



**BOARD OF SELECTMEN SPECIAL MEETING MINUTES
MONDAY, OCTOBER 19, 2020 – 7:30 PM
VIRTUAL ZOOM MEETING**

1. **CALL TO ORDER** – A special meeting of the Board of Selectmen (BOS) was held on Monday October 19, 2020 at the Town Hall Meeting Room. First Selectman Hayden called the meeting to order at 7:30pm. Selectman Doering and Selectman Ziobro were present.
2. **Consider and Act Upon Proposed Town Campus HVAC Capital Projects** – First Selectman Hayden discussed the Town Campus HVAC Capital Project Proposal, which would be comprised of four components. Work would be conducted at the Senior Community Center, Public Safety Building, Ambulance Barn, and the Center Street Fire Department Break room. Completing the four components will increase energy efficiency, reduce operating costs, and replace two failed air conditioning units.

The Senior Community Center currently has one zone for the entire building, six zones would be added to the building. The Public Safety Building runs off a single zone boiler for the entire complex and 8 zones would be added. The Center Street Fire Department Break Room will receive a ductless split system. The Ambulance Barn would receive a Packaged Terminal Air Conditioner (PTAC) Replacement, which can be installed in house. Two quotes were solicited from current vendors F&F (school vendor) and TNE (town vendor). F&F quote for the four components was \$54,330 and the quote from TNE was \$66,536. A third bid was not solicited as it could result in a situation of having three vendors in four buildings which could be inefficient and potentially problematic for service issues. The recommendation is to go with the low bid and have the town install the PTAC for a total cost of \$52,313. There was a discussion regarding upgrading to programable thermostats and considering an additional scope of work which would remove the antiquated reset system and replace it with sensors. A total project sum not to exceed \$55,000 will cover those contingencies.

Selectman Doering made a motion to submit for Board of Finance and Town Meeting action the approval of a sum not to exceed \$55,000 from the Capital Non-Recurring Fund for the Town Campus HVAC project. Any unexpended funds would be returned to the Capital Fund. Seconded by Selectman Ziobro. **Motion Approved Unanimously.**

3. ADJOURN – Selectman Ziobro made a motion to adjourn. Seconded by Selectman Doering. **Motion Approved Unanimously** at 7:46pm.

Respectfully Submitted,
Nicole Sokolowski