

**Green Mountain Unified School District Board**  
**Special Meeting Minutes**  
Thursday, September 27, 2018  
GMUHS Library Learning Commons  
6:00 p.m.

**I. ROLL CALL/CALL TO ORDER:**

**Board:** Joseph Fromberger, Jeff Hance, Marilyn Mahusky, Kate Lamphere, Kathy Muther, Michael Studin, Rick Alexander, Erin Lamson, Doug McBride (via phone)

**Staff:** Meg Powden, Lauren Fierman, Todd Parah, Jim Spaulding

**Public:** Shawn Cunningham, Wayne Wheelock, Naomi Johnson, Chris Meyer

Ms. Mahusky called the meeting to order at 6:02 p.m. The board members introduced themselves.

**II. APPROVE AGENDA:**

Ms. Muther **moved** to approve the agenda. Ms. Lamson seconded and the motion carried with no opposition.

**III. COMMUNICATIONS:**

**A. Public Comments**

None.

**B. Board Comments**

Ms. Powden encouraged the board to review the new “meeting invite” system and “accept” or “decline” the meeting invite so that the administration is aware of whether or not there will be a quorum. Mr. Fromberger noted his frustrations with accepting the invite and having to log in to do so. There was also discussion about the board not receiving efficient notification of the cancellation of Tuesday’s meeting. The board also discussed having a reason for cancellation of the meeting.

**IV. NEW BUSINESS:**

**A. CAES Electric Design Review and Cost**

Ms. Powden shared information on the electric design as presented by HB Energy and reviewed by Dufresne Henry. The proposal is to repair electrical damage including the replacement of the electrical service entrance as well as the main distribution equipment being rated for 600 amp, and replacing the feeder wires to remote panels throughout the school and installing new branch circuits to the other equipment in the utility room for a cost of \$75,262.00.

Ms. Johnson noted that Saday Radvar, the electrical engineer who has been working with Dufresne Henry has some comments. She noted that the comments were about the disconnect switch and the surge protection needs to be included. The contract also needs to comply with the contract documents with the school that HB Energy will comply with the notes supplied by Saday Radvar, basically add “subject to confirmation of the technical items listed by the electrical engineer. Ms. Johnson read aloud the comments from Mr. Radvar and noted that the suggestion that they will need surge protection may add to the cost quoted by HB. There was discussion about the possible additional cost for the surge protection. Ms. Johnson noted that she would be guessing at the cost, but assumed it would be a low percentage of the total cost.

Mr. Fromberger questioned what of these expenses is covered by the insurance. Ms. Johnson noted that it was her understanding that the work covered in this proposal is covered by the insurance. The replacement of the additional panels is not covered by insurance, but also not included in this proposal. There was discussion about the reasonableness of the cost. Ms. Johnson suggested that the board make any motion subject to Mr. Radvar's review of the costs of the project and determination of their being reasonable. Mr. Parah questioned the upgrade to the 600amp service and wondered if there are other changes related to the 600 amp upgrade that should be done now. Ms. Johnson noted that they are upgrading the service to 600 amp to prepare for the future, but it isn't currently necessary. Ms. Johnson noted that the peak usage is 80 kw (230 amps) in the last 12 months. She noted that the normal "future" plan is a 10% increase which still keeps them in line with the 400 amp service the school currently has. There was discussion about possible improvements to the school that might bump that up.

Mr. Alexander questioned Mr. Spaulding if there are any transfer switches that were damaged by the water. Mr. Perry noted that prior to this flooding, there were no disconnects, but this proposal includes it. Mr. Alexander questioned if there were any code issues related to generators or disconnect switch.

There was discussion about water sensor alarms. Mr. Spaulding noted that he hasn't researched it yet, but thought that it was a good idea, but it wouldn't be included in the insurance coverage. Mr. Meyer questioned if the boilers will be placed over the high-water line. Mr. Studin questioned the cost breakdown. Ms. Johnson noted that the costs for parts are in the low \$30,000's while the labor are in the low \$40,000's. The insurance will not cover the \$1000 upgrade from 400amp to 600amp service.

Mr. McBride questioned the need to have competitive bidding. Ms. Powden advised that because this is an emergency situation they do not. Ms. Powden confirmed with Cassandra Ryan at the state. He also questioned how they will determine the reasonableness of the costs. Ms. Mahusky noted that this is the service being provided by Saday Radvar, the electrical engineer working with the Dufresne Group. Mr. McBride questioned if Ms. Johnson had a sense that this is the type of project that will expand beyond to scope and cost of the proposal. Ms. Johnson noted that the wires running to the remote panels may be difficult to remove. She further suggested that the board seek HB's hourly rates so that they have an idea of what the extra costs could be. There was discussion about the timeline of this work. Ms. Johnson noted that Mr. Perry has anticipated that the work can be complete within 6 weeks. Ms. Mahusky questioned if Ms. Johnson would recommend that the board approve the contract contingent on the conditions discussed being satisfied. Mr. Wheelock questioned if the board had to approve more than the \$1000 that isn't covered by the insurance. Mr. Alexander suggested legal counsel review the contract. Ms. Powden noted that Mr. Radvar's work will include making sure that the work proposed is the work done. Ms. Powden also noted that VSBIT has approved covering this expense as presented. Ms. Powden noted that if the district spends more than \$15,000 it requires board approval. Mr. Hance noted that the vote is to hire the company. Mr. Parah questioned if Mr. Spaulding has contacted Efficiency Vermont to see if there can be any reimbursement for anything not covered by insurance—whether costs for the project or for consultants.

Mr. Fromberger **moved** to approve the expenditure of \$75,262.00 to hire HB Energy with the contingency that the electrical engineer confirms the reasonableness of the costs presented and the inclusion of language in the contract regarding the electrical engineer's conditions as outlined by Naomi Johnson, as well as obtaining the hourly rate for any unanticipated extra work such as

extra costs associate with replacing the wires to the seven remote panels. Ms. Muther seconded and the motion carried unanimously.

#### **B. CAES Replacement of Boilers and Hot Water Heater**

Ms. Mahusky distributed the bids for the boilers and hot water heater. The proposal for the boiler is for \$116,770.00. There is a bid for \$6,870 for the hot water heater. Mr. Spaulding noted that they purchased the hot water heater 2 years ago for the same cost. There was discussion about the school previously having 2 boilers and there is an alternate proposal to install 3 Buderus boilers in lieu of two Burnham boilers. Mr. Spaulding noted that ARC mechanical has already designed the boiler system so they already have those plans. He noted that the more efficient system is less expensive than the prior system. This expense is also covered by the insurance. There was discussion about reaching out to Efficiency Vermont to determine the best option. Mr. Spaulding noted his concern with waiting on EV to make their recommendation. He noted that ARC has a 3-4 week lead time (if they can start demolition now). He noted that VT Mechanical had an even further lead time. Mr. Alexander noted that this has nothing to do with Efficiency Vermont. He noted that EV will offer incentives which will help the insurance company with the replacement costs. It will also help the tax payers with maintenance costs after the fact. There was discussion about the insurance company having reviewed the ARC proposal and having approved both proposals. Ms. Powden noted that the insurance adjuster felt that it made more sense to go with the upgrade—it is more efficient and is a lower cost proposal. Mr. Spaulding discussed the benefits of the new system. There was also discussion about the alternative proposal with the upgraded boilers fitting into the electrical engineering design. Mr. Hance questioned if the 3 boilers will require a new slab. Mr. Spaulding advised that it would, but that is figured into the proposal and in to the 3-4 week timeline. He confirmed that the slab removal and new slab are included in the proposal.

There was discussion about how EV comes into play when these expenses are covered by insurance. Mr. Spaulding noted that EV may offer a rebate for having done this work. This can help offset some of the other costs. There was discussion about whether such rebates would go to the school or VSBIT. Mr. Meyer questioned if the boiler work can be done concurrently with the electrical work so as not to further delay. Mr. Cunningham questioned the 3-4 week timeline. This is the time from approval, to ordering equipment, to prepping the equipment, to installing the equipment. There was discussion about the existing DDC control system and whether it was damaged or not. Mr. Parah questioned why ARC felt that going with the 3 smaller boilers were better than the 2 larger units. Mr. Spaulding noted that the smaller units are more efficient because they use less fuel per hour. Ms. Lamphere questioned how they determine if this cost is reasonable (like they do with the other project). She questioned if when the school used ARC previously, if it was done in a competitive bid. Mr. Spaulding noted that they were and ARC did that work quite quickly in the past. Mr. Meyer questioned if this was approved by the insurance and they only need one bid due to the emergency nature of the situation, can't they just approve it.

Mr. Studin **moved** to accept the bid from ARC as proposed in the alternate proposal for \$112,875.00 which includes the installation of three Buderus boilers in lieu of two Burnham boilers. Ms. Lamson seconded and the motion carried unanimously.

Ms. Mahusky distributed the bid for the replacement of the hot water heater for \$6,870.00 from ARC. This replacement is also covered by insurance and has been approved by them. Mr. Parah questioned the on-demand hot water and if it is an option at CAES. Mr. Spaulding noted that they would need LP and they don't have that currently. The only way to do it is with the fuel oil

and that isn't efficient. There was discussion about this tank being the same size as was there previously.

Mr. Studin **moved** to approve the bid from ARC for the replacement of the hot water heater for \$6,870.00. Ms. Muther seconded and the motion carried unanimously.

### **C. Updates on the Work**

Ms. Powden responded to the questions Mr. Meyer presented last week. She addressed the responsibility of restoring CAES to its former state being this board's responsibility. She also noted that communications have been sent via emails, Facebook posts, VT Journal, Chester Telegraph, Beating Drum and other outlets. There was discussion about press releases getting posted on CAES Facebook page. Mr. Meyer noted that the email that was sent last week that broke down the communications was perfect. Ms. Powden addressed whether this could be designated a disaster. She contacted Dan French at AOE who directed her to Ben Roth with Emergency Management and he advised that it has to be deemed such at the federal level (with approximate costs of about \$1,000,000 or more). Ms. Powden spoke about the costs thus far for the project. She noted that she is relying heavily on Mr. Spaulding for his expertise on this work. There was discussion about the precautions being added to reduce the likelihood of this happening again. The school going to the right size pipe will help. Ms. Johnson noted that the size of the pipe was not what caused this problem to occur. There was discussion about pressure reducing valves and whether they would help this situation. Mr. Spaulding discussed the cause of the bolt breaking.

There was discussion about what the school is doing with the town to prevent this in the future. Ms. Powden noted that there are now monthly meetings with the school principals, the town manager, various department heads at the town and the schools' maintenance directors. There was discussion about sharing information about vendors. There was discussion about having similar conversations in Cavendish. There was discussion about Mr. Spaulding and his team doing preventative maintenance. He noted that the policy is that his team checks the boiler room first thing in the morning and the last thing at night. He discussed the oil spill at Saxtons River and the desire to prevent a similar situation. There was discussion about annual or semi-annual professional inspections. Mr. Spaulding noted that the boilers and plumbing were inspected and approved last summer. He advised that they don't check the torque of bolts and can't see if there are broken pieces within systems.

Ms. Powden noted that the school district will continue to address the precautions of the work in the future. There was also discussion about the plan to winterize the building. Currently the plan is to open the school in mid-November. There was also discussion about the move to this building—there were moving vans lined up, but the community wanted to help sooner. Mr. Meyer reported that he has lined up a box truck to move back to the CAES building when ready (at no charge).

Ms. Powden noted that the carpeting replacement has been approved. She also reported that the fill work under the slab has been completed and they are waiting for it to cure so they can install the carpeting. She estimated the carpet install at around \$12,600. Ms. Johnson gave an update on the water pipe work thus far. The pipe has been laid to the last corner and they are on schedule thus far.

Mr. Spaulding noted that once the pipe is installed to the boiler room, they still need to plumb the line in. He approached Arne Jonynas to see if he could take care of that if the board approved.

Mr. Spaulding noted that ARC can also do that work. Mr. Spaulding will seek 3 estimates for this work.

Ms. Powden noted that she has spoken with 2 Clerks of the Works to get estimates. Their costs would be 10% of the costs, therefore she recommended hiring Ms. Johnson as the Project Manager for \$3200.00. Mr. Fromberger **moved** to approve hiring Ms. Johnson as the project manager as proposed for \$3200.00. Mr. Alexander seconded. Ms. Johnson gave the board some precautions regarding the proposal, noting that this isn't a very expansive scope. It includes the project manager work on a time and expense basis for overseeing the work as well as the cost for the final inspection. She noted that this doesn't include a lot of time, but the project is relatively small. She didn't feel that they will need a lot of hours. She noted that Mr. Spaulding is coordinating much of the day-to-day work. Ms. Davenport questioned if this will free up Ms. Powden and Ms. Fogg to do more administrative work. Ms. Powden advised that it will but she will still follow up from time to time on the progress of the work. The motion carried unanimously.

There was discussion about the carpet replacement. Ms. Powden noted that the board approval wasn't required, but recommended. Mr. Studin **moved** to approve the carpet replacement as presented for \$12,600. Ms. Muther seconded and the motion carried unanimously.

**V. NEXT MEETING:**

The next meeting will be Thursday, October 18, 2018 at 6:00 p.m. at CTES. The Eagle Times requested to be added to the press release distribution list. The board requested Ms. Hammond to come to give preliminary budget work. Mr. McBride requested that the board discuss a standing report each month. Mr. Studin noted that the CTES principal recommended that the food service committee look into the Abbey Group. There was a request to have preschool discussions on the next agenda. Ms. Mahusky suggested that they meet with Ms. Powden first before this board. Ms. Powden noted that the preschool isn't GMUSD's preschool. Mr. Meyer questioned if the school's insurance policy has been evaluated and determined if it needs to be changed. Mr. Fromberger noted that Ms. Hammond did an analysis of the insurance policies very recently and determined that it is reasonable. Mr. Fromberger noted that he had recommended that they publish the policy coverage on the website.

**VI. ADJOURNMENT:**

Mr. Fromberger **moved** to adjourn at 7:20 p.m. Ms. Muther seconded and the motion carried unanimously.

Respectfully Submitted,

Amber Wilson  
Board Recording Secretary