

HVAC GRANT BUILDING COMMITTEE MINUTES

SPECIAL ZOOM MEETING

November 9, 2022 – 6:30 pm

1. **CALL TO ORDER** -- A special meeting of the East Granby HVAC Grant Building Committee was held via Zoom. Chairman Jim Hayden called the meeting to order at 6:33 pm. In attendance were Jim Hayden, Bob Ravens-Seger, Tim Butler, Rick Granger, and Mike Malloy. Also in attendance were School Superintendent Melissa Bavaro-Grande, Board of Education Finance Director Ray Engle, and Project Advisor Roger LaFleur.

Prior to the beginning of the meeting, J Hayden swore in T Butler as a member of the Committee.

2. **PUBLIC COMMENT** -- None
3. **MINUTES** – B Ravens-Seger made a motion to accept the November 2, 2022 minutes as presented. Seconded by R Granger. T Butler abstained and the remainder all voted in favor. **Motion Approved.**
4. **UPDATE ON ACTIONS NEEDED TO APPLY FOR HVAC/INDOOR AIR QUALITY GRANT** – R LaFleur reviewed a specifications document handout which was based on the scope of work analysis done by Town Facilities Supervisor Ray Carlson and F&F Mechanical Services LLC. There was a discussion of various aspects involved in the work. There were questions which J Hayden will present to R Carlson in case the answers would change the specifications.
5. **UPDATE ON FUNDING SOURCES FOR TOWN SHARE OF GRANT** – R LaFleur developed a probable cost list based on the information from the scope of work analysis. The current estimated total cost, including construction and design contingencies, is \$825,000. If received, the State Grant would cover \$371,000. The Town would then be responsible to fund \$454,000.
6. **TIMELINE AND NEXT STEPS** – R LaFleur and J Hayden stated that the goal of the Committee is to assemble all the pertinent data required for presentation to the Board of Finance, the Board of Selectmen, and ultimately a Town Meeting for their review and potential approval of Town funding. Then, if the Town funding is approved, all the data, including those approvals, would be used by the Board of Education to apply for the Grant. To that end, R LaFleur developed a timeline which, though tight, is doable for the Grant application to be completed and submitted by the December 1, 2022 deadline.

7. **NEXT MEETING DATE** – November 16, 2022 at 6:30 pm at a place to be determined and if necessary.
8. **ADJOURN** – M Malloy made a motion to adjourn the meeting at 7:35 pm. Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

Respectfully submitted,
Barbara A. Marsele
Committee Clerk