

**WESTBROOK BOARD OF EDUCATION**  
**EDUCATE, CHALLENGE, & INSPIRE**  
**Long Range Plan Sub-Committee**  
**Thursday, December 16, 2021**  
**4:15 p.m.**  
**WHS Library**

Members Present: Michelle Palumbo, Don Perreault, Andrew Miesse, Kim Walker  
Also Present: Dr. Kristina Martineau, Superintendent; Lesley Wysocki,-  
Business Manager, Roger LaFleur-Consultant, Lorri DiBattisto, PE-  
DiBattisto Associates, LLC and Paul Winch- Board of Finance Chair.

**MINUTES: Revised 2-8-2022**

- I. The Long Range Plan Subcommittee meeting was called to order at 4:17 p.m. by Don Perreault, Chair.
  - II. Elections:
    - A. Chair-K. Walker nominated D. Perreault. SECOND by M. Palumbo. No other nominations. Vote unanimous.
    - B. Secretary- D. Perreault nominated M. Palumbo. SECOND by K Walker. No other nominations. Vote unanimous
  - III. Approval of Minutes
    - A. September 28, 2021: MOTION by K. Walker and SECOND by M. Palumbo to approve the minutes of September 28, 2021. Vote unanimous.
  - IV. Air Conditioning Feasibility Study Results for Daisy Ingraham Elementary School – Roger LaFleur, Capital Plan Consultant and Project Manager; Lorri DiBattisto, PE-DiBattisto Associates, LLC
    - A. R. LaFleur and L DiBattisto discussed the benefits of new unit ventilators and new controls.
    - B. Presented two air conditioner systems for Daisy: Mini-Split and VRF
      1. Discussion of systems. R/ LaFleur recommends the VRF System is more efficient.
- VRF System:
- a. system will be mounted on the roof (build platforms 15”-18” off roof to hold outside systems.
  - b. systems will service general education classrooms (will not include main office hallway to gym- some rooms already air conditioned).
  - c. T boxes may be added to expand control box units.
  - d. Units are able to provide heat and cool air.
  - e. New controllers are compatible with the current system.
  - f. Control System which is adjusted to classroom occupancy- this will increase the volume of air throughout the day (Covid Proactive). Sensors in rooms read occupancy and sense CO in the room.

Questions:

1. What is the cost for roof replacement? The contractor is responsible for units. The roofers will roof around the platforms, as they do for chimneys on roofs.
2. What is the difference of power draw between the two systems? The draw is the same load. The concern is with distribution. The R. LaFleur and L. DiBattisto will verify the previous engineer's plans and the electrical ability to handle the draw. They will check with Eversource on voltage availability and the need to boost voltage, if necessary. Daisy currently has 208 (120 volts), AC needs 230 for performance. The low voltage will impact the life of the system.
3. Are there other systems? Mitsubishi is the father of VRF. It's been 20 + years.
4. Can we do this in phases? Discussion was centered on possible electrical needs for systems and verification of prior engineer's plan.
5. Does the generator cover what we need for emergency/shelter? Discussion of generator and the ability to run new air conditioner systems. The current air conditioned spaces are connected to the generator, which includes emergency management areas for the shelter.
6. What is the maintenance of controllers/replacements? VRF: Clean units with garden house on a regular basis. VRF ties into existing systems and notifies what is not working. Mini Split: Filters need to be done religiously. In addition Mitsubishi is able to work with local controllers and our maintenance They can be here within 24 hours to make repairs (places in MA and CT)
7. Will this system address air quality, HVAC/airflow requirements that the state may require in the future? With the fresh air needed (air exchange) the unit ventilators and the VRF system will both be providing Fresh air/air exchange. The system will get us ahead of HVAC/airflow that is coming from the state.
8. What is the turnaround for getting the system? It is made in Japan and takes 90-120 days for lead time.

V. 2023-2027 Capital Plan Prioritization Draft Plan

- A. 2022/2023 Daisy: Replace balance of Classroom Unit Ventilators and AC feasibility study
- B. Westbrook High School: Lobby Fan Coils
- C. Further discuss/prioritize AC Plans for all Schools

VI. ADJOURN: MOTION to adjourn at 5:15 p.m. by D. Perreault and SECOND by M. Palumbo. Vote unanimous.

Respectfully submitted,

Michelle Palumbo, LRP Committee Secretary    Cecilia S. Lester, Board Recording Clerk

TBA at next meeting