy. Also in attendance was School Superintendent Melissa Bavaro-Grande.
2. **PUBLIC COMMENT** -- None
3. **MINUTES** – B Ravens-Seger made a motion to accept the August 23, 2023 minutes as presented. Seconded by T Butler. **Motion Approved Unanimously.**

4. **OLD BUSINESS**

a. **Project Update – HVAC/Indoor Air Quality Grant**

Ray Carlson, Town Facilities Supervisor, filed a report with J Hayden. He stated that the engineering contract is being set up. Work has started on the drawings and scope for Phase 2 which is planned to begin prior to spring 2024. The contractor work is progressing with the goal to have the exterior unit work completed before winter.

5. **NEW BUSINESS**

a. **Approve Bills** – There was a list of bills reviewed for approval:

Roger LaFleur Project Manager, Pm Resources LLC	\$ 3,319.50
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F & F Mechanical Service LLC	\$28,236.28
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Barbara Marsele Committee Clerk for September 13, 2023	\$ 100.00
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R Granger made a motion to approve all the bills as listed. Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

b. **Next Meeting Date**

As needed subject to the call of the Chairman

6. **PUBLIC COMMENT** -- None

7. **ADJOURN** – M Malloy made a motion to adjourn the meeting at 7:09 pm.
Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

Respectfully submitted,
Barbara A. Marsele
Committee Clerk