

EEC Meeting Minutes December 10, 2014 draft

Present: Charlie Case, Ed Henningsen, Jack Murphy

Guest: Grant Hirst (BOS Liaison), Dana Lee (Town Manager)

Call to Order 4:35 PM

A. Approval of November minutes postponed due to lack of a quorum

B. Remaining Energy Reduction Projects for 2014/2015 – Dana reported that there is approximately \$17,000 remaining after paying for the installation of high efficiency lighting at all buildings. Ed suggested that we use the money to complete energy upgrades at the Town Garage as follows:

a. Install insulated exterior covers on window air conditioners	\$200
b. Install insulated cover on pull down stairs	\$300
c. Raise access platform in attic	\$1,140
d. Air sealing and insulation in attic	\$8,440
e. Provide portable exhaust fan with flexible duct for welding	\$5,000
f. Install on demand electric hot water heater	<u>\$2,000</u>
Total	\$17,080

Items (b), (c) and (d) were previously bid competitively and postponed until the lighting upgrades were completed. Dana will contact the contractor (BIOS) to see if their bids are still valid. This work will be further delayed until after the garage boiler is replaced. Dana will work with Public Works to get the boiler done and will work with the Police Chief to determine if there are lower cost alternatives to running the electric engine block heater on the generator continuously. Ed will contact sheet metal contractors for quotes for item (e).

C. Completion Plan for municipal Building Energy Capital Projects for Municipal Buildings - The EEC suggested to Dana that the Town ask the voters for \$28,000 in energy capital to continue energy reduction initiatives with 2015/2016 primary focus on the Fire Station. The cost breakdown for remaining tasks by building is: Fire Station - \$33,851 for building envelope, HVAC and on-demand hot water heater; Town Hall - \$2,000 for an on-demand hot water heater; and Police Station - \$10,533 for building envelope, on-demand hot water heater and simplification of the engine block heater system for the generator. This totals about \$49,000 which we hope to fund over the next two fiscal years.

D. 2015/2016 Budget Request – Charlie presented a draft EEC budget request for 2015/2016 including \$2,500 for the EEC itself, \$7,000 to add to the garage solar reserve account and \$28,000 for energy capital. Charlie will incorporate updates and submit the budget to Dana before the end of December.

E. Solar Phase 2 Bidder Responses – Three bids have been received for our solar phase 2 project. Dana, Ben and Charlie will meet (Dec 15th) to review the bids and develop a set of questions for each bidder.

F. Phase 2 stakeholder “buy in” – We agreed that we need a legal agreement between Eliot, South Berwick and MSAD35 before we sign any contract with a company to install our phase 2 system. The landfill area can accommodate a maximum of 650,000 watts of solar panels and this would power up to

a third of the schools. We will brief all stakeholders at their December joint meeting on Wednesday Dec 17th. We expect to do several informational public hearings as well.

G. 2013/2014 Inventory – Charlie will find time to help Monique and Nick to complete the inventory over the next several months.

Adjourned 5:40 PM