

Properties Board
June 12, 2017

Present: Steve Boyce, Paul Jacobs, Sally Hindman, Dave Kobersmith

1. Quiet moment
2. **PLAYGROUND IMPROVEMENT.** Paul reported that all work on the playground has been completed: Zeager, Inc. delivered playground-certified chips; GT Construction spread the chips; new locks were installed; the Little Tikes gym was donated and removed. All work was completed as estimated and on time. The renovated playground is in great condition now and is in use.
3. **FLOORING.** Dave reported that the cleaning and waxing of floors in Rooms 101 and 104 is done. He is getting an estimate to have the same done in the Community Room.
4. **ENERGY EFFICIENCY REPORT.** Steve reviewed progress on energy efficiency. Josh Bills said that replacing T8 florescent bulbs to LED would reduce energy use for those lights by 40%. T8 and T12 bulbs are currently installed on the second floor of the Education Building. The T12 bulbs were converted to T8 by volunteers which reduced the conversion cost considerably. Steve will explore further conversion from T12 to T8 and will talk to Josh about conversion from T12 to LED.

A review of our monthly demand charges over the past two years shows a high of 70kW in 2015 and a high of 54kW in 2016. This is a reduction from \$743 to \$492 for the highest month of each year. The Board celebrated the success of our energy efficiency efforts.

5. **HOT WATER HEATER INSTALLATION.** The electric hot water heater in the mechanical room was to be converted to an electric on-demand heater. However, on-demand causes a spike in electricity use when used to heat water. This is terrible for our demand charge billing. Thus, the current electric hot water heater will be replaced with an on-demand gas heater to avoid increasing the demand charge. The estimated cost for a gas heater and installation is \$400-\$500 dollars plus the cost to install a gas line. Savings will result over higher electricity demand charge cost.

Decision made on hot water heater: Install a gas, on-demand hot water heater requiring a new gas line to be run.

6. MEMORIAL GARDEN.

- The Board discussed a question about a bill from David Saladino for Memorial Garden maintenance. Dave explained that there was a charge for Cowan Chapel lighting mistakenly paid from the Memorial Garden Fund. Funds were transferred to correct this. However, the problem remains that income from the sale of Memorial Garden plaques that was to support the Memorial Garden is insufficient to cover the needs. The fund is already running short to pay the garden maintenance bill for 2017. Options for payment from related funds were discussed. The Board agreed that the budget line 6303 Maintenance Contracts should be increased by \$700 to assure payment in 2017 and the future.
- Two benches have been donated for the Memorial Garden. The Board reviewed ideas for their placement.

DECISION MADE REGARDING THE MEMORIAL GARDEN: The budget request next year and in the future will include sufficient funds for garden maintenance and it will be charged against 6303 – Maintenance Contracts.

7. COWAN CHAPEL WINDOWS. Dave reviewed the proposals for repair of the stained glass windows from Finesse and Classical Stained Glass companies. (See minutes of April and May meetings for information on these proposals.)

- Art Glass with Finesse, Inc. proposed to flatten and replace the frames of three windows, including arches, with acacia wood and for \$12,000. For an additional \$5,000 they would flatten the other three windows and repaint them.
- Classical Stained Glass, Inc. proposed to repair and add ventilation to the frames of three windows on the SW side of the Chapel; flatten all six windows, and paint all windows for \$8,700. Classical examined the arches and said they appeared to be in good shape. If they turned out not to be, it would be \$800 more per window to replace the frames and arches with vinyl material.

The Board discussed the pros and cons of using wood or vinyl. It is best that all six windows be finished the same way. Wood would look the best but would require annual inspection/ maintenance. Dave will check the condition of arches closely and, if he sees the arches are in good condition, we will contract with Classic.

DECISION MADE ABOUT REPAIR OF COWAN CHAPEL WINDOWS: Given that close inspection of the Cowan Chapel windows confirms that the arches are in good condition, a contract will be made with Classic Art Glass, Inc. to repair them as proposed.

The regularly scheduled meeting of the Board will be held on July 10, 2017.

