

**Middletown Springs Board of School Directors**  
**Special Meeting**

Middletown Springs Elementary School  
August 29, 2008

**Official Minutes**

Present: Kimberly Mathewson (Chair), Clarence Haynes (Vice-Chair), Steven Letendre (Clerk), and Jim Gilmour (Member). Also present: Michael LeBate (MSES Custodian), Aaron Boynton (Principal), Lewis Milazzo (Business Manager), Thomas Gallagher (Superintendent).

**AGENDA**

1. Call to Order (Action)
  - Clarence Haynes called the special meeting to order at 3:07 pm.
  
2. Award Bid for Boiler Replacement (Action)
  - Principal Boynton officially closed bidding in response to the Request for Proposals (RFP) to replace one of the Middletown Springs Elementary School's oil-fired boilers that had failed. Principal Boynton indicated that the RFP had been sent to four separate contractors; two official bids were received by the August, 29 deadline: one from High Tech Plumbing & Heating of Manchester, VT and one from Hugh Duffy Coal & Oil Company Inc. of Rutland, VT.
  - Clarence Haynes moved that the Board award the contract to replace the failed boiler to Hugh Duffy Coal & Oil Company Inc. for a total cost of \$12,980. Jim Gilmore seconded the motion. During discussion of the motion it was noted that the High Tech Plumbing and Heating bid cover letter suggested that we alter the specifications for the project slightly regarding circulators and the expansion tank. The motion passed.
  - Jim Gilmour moved that Principal Boynton ask Hugh Duffy Coal & Oil Company Inc. to review the recommended changes to the specifications for the project made by High Tech Plumbing and Heating for a possible change order if warranted. Steven Letendre seconded the motion; the motion carried.
  
3. Other Lawful Business (Information Gathering Only)
  - None.
  
4. Adjourn (Action)
  - Kimberly Mathewson moved to adjourn the meeting at 3:26 pm. Steven seconded the motion; the motion carried.

Respectfully submitted by:  
Steven Letendre, Clerk