

Hi Jack –

Below is the draft of the Building Committee section of the MINUTES of the 9-12-24 Board of Education meeting. Could you check for accuracy and “transparency” and then give me a call with any suggestions.

You will be a “Guest” at the October 11, 2024, Board meeting at 7 PM.

Thanks,

Adam (10-7-24)

Copies to Building Committee Members in Preparation for the 10-22-24 Meeting

Building Committee Update

The Building Committee meeting minutes from August 1, 2024, were provided. There also was an update of the meeting held on 9/10/24 to review projects completed over the summer months and upcoming ones.

Mr. Burrows distributed a Capital Improvement Update from the Building Committee. Meagan Wicks requested more transparency between the Building Committee and the Board of Education in regards to large projects. She suggested that the Board be provided with more detailed information on the approved bids from the Building Committee, so the Board has the option to ask questions before approving such large expenditures. Mr. Burrows stated that perhaps Jack Wesa and the Town Treasurer can come to review the procedures with the BOE.

Mr. Burrows noted that the Building Committee, as per town guidelines, was appointed by the Board of Selectmen and strictly follows the guidelines of the town “Procurement Policy” that utilizes an RFP (Request for Proposals) process to review bids and make a motion to approve a contractor. The decisions of the Building Committee have then been placed on the next Board of Agenda for the approval and documentation of the decision. The Student Services HVAC quote came in higher than anticipated and the contractor made the requested adjustments to lower the cost. In order to have the work completed for the opening of school, the Building Committee supported proceeding with this \$15,650 project.

It is important to note that Town set aside HVAC funds and not Board of Education operating budget funds were used for this project. Of the many projects that have been completed over the past few years, this was the first project that proceeded prior to a vote of confirmation by the Board of Education. It was mentioned at the July 2024 Board of Education meeting that the Building Committee requested modifications of the original \$20,640 and this resulted in a savings of \$4,990 in the Town funds set aside for HVAC projects.

Building Committee Motion #1 on 8/1/24 (Kallio/Millovitch), recommending the Special Services HVAC upgrade be awarded to New England Service & Control LLC at an adjusted quote of \$15,650 – all in favor.

Other RFP Quotes Received for the Special Services HVAC upgrade:

- NESC - \$20,640 (reduced to \$15,650)
- Save-Mor - \$38,700

MOTION # 2 (9/12/24) was made (Wilson/Grant) for the Board to approve the Building Committee’s decision to accept the quote/RFP from New England Service & Controls in the amount of \$15,560 for the Special Services HVAC upgrade; all in favor; motion passes.

Mr. Burrows note that the Central Office HVAC System was also reviewed by the Building Committee and requested a motion to document the Board of Education review of this project

MOTION # 2 (9/12/24) was made (Wilson/Grant) for the Board to approve the Building Committee’s decision to accept the quote/RFP from New England Service & Controls in the amount of \$18,450 for the Central Office HVAC replacement; 5 in favor, 1 abstention (Wicks); motion passes.

Mr. Burrows noted that completing the HVAC of the Student Services office in the school building took priority over completing the central office HVAC which was review by the Board of Education at the July 11, 2024, meeting. A recent check of the 7-11-24 Minutes documents the following:

MOTION # 3 (7/11/24) was made (Wilson/Muschiano) for the Board to approve the Building Committee's decision to accept the quote/RFP from New England Service & Controls in the amount of \$18,450 for the Central Office HVAC System; all in favor; motion passes.

Other RFP Quotes Received for the Central Office HVAC:

- D/E/F Service Group, LTD for \$28,800.00
- Action Air Systems, Inc. for \$60,512.00

Building Committee Capital Improvement Update as of 9-10-24

Project	Date	Projected Cost	Funding Sources
<i>HVAC for Gymnasium (Bid Approved by Building Committee)</i>	2024/25	\$191,800	<i>ESSER III \$95,272 (by 9-30-24) And HVAC Funds of \$96,529 Possible \$10,000 Rebate</i>
<i>Central Office HVAC Replacement (RFP)</i>	2024/25	\$18,450	<i>Town set-aside HVAC funds</i>
<i>HVAC in Kindergarten Rooms (RFP)</i>	2024/25	\$16,950	<i>Town set-aside HVAC funds</i>
<i>HVAC in Special Education Offices (RFP)</i>	2024/25	\$15,650	<i>Town set-aside HVAC funds</i>
Library HVAC Upgrades (RFP)	2024/25	\$22,421	Town set-aside HVAC funds
Fire Alarm Panel Replacement	2024/25-26	\$250,000+	Request a Special Town Allocation
Replace a 32-year-old Generator	2025/26	\$127,300	Request a Special Town Allocation
Gym Sliding Door	2025/26	\$140,000	Request a Special Town Allocation
Electric Panel Upgrade	2025/26	\$38,000	Operating Budget or other
Central Office Repairs and Upgrades	2025/26	\$26,700	Operating Budget or other
Security Check– All Entrances	2025/26	\$11,000	Operating Budget or other

Completed in Italics

(HVAC Available Funds equals \$22,421)

Asbestos Abatement Funded by the Oil Tank Reimbursement Funds

Talevi, as per the agreement from the RFP process, will complete the asbestos abatement in the summer of 2024 and Mystic Air will complete air quality assessments for four VES classrooms.

- Funds for this asbestos abatement were made available at a Town Meeting that approved a set aside of \$112,742.19 that was reimbursed to Voluntown from the oil tank replacement grant.
- Asbestos abatement costing \$39,718.71 was completed in the summer of 2023 in the 1950 and 1970 hallways with a remaining balance of \$73,023.48 at the beginning of 23-24.
- During the summer of 2024 we completed four classrooms in the 1970 section of the school. Talevi was \$24,880 for the asbestos abatement in rooms 31, 32, 33, and 34; Flooring was \$13,824 and Mystic Air was \$6,210.
- This leaves a remaining balance of \$27,824.48 to complete the next phase

(Reviewed by ASB on 10-7-24)