

Town of Red Hook

St. Margaret's Committee

Minutes: June 25, 2014

Attendance: Michael Brown, Kathy Douris, Ralph Frisenda and Rosemarie Zengen

Absent: Chariman Paul Fredricks and Patrick Hildenbrand

Guest: Kim Keil from Valley Energy

Location: The Red Hook Grange Hall

Call To Order: Chairman Fredricks had asked Ralph Frisenda to call the meeting to order. Ralph Frisenda called the meeting to order at 4:00 PM. Rosemarie Zengen seconded the motion. There was a quorum.

MOTION: *Michael Brown made a motion to accept the minutes of May 30, 2014 meeting. Kathy Douris seconded the motion. All Agreed.*

OLD BUSINESS

1. County Executive Molinaro has still not presented Our Committee with the proper questions of Our Telephone Survey. Michael Brown insists on paying for the list of callers we will need to efficiently do our survey.
2. Kathy Douris asked Rosemarie Zengen if she will include a complimentary ad for St. Margaret's in the "Red Hook Farmer's Quarterly's" next issue. Rosemarie Zengen stated she would.
3. Kim Keil stated that when she and technicians went to sum up the amount of monies we would need for a grant for the heating system; the interior of St. Margaret's was a mess. Kim Keil was accompanied by Michael Brown. Chairman Fredricks had asked Michael Brown to accompany Mrs. Keil so we could get some kind of idea of what to ask for when we apply for a grant.
4. Rosemarie Zengen stated that perhaps The Poughkeepsie Paranormal Group might do a complimentary lecture in The Fall on St. Margaret's North Lawn. She stated perhaps we could use the bathrooms at

Hardscrabble Center and that we could charge \$20.00 (twenty dollars) a person to attend The Paranormal Lecture. The Committee decided we wait and get Dr. Ross and Chairman Fredricks thoughts on The Fund-Raising Lecture.

5. No one has received any donations or memberships this month. It was agreed The Committee has to work on getting more memberships this month.

NEW BUSINESS

1. Rosemarie Zengen stated that Kim Keil was the guest at the meeting because “Kim Keil had offered to set up the ground work for what we need to get a heating system going at St. Margaret's.” It was made clear that Kim Keil's estimate is NOT A BID- it is simply a guideline needed to apply for a grant. The Valley Energy quote is only effective for 30 days. Rosemarie Zengen also was very clear about the fact that The Red Hook Town Board is the only agency that can open and receive bids when the time comes for a Heating System to be set up at The St. Margaret's Home. Ralph Frisenda stated that in order to raise money or obtain a grant; The St. Margaret's Committee needs to know what is entailed in installation and what an approximate cost would be.
2. Kim Keil stated what The Heating System Installation would entail:
 - A. Boiler**
 - Remove existing system to include tanks, boiler, piping and baseboard.
 - Install Burderus G-215 oil fired boiler with Riello burner for safe and reliable oil heat. Boiler would have to be placed in original basement and connected to existing chimney. The installation of a stainless steel chimney liner is highly recommended, but would not be included in this pricing.
 - Pipe boiler manifolds for five (5) proposed heating zones. Manifolds would include new circulators, isolation and purge valves, fittings and piping.
 - Installation of smoke pipe, elbows, draft regulator and adapter to connect boiler exhaust to existing chimney would be necessary.
 - Install all required safety and operating controls to include service switch/outlet, aquastats, circualtor relay, and low water cutoff.
 - B. Oil Tanks**
 - Conduct removal and disposal of equipment as outlined above.
 - Installation of two (2) new Roth 275 gallon double wall oil storage tanks and pipe fill and vent outdoors would be necessary.
 - They would need to install required gauges, supply line

connections and plugs.

Installation of a supply line from tank location to burner would also be needed.

C. Heating zones

- Zoning would have to be completed to effectively heat all useable areas while maintaining the system efficiency. Initial assessment based on the walk through indicates the need for approximately five zones. Each of the main floors would be divided into two (2) zones per floor with independent controls and the basement on an independent zone. The specific division of each floor would be decided based on planned use, efficiency and practical piping arrangements.
- All 1st and 2nd floor zones would need to be heated via Burnham Baseray (or comparable equivalent) cast iron baseboard. Cast iron baseboard would meet the heating load requirements while maintaining the aesthetic integrity of the home unlike fin tube baseboard. The cast iron baseboard would have to be placed on the exterior walls of each room as required by heat loss and aesthetic considerations.
- Exposed piping may be required to reach 2nd floor heating zones. Efforts would be made to utilize closets, chases and other routing means to maintain the aesthetic integrity.
- Basement zone would include a minimum of three (3) Modine water to air unit heaters on a single thermostat. This zone is strictly functional and if the basement will be used for anything more than utility/storage areas then the use of cast iron baseboard or similar aesthetically appropriate heat source must be considered.
- We would need to install new Honeywell WIFI compatible thermostats for proposed heating zones. These thermostats offer traditional programmable thermostat features as well as remote and alarm features.

D. Hot Water

- Existing water heaters would be left intact to satisfy the limited hot water demand
- Provisions would be made in the boiler piping and control structure to accommodate future addition of an indirect water heater.

Kim Keil stated that The Total Complete Price \$31,300 Capital Improvement. (Valley Energy proposal was for 30 days only)

*A proposal price of this type includes parts and supplies, installation work and cleanup as well as valuable limited warranty on the equipment.

Valley Energy would provide customers with a full year warranty (parts and labor) from completion date of installation.

All work would be done in a neat and professional manner.

Terms:

- ½ down before start of job
- balance at completion of job
- Monthly terms are available through Valley Energy

Scheduling:

- In order for Valley Energy to accurately plan and schedule any installation in a timely manner, they would have to be provided with as much lead time notification as possible
- Every effort would be made to meet scheduled installation times but due to the nature of our business scheduling conflicts may occur from time to time.
- Valley Energy's goal would be to minimize last minute scheduling conflicts and give the customer as much notice as possible when rescheduling must occur. Just things to keep in mind with any installation of this sort.

All Material is guaranteed to be as specified and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner. Any alteration or deviation from above specifications involving extra costs would become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond Valley Energy's control.

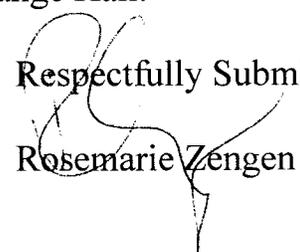
3. All Committee Members agreed that we would discuss The Heating Installation and costs at the July 30, 2014 meeting. Hopefully, Dr. Ross and Chairman Fredricks will be there to give their opinions about a grant proposal for Heating Installation at St. Margaret's.

Adjournment

Michael Brown motioned to adjourn the meeting at 5:41 P.M.. Kathy Douris seconded the motion. All Agreed.

Our next meeting will be on July 30, 2014 at 4 P.M. at The Grange Hall.

Respectfully Submitted


Rosemarie Zengen