**TOWN OF EAST KINGSTON BOARD OF SELECTMEN**

SPECIAL MEETING MINUTES

August 14, 2023

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| Town Offices  24 Depot Road  East Kingston, New Hampshire  10:00AM | Robert Caron, Chair  Joseph Cacciatore, Vice Chair  Robert Nigrello |

Board Members present: Robert Caron – Chair, Joseph Cacciatore – Vice Chair, and Robert Nigrello.

Others Present: Town Administrator Grace Ruelle, Police Chief Michael LePage, and Police Lieutenant Clayton Jervis.

Chairman Caron called the meeting to order at 10:16pm with the roll call.

The purpose of this special meeting was to review and rescind a vote taken by Selectman Cacciatore on a motion made during the August 7, 2023 meeting regarding awarding an HVAC project bid for work to be completed at the police station.

**POLICE STATION HVAC SYSTEM**

**MOTION: Vice Chair Cacciatore motioned to rescind his August 10th vote to accept the quote of $61,855 and award the HVAC project to APH; seconded by Chairman Caron.**

Discussion: Vice Chair Cacciatore indicted he was not comfortable with only two of three selectmen making a decision to award the bid and he wanted there to be more discussion about the bid details from APH (Arakelian Plumbing and Heating) and EAM (East Air Mechanical, Inc.). He spoke about the ductwork and furnace models as it relates to a one or two furnace project and that he wants to be sure the bid goes to a company who really knows the HVAC business. He stated EAM provided a lower quote and has done work for Boston hospitals and has excellent references. He would like a full board vote on the matter.

**VOTE: The motion passed 3-0-0.**

Mr. Nigrello stated he had researched the models of the units from each proposal and noted the proposals differ in philosophy – 1) use one bigger unit and add supplemental heating with a stand-alone AC, and 2) use two identical, but slightly smaller units with electrical supplemental heater for the second floor – both bids at a similar cost ($2k difference) with one company using Carrier products and the other using Rheam.

Discussion ensued on warranties, the lack of space on the second floor of the police station to accommodate the two Carrier units, the possible failure of a single Rheam unit during a deep freeze, the poor duct work from the original installation and how it was modified over the years which contributed to the freezing of pipes in the past, removing the current mini-splits, and the cost of propane and maintenance costs. The board looked at each model with respect to area coverage as they wanted the furnaces, whichever one was approved, to be adequately sized for the building with appropriate air flow.

Lieutenant Jervis spoke to the level of service provided by APH in determining the needs of the project and on the need to replace all the ductwork as it was improperly designed. He and Chief LePage gave examples of the inconsistent room temperatures throughout the building due to the poor design to which Vice Chair Cacciatore responded both companies indicated they would address the ductwork. Further review of the quotes noted additional costs associated with EAM’s ductwork plan and that they (EAM) would use some of the existing ductwork.

Chief Lepage spoke to his department’s research into the companies noting the locations of their base of operations and their past projects, and on the importance of having short travel time should immediate service be needed. Vice Chair Cacciatore noted both companies are based out of NH (APH in Hampstead, EAM in Derry) and that he has received recommendations for EAM by trusted individuals in the business.

The board discussed the start time for the projects: EAM – two weeks out, APH – two weeks out but no later than six weeks and the importance of a good warranty (both Rheam and Carrier in business over 100 years).

**MOTION: Mr. Nigrello motioned to award the HVAC project to APH based on their quote being a complete system with no patchwork; seconded by Chairman Caron. The motion passed 3-0-0.**

**TOWN OFFICES LIGHTING PROJECT**

The board set the schedule for the lighting project: Friday, August 25th after 2pm and Saturday, August 26th.

**WILLOW ROAD CLOSURE**

Chief LePage informed the board that Willow Road would be closed on Wednesday and Thursday of this week for paving and that he already has his officers assigned to a number of details on Wednesday, thus a flagger would be needed for that day.

With no other business before the board,

**MOTION: Chairman Caron motioned to adjourn; seconded by Mr. Nigrello. The motion passed 3-0-0 and the meeting ended at 11:01am.**

Minutes prepared by Catherine Belcher. Approved on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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| Joseph Cacciatore |  | Robert A. Caron |  | Robert L. Nigrello |