**Windham VT Selectboard Minutes**

**December 8, 2022 Emergency Meeting**

**Via Zoom**

George Dutton, selectboard

Michael Pelton, selectboard

Kord Scott, selectboard chair

**1. Start Recording and Call to Order**

Kord announced the meeting, started the recording, and called the meeting to order at 6:00 PM.

**2. Purpose of Meeting**

The selectboard met to award the contract for the air exchange system in the Town Office, so that work can be done tomorrow prior to the installation of the insulation. Kord asked if Michael and George had reviewed the email he sent (see attached). Kord also read part of the email for the record.

**3. Discussion**

Michael asked if we have three bids, and Kord said we have two bids and one no bid. The total from Alliance Mechanical including the supplemental heat coil is $7800 plus $4,000 to $5,000 for the heat coil installation. Tim Jeffers’ bid is $10,665, including the electrical heating coil installation. The other bid was requested from Cody Jeffers, and he hasn’t gotten back to us.

Michael asked if we had heard from the engineer about the possible heat pump, and Kord said the engineer recommended that we use a more traditional heat source, because heat pumps are not designed for quick heat. Ventilation needs a more potent heat source to deal with cold weather coming in that needs to be heated promptly. George said we are being impacted by the time situation, and different engineers would tell us different things. There are many ways of dealing with ventilation, and new ways are always evolving.

Michael asked why we are cramming this in. Kord said this has been going on for months, and we need to get it done. The dates are set for the installation of the insulation, and they have been announced for a few months. It is the selectboard’s responsibility to deal with this, as the town clerk and the health officer want this ventilation work completed. Some of the duct work has to go through the walls and needs to be in place before the insulation is done.

Kord said the funding will require $2,196 beyond what is in the fund balance, and ARPA funds could be used. We could also pull it out of some other fund. George thinks the ARPA funds are an appropriate funding source, and Kord agreed.

**Motion:** To award the job to Tim Jeffers for $10,655, and to use ARPA funds to pay the additional cost. George moved, Kord agreed, and Michael disagreed. The motion passed.

Michael explained his negative vote, saying other funding sources should be considered, and the total cost, including wiring, etc., should be known. George suggested designating $5,000 for this from ARPA. Michael said the ARPA Committee is considering other projects, and it would be better to decide a funding source at a later date. George said the ARPA Committee has considered improvements to the Town Office, so this is appropriate. Michael said he feels we are rushing to make a decision and haven’t thought it through. Kord said he has been working on this for months, and it does not feel rushed to him. Michael acknowledged Kord’s work and stated his awareness of the urgent need for a ventilation system. George said that electric heat coils are a good intermediate step toward other electrical systems, as we expect to get solar panels on the Town Office roof and move away from using the oil boiler.

**3.** **Adjourn regular meeting and stop recording.**

**Motion:** To adjourn the meeting at 6:18 PM and stop the recording. George moved and all agreed.

**The next selectboard meeting is scheduled for Monday, December 19, 2022 at 5:30 PM**

Respectfully submitted,

Mary McCoy (Mac), selectboard clerk