HVAC GRANT BUILDING COMMITTEE MINUTES

SPECIAL ELECTRONIC ZOOM MEETING
January 22, 2025 – 6:30 pm

1. **CALL TO ORDER** -- A special meeting of the East Granby HVAC Grant Building Committee was held electronically via ZOOM. Chairman Jim Hayden called the meeting to order at 6:35 pm. In attendance were Committee Members Jim Hayden, Bob Ravens-Seger, Tim Butler, and Mike Malloy. Superintendent Melissa Bavaro Grande was also present.

2. **PUBLIC COMMENT --** None

3. **MINUTES –** Bob Ravens-Seger made a motion to accept the December 17, 2024 minutes as presented. Seconded by Mike Malloy. **Motion Approved:** Hayden, Ravens-Seger and Malloy in favor and Butler abstained.

4. **OLD BUSINESS**

   a. **Project Update – HVAC/Indoor Air Quality Grant** – The Committee Chair reviewed a brief report submitted by Town Facilities Supervisor Ray Carlson. Mr. Carlson confirmed that the project is on budget and on schedule with a September finish date. He also wrote that: "Mostly control work was done in December since weather temperatures would preclude taking the system off line. Some of the cabinet unit heaters have been removed and work is proceeding on electrical control wiring."

5. **NEW BUSINESS**

   a. **Approve Bills –** The following bill was reviewed for approval:

      F & F Mechanical Services LLC $6,807.60

      Bob Ravens-Seger made a motion to approve the bill as listed. Seconded by Tim Butler. **Motion Approved Unanimously.**

   b. **Next Meeting Date –** As needed by the call of the Chairman.

6. **ADJOURN** – Bob Ravens-Seger made a motion to adjourn the meeting at 6:46 pm. Seconded by M Malloy. **Motion Approved Unanimously.**

Respectfully submitted,
James M. Hayden
Committee Chairman