

**East Granby Board of Education**  
**Facilities Sub-Committee Meeting Minutes for**  
**Friday April 5, 2019**

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**Board Members Present:**

Mr. Bob Paskiewicz  
Mr. James Feeney  
Mr. Bob Ravens-Seger

**Others Present:**

Dr. Patricia Charles, Interim Superintendent  
Melissa Bavaro-Grande, Middle School Principal  
Sherry Holmes, Business Manager  
Ed Hubbard, Maintenance Director  
Jim Hayden, First Selectman

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**I. Call to Order and Pledge of Allegiance**

The facilities sub-committee meeting was called to order at 8:00 a.m.

**II. Facilities**

**a. TNE Proposal for BOE Office Mini Split Project** – A revised proposal of \$4,988 was provided to Ed Hubbard to address the replacement of the BOE office mini-split unit that failed last summer. The proposal was split to exclude the mini-split in the preschool room and will be addressed separately. The previous total for the two units was \$10,756. The Board will approve at the next BOE meeting.

**b. Capital Plan – Future projects**

Future projects were raised including HVAC at the middle/high school, gas conversion, electrical upgrades for panels that do not meet code, etc. Dr. Charles asked about timing and protocol for Capital Plan revisions. Jim Hayden reviewed the process with the committee: Board of Education approval of the capital projects is required first. The proposal then moves to the Board of Finance and then ultimately to a town meeting. Mr. Hayden asked how much is left in this year's capital plan. Sherry Holmes provided information that the oil tank removal and gas hot water heater conversions came in lower than expected for a \$5,017 savings. The technology funding has not been spent yet, but the \$60,000 appropriated will be used by the Tech Department.

**c. Electrical Upgrade at MS/HS from Federal Pacific**

The current Federal Pacific electrical panels are out of code and we cannot get new breakers. Federal Pacific is no longer in business. TNE suggests developing a plan to replace the electrical panels. Ed Hubbard said he met with the electrician and we will begin to change the electrical panels and circuits. Aluminum wiring is not an issue. It was replaced previously.

The electrical upgrades are needed before proceeding with the installation of the ductless Heat Pump units in the high school biology room and computer room. 25AMP subpanels will be installed. These rooms currently have failing unit ventilators.

**d. Middle/High School Life Cycle Report**

TNE is reviewing equipment and can provide a Life Cycle Report to help with planning for replacement. Much of the equipment at the MS/HS is beyond ASHRAE Standards.

**e. Gas Conversion at Middle/Highs School & Burner Upgrade –**

Dr. Charles and Ed Hubbard are working with Eversource and TNE to determine the potential for converting to gas at the MS/HS. It appears that gas lines can be extended to the high school to accomplish this conversion. We are looking at wrapping the project with an energy project with the potential for a 30% rebate

and savings used to support the purchase of the equipment. The oil boiler continues to be problematic. The 9 sections in the current boiler require a lot of energy to heat up. The new equipment has less mass and is made of stainless steel. The new boilers are modulating boilers as opposed to our current system of all or nothing.

**f. Roof Project Update**

Dr. Charles resubmitted the paperwork this week due to the School Construction Office preferring for the money appropriated to be broken down rather than the total amount originally requested. This minor revision required every document to be resubmitted. Dr. Charles continues to inquire about CHOICE Bonus points to increase reimbursement to the town.

**HVAC Contract Proposals** - The committee again reviewed the 3 proposals from TNE, F&F, and ESC. Ed Hubbard did a side by side comparison with the F&F and TNE contract. TNE provides 4 preventative maintenance reviews while F&F includes two. Although please with the TNE service, the Committee still favored the F&F contract due to the considerable difference in cost between the two proposals. Dr. Charles checked F&F references which were very positive. F&F has more service staff than TNE. F&F has over 30 technicians. Response time is within 4 hours. The full coverage contract covers all maintainable parts and labor.

**III. Adjournment**

The meeting was adjourned at 9:30 a.m.

*These minutes are issued pending Board of Education approval.*