HVAC GRANT BUILDING COMMITTEE MINUTES

East Granby Town Hall Small Meeting Room
Wednesday, June 4, 2025 – 6:30 pm

1. **CALL TO ORDER** -- A special meeting of the East Granby HVAC Grant Building Committee was held on April 16, 2025. Chairman Jim Hayden called the meeting to order at 6:32 pm. In attendance were Committee Members Jim Hayden, Bob Ravens-Seger, Tim Butler, and Mike Malloy. Also present was Town Facilities Supervisor – Ray Carlson

2. **PUBLIC COMMENT --** None

3. **MINUTES –** B Ravens-Seger made a motion to accept the April 26, 2025 Minutes as presented. Seconded by T Butler. **Motion Approved –** Hayden, Butler, Ravens-Seger in favor, Malloy abstained.

4. **Project Update – HVAC/Indoor Air Quality Grant** – Town Facilities Supervisor R Carlson reported that the project is running slightly ahead of schedule and the project is on budget. Mr. Carlson stated that the job is progressing with four cabinet unit heaters left to install along with the final connections and controls work. Work is scheduled for the summer break with a completion date by the end of July. Finishing work such as floor repairs will also be complete by the end of July. Chairman J Hayden thanked Mr. Carlson for his indefatigable work on this project. Mr. Carlson also mentioned that the Town maintains the laptop that controls HVAC at all three schools for greater transparency and control. Additionally, air quality indoor monitors were added to the project that meet the new standards of fresh air mixing. Chairman Hayden mentioned that a $269,590 reimbursement was received from the State on June 4, 2025.

5. **NEW BUSINESS**

   a. **Approve Bills –** The following bills were reviewed for approval:

      F & F Mechanical Services LLC 5/31/2025 Requisition for $4,949.46 as approved by Facilities Supervisor Ray Carlson.

      R Ravens-Seger made a motion to approve the bill as presented. Seconded by M Malloy. **Motion Approved Unanimously.**

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

6. **PUBLIC COMMENT -** None

7. **ADJOURN** – T Butler made a motion to adjourn the meeting at 6:55 pm. Seconded by M Malloy. **Motion Approved Unanimously.**

Respectfully submitted,
James M. Hayden
Committee Chairman