

**WESTBROOK BOARD OF EDUCATION**  
**EDUCATE, CHALLENGE, & INSPIRE**  
**Tuesday, September 28, 2021**  
**Long Range Plan Sub-Committee**  
**4:30 p.m. - Google Meet**

**MINUTES**

Members Present: Michelle Palumbo and Don Perreault

Also Present: Dr. Kristina Martineau, Superintendent; Lesley Wysocki, Business Manager and Roger LeFleur, Consultant

I. I. CALL TO ORDER: The Long Range Plan Subcommittee meeting was called to order at 4:30 p.m. by Don Perreault, Chair.

II. APPROVAL OF MINUTES

1. August 4, 2021

A. MOTION by D. Perreault and SECOND by M. Palumbo to approve the minutes of August 4, 2021. Vote unanimous.

III. A/C FEASIBILITY STUDY REVIEW WITH ENGINEER

High School:

A. Energy codes were based on May-October- 23 occupancy per classroom.

B. West & North wings 50% ductwork need to be upgraded because of size.

C. Ventilation Rate is adjusted by the Control System which is adjusted to classroom occupancy- this will increase the volume of air throughout the day (Covid Proactive). Suggest running system 2 hours before and after school. System is programmed to turn on and off.

D. West Wing will have a rooftop system. North Wing will be an interior (attic) air handler system.

E. Zoning will be sectioned off for each room based on occupancy. Best economy, efficiency (20/25 years)

F. When more than 50% needs upgrade, everything needs to be meet code 100%

G. Brand new system- steel, duct, electrical.

H. Installation/Work to occur during summer.

I. Discussion about benefits/need of increased ventilation and climate control within the building.

Daisy Ingraham:

A. The committee voted for a more in depth air conditioning feasibility study for Daisy. Vote unanimous.

- IV. DASYS REMAINING UNIT VENTILATOR OPTIONS
  - A. ABS controls need to be replaced on unit ventilators. Roger LeFleur recommended replacing ABS controls for all unit ventilators. The vendor has agreed to hold the current cost and the committee agreed to move forward with the vendor to finish the ventilator project. (19 units)
  
- V. DAISY DOOR PROJECT PRELIMINARY DISCUSSION
  - A. The committee discussed the project being placed in the 2022/2023 Capital Improvement Plan
  
- VI. FUTURE WHS AND OTHER HVAC PLANS
  - A. Roger LeFleur recommended that rooftop units will be a part of the air conditioning system.
  
- VII. DRAFT – 2023-2027 CAPITAL PLAN DISCUSSION
  - A. Lesley Wysocki will reorganize the plan as discussed at the committee meeting. The committee will review the plan at the next meeting.
  
- VIII. ADJOURN - MOTION to adjourn at 5:31 p.m. by D. Perreault and SECOND by M. Palumbo. Vote unanimous.

TBA at next meeting