

**BOARD MEETING MINUTES**

**PRESENT via zoom:** Board Members: Chair Robert Weir, Vice Chair Timothy Fleury, James Noyes, Becky Beno  
Superintendent Tari Thomas; Principal Sue Greenlaw; Wayne Fillion from Yeaton MEP, Inc.; Building Custodial Director, Steve Hoyt; Tammy Reardon

**CALL TO ORDER:** Chairman Weir called meeting to order 4:03pm  
Principal Sue Greenlaw Briefly described Meeting discussion will focus on school air ventilation system proposals

Superintendent Tari Thomas was introduced  
Tammy Reardon will be taking minutes this evening  
Wayne Fillion from Yeaton MEP, Inc joining meeting to explain and answer any questions regarding the proposals

No public members have joined the zoom meeting

**Ventilation System Project:**

Greenlaw:

Explains that it is ok to move ahead with review of the air ventilation system for the school without going through the bidding process, per legal advice she received via the SAU guidance.

ARC Mechanical Contractors has submitted a proposal for repairs to the unit ventilators located in the “new” section of the building and they advised that they could not additionally do the ventilation proposal or installation of the 1931 portion of the building and referred Steve Hoyt to Yeaton for this.

Refer to Daniel Hebert Inc. General Contractors July 8, 2020 scope of the proposed work to install (7) Lifebreath Energy Recovery Ventilators. Wayne Fillion will review.

Wayne Fillion:

Met at school with Steve Hoyt at suggestion of ARC to review needs for existing (1931) classrooms. Looking for a goal of installation prior to the start of school. Fillion reached out to Daniel Hebert Inc to meet on site. Review of the building and the current wind driven turbine ventilation system. This increases the complexity of installation. On site building review and evaluation of needs included Hoyt, Fillion, Jerry of Yeaton Assoc. and a subcontractor from JA Cory (who is familiar with BES).

Fillion indicates that they fielded questions from both Sue and Steve. Fillion indicated that Steve has a real good handle on the needs and challenges of BES building. He is very helpful and willing to take on some responsibilities to assist in the timely completion and decrease in cost of the project.

The proposed ventilation system is a fresh air system, energy recovery system unit venting out, there will be no recirculation of air to prevent cross contamination of particles in the air. research was done on the existing ventilation condition. There will be visible mechanical ventilation ductwork but will have acceptable aesthetics.

Two proposals include Daniel Hebert Inc for the older portion of the building and ARC for the new portion of the building.

Weir:

Requesting estimation of time for completion. Understanding challenges to complete prior to the start of school.

Fillion:

Delivery of equipment may be an issue due to COVID. Shipping of equipment has been a challenge and something that can not be controlled.

The project can be done piecemeal. Much of the work can be done in advance of the equipment's arrival. Equipment can be installed after school or during the day if allowed. By the end of September, hopefully could be done by mid September. Could not have completed prior to the start of school, end of August.

Greenlaw:

Would prefer not to postpone the start of school, August 31. Best to start on time if windows could be opened for air exchange. Classrooms have large windows. Could possibly move students from a room to another location for work to be done during the day if needed. Temporary moving a class is a possibility.

Fillion:

Open windows from September - October would work to flush air and exchange the air. Would encourage windows being opened whenever possible.

Hoyt:

Large box window fans could be purchased reasonably and used to move air through windows for short term solution.

Beno:

Does this meet the state ventilation standards

Greenlaw:

State and CDC constantly refer to ventilation needs for indoor groups, social distancing and face coverings. I would like to opt for shields. BES looks to still take exceptional measure some include one way walkways, distancing and bussing safety measures.

Hoyt:

Meets CDC requirements for ventilation.

Beno:

Question expenses for maintenance and other costs involved with the ventilation systems?

Hoyt:

Filtration cartridge changes, this system has good ratings, including energy ratings with low power usage. Noting that ARC was able to fix the newer ventilation system within the building, but could not handle the old building section ventilation system. They referred him to Wayne.

Weir:

Agrees is is a much needed, especially now with the covid concerns

Noyes:

Questions where the money will come from? Is there COVID funding or with the building capital reserve be enough to pay for the project?

Hoyt / Greenlaw:

The building Capital reserve has 120,000, there is 25-30 thousand left in the current COVID money. Will look at the building line items.

The federal government is talking about another round of funding to help school with the reopening

In the past/couple of years ago when the school rewiring project was done, money was used from the building capital reserve make up the difference.

Noyes:

Agrees that there should be another round of COVID funding for schools coming /brief discussion that all receipts should be kept. Be sure the paper trail is in place.

Weir:

Discuss concern for using all of the building capital reserve fund. Will have to have a plan to replenish the fund. It is in place for needs that arise. How is it expected to be paid for, will the next stimulus package money pay for the project

Noyes:

We are following the CDC guidelines, feel that it is a must do and not a want to do.

Greenlaw:

We are following the consistent State and CDC recommendations to get kids safety back into the school building.

Weir/Greenlaw:

Question about the Homeland security grants used in the past, is this type of grants available, or if they will be available in the future who would write them?

Greenlaw has written some grant applications in the past. She, Steve and Tari have discussed the possibility of hiring a grant writer for the school. They would be paid only if a grant was received, a percent or portion of the grant. This would allow the school to take advantage of grants in the future, as many are available. Bob questions the SAU has a grant writer, Paul Williams. Sue indicated that he has never sought grant funding other than the SAU school grants like Federal IDA and Title 1 grants for example.

**MOTION BY James Noyes, SECONDED BY Becky Beno, TO PRINCIPAL SUE GREENLAW TO LOOK FOR A GRANT WRITER FOR BES. ALL IN FAVOR, MOTION CARRIES**

Weir:

Are other schools looking into installing ventilation systems in the area that anyone is aware of?

Greenlaw:

Not aware of anyone else. Noting that BES is probably the oldest school building around, 90 years old.

Fillion:

Keeping everyone as safe as possible until there is a vaccine is very important. CDC guidelines indicate the importance of ventilation. Seeking grants is encouraged as he believes a lot of money is available for these needs. Encouragement to keep receipts including administration time and request for moneys for relief and/or percentage is available.

Until the ventilation system can be completed strongly encourages windows to be opened as much as possible, this is a way to ventilate classrooms while the weather will allow.

**MOTION BY James Noyes, SECONDED BY Tim Fleury, TO APPROVE TO APPROVE THE PROPOSAL THE DANIEL HEBERT INC. WRITTEN BY JERRY McGEE PM FOR INSTALLATION OF LIFEBREATH ENERGY RECOVERY VENTILATORS, \$104,320 ALL IN FAVOR, MOTION CARRIES**

**MOTION BY James Noyes, SECONDED BY Tim Fleury, TO APPROVE THE ARC MECHANICAL CONTRACTORS PROPOSAL TO #20-548 UNIT VENTILATOR REPAIR, \$25,500. ALL IN FAVOR, MOTION CARRIES**

Greenlaw:

Thanks Wayne Fillion for his time and meeting on a friday afternoon, leaves zoom meeting

**MOTION BY James Noyes, SECONDED BY Becky Beno , TO AUTHORISE Bob Weir TO SIGN THE DANIEL HEBERT INC. AND ARC MECHANICAL CONTRACTORS AGREEMENTS. ALL IN FAVOR, MOTION CARRIES.**

Brief discussion on financing of the project. Grant funding availability will be researched. Building capital reserve has \$122,00 and the ability to use \$10,000 from the building line account; could be used if grant funding is not available.

**MOTION BY James Noyes, SECONDED BY Becky Beno, TO EXPEND THE BUILDING CAPITAL RESERVE FUNDS UP TO 122,000 FOR THE INSTALLATION AND UPGRADES TO THE BES VENTILATION SYSTEMS PER THE DANIEL HEBERT, INC AND ARC MECHANICAL CONTRACTORS PROPOSALS. ALL IN FAVOR, MOTION CARRIES**

NON-PUBLIC SESSIONS AS PER RSA 91A:3 I, II : NOT NEEDED

OTHER BUSINESS: Plan to meet during August regular scheduled school board meeting: 8/11 /2020

ADJOURNMENT

**MOTION BY Tim Fleury, SECONDED BY Becky Beno, TO ADJOURN THE MEETING AT 5:10 PM. ALL IN FAVOR, MOTION CARRIES.**

Respectfully submitted,  
Tammy Reardon  
Substitute Board Clerk