

Town of Shutesbury  
Town Buildings Committee  
Draft Minutes of 5/13/21meeting

Meeting begins 6:16 PM

Members Present: Bob G, Frank McGuinn, Bill Wells, Steve Sullivan

Absent: Nancy Matthews, Jim Aaron

Guests: Becky Torres, Mike Vinskey

Minutes of meeting 5/5/21 reviewed, approved unanimously.

Discussion of SES HVAC issue.

BG shares doc describing SES HVAC problem.

April 5, 2021

Town of Shutesbury  
Buildings Committee  
Shutesbury, MA

SES HVAC System Improvements

Shutesbury Elementary School has a HVAC system that is in need of upgrades.

The existing system has these components:

- Two Boilers with oil burners
- Fuel System
- Distribution pumps
- Oil-Fired HW heater
- Radiators, Radiant Panel and Cabinet Unit Heaters
- Air Handling Units
- Exhaust Fans
- Smoke Detectors.
- The existing system has an antiquated laptop computer with software no longer supported by Johnson Controls.

In addition, much of the system's control mechanisms are unreliable pneumatic technology that is increasingly difficult to service and maintain. Both of these components need to be replaced in order to upgrade system to reasonable standard of efficiency and reliability.

- The ventilation system for the building is, likewise, not up to modern standards of efficiency.
- The boilers, pumps, burners and water heater are all in good shape.
- We assess that SES needs the following:
  - New computer loaded with web based software capable of programming all controls for heating and ventilation in building. This system should be fully integrated with smoke alarm system.
  - Remove pneumatic system. Install Digital programmable controls and sensors for all heating baseboard and cabinet heaters.
  - Digital controls and sensors for all forced air heaters in gym.
  - Digital programmable controls for all exhaust fans.
  - Digital programmable controls and sensors for burners, distribution pumps and hot water system.
  - A Whole Building Ventilation System should be designed and estimated for SES as a separate job. Installation of such a system could provide fresh air, preheated by stale air exhaust that would improve health and safety in SES.
  - All or part of these upgrades may be eligible for State and/or Federal support under American Rescue Act or some other program.

BC agrees to recommend that Town hire engineer.

BC consensus that Town should seek Federal and/or State support for SES HVAC and ventilation projects.

BG states that whole building ventilation might be supported by grant money and this should be determined. If SES can install this at little or no cost, this would be a significant improve air quality and efficiency. BC consensus.

BC discusses sliders for SES.

Bob says that he will check price and continue to search for installer. May be prudent to order units now due to price and availability uncertainty.

Town Hall

BG will check price on replacement unit.

OTH

BG reports that Theroux Bros is only bid to date but Grassroots Landscaping will look at work.

Next meeting 6/9.

Meeting adjourns 6:30 PM

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