

Memo

TO: Mayor and Board of Commissioners

FROM: Hazen Blodgett, Town Manager

DATE: April 23, 2008

SUBJECT: Town Hall HVAC System

During the spring start-up inspection of the Town Hall cooling system we found that the coil is leaking in seven different locations. The cost to replace this coil is \$10,000 and will take two weeks to deliver. The second issue is that one of the compressors is nearly shorted and it may last two weeks or two years. The way to preserve the life of the compressor is to install electronic unloader valves. Currently our unloader valves work off pressure and are not working in unison. The cost to install electronic unloader valves is \$5300. We are asking the Board to appropriate \$16,000 from the contingency line item to line item 10-4120-5350 – building maintenance and repair.

Recommendation: Approve this request.