

JAN 09 2024

**Colebrook Town/School Building Committee**

COLEBROOK TOWN CLERK

*Special Meeting – January 3<sup>rd</sup> 2024, CCS Library***Minutes**

1. Meeting called to order at 5:59pm by Chairman Mark Masslon
  - a. Members present: Masslon M., Marmer E., Young S., Wilbur D., Roy R
  - b. Members absent: none
  - c. Also present: Gilbert R., LaFleur R., Bremer B., Ruwet AJ, Salamone J
2. Minutes of December 7<sup>th</sup> 2023 meeting approved as distributed
3. Update and review of ongoing roof and gutter items by LaFleur
  - a. Progress/future work by Winn and Insulation contractor summarized;
  - b. LaFleur also presented his personal-services invoice for \$2800;
  - c. Board recommended payment of the invoice by Colebrook BoE; move, Young; 2<sup>nd</sup> Marmer; vote, unanimous
4. Board review of and commentary on HVAC project CD drawing package as submitted by Salamone; Board recommends:
  - a. adding water filter at inlet of boiler(s) ; deduct Alternate Plan to be incorporated by Salamone;
  - b. adding Note C for deduct back to MDP panel structure;
  - c. upgrading wire size of service disconnect switch and the MDP to allow for full load rating;
  - d. removing playground utility poles and implementing special care in digging trench for storm drain and proposed underground powerlines along playground and NE side of school building
  - e. Salamone revisiting overall planning of eastern side of parking lot and placing of transformers underground, especially relocating transformer from grass behind catch basin to the parking lot with accompanying bollards
5. Next meet set for 6:00pm, Jan 16<sup>th</sup> 2024; snow date 6:00pm, Jan 17<sup>th</sup> 2024
6. Meeting adjourned at 7:10pm - move, Roy; 2<sup>nd</sup> Masslon

Respectfully submitted 1/9/24,

Ernest Marmer, Secretary