

**Eliot Capital Improvement
& Energy Committee**

February 13th, 4:30 PM

Small Meeting Room

Membership:

Christine Bennett
Edward Henningsen
Erika McCreedy
Pamela Mondschein

Select Board Liaison:

Alex Orestis

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ELIOT, MAINE

MINUTES

Attendance: Ed Henningsen, Pam Mondschein, Erika McCreedy, Dana Lee, Chairman Jack Murphy.

Absent: Christine Bennett

1. Call to order: Ed called the meeting to order and conducted roll call.
2. Public Comment: There was no public comment
3. Review / Approve Previous Meeting Minutes: The group reviewed the minutes. Erika made a motion to accept the minutes as written; seconded by Pam and so voted 3-0
4. Status of Projects:
 - a. Landfill Solar Array
 - i. Status Report: The solar array is running fine. The portal to see generation is now on the web site. Currently you can only see a seven, thirty and annual generation report. Ed is working with CMP to see if we can view this by calendar month. All 18 accounts are now on one page at CMP so we can see usage by account.
 - ii. Handout for residents
 - b. Street Light LED Conversion
 - i. Update on Affinity's progress: They will finish install by Friday, Feb 15. We forgot two light at the municipal complex. Suggested we see if Affinity LED has a couple of "seconds" cobra heads that we could install cheap. PW's bucket truck and local electrician? Dana noted the MMBB application was submitted on time and at \$150,662, not \$185,000 as authorized.
 - c. Town Hall HVAC Upgrade
 - i. Status Report Ed noted that Moriarty Electric owes us a credit – maybe about \$1,000 – for bench heater work. Ed doing some experimenting on setting thermostats to find the sweet spots. Also, there appears to be a discrepancy from what the control calls for versus the temperature in the rooms. Discussed maybe hastening the opening / closing of front door – 14 seconds...
 - d. Town Hall Emergency Generator
 - i. Status Report: It was noted that the Transfer Switch is in and is to be installed over a weekend – soon. We should make sure to coordinate shutdown of servers and PCs when the work is done.
 - e. Highway Garage Ventilation System

- i. **Discuss budget monies:** \$8,000 was carried forward from last year's budget and is available, so Ed and Dana put together an RFP and are developing a bidding list Will go out this week.
 - ii. **Status of RFP:** See above
 - f. **Town Hall Expansion**
 - i. **Progress on hold pending budget review and vote in June:** Dana noted that the original architect took time to interview many people on space needs. Dana noted that the \$35k in the proposed budget may not get Budget Committee support. Dana is seeking to further breakdown the request – boundary survey, site survey, wetlands, soil borings – what might each component cost? It was suggested that we start an RFP for those civil engineering tasks in advance of June vote so we can be ready to move forward if it passes.
 - ii. **Compile bidders list for civil review of building site:** In progress
- 5. **Energy Usage Logging**
 - a. **Review CMP progress:** Ed noted that while we seem to be getting a handle on monitoring electrical usage, the next step would be to gather and analyze gas, heating oil, diesel, propane, etc. Discussion turned to the Town using multiple vendors dependent on building and the staffer's preference. It was strongly suggested that we gather usages and send out a universal RFP for each energy source.
 - b. **Other fuel usage:** See above.
- 6. **Inactive Projects**
 - a. **LED Sign at Transfer Station**
 - i. **Look at other avenues for funding:** Dana said a request is in the proposed budget. Ed suggested asking Christine if she knew of other potential grant funding for this project.
 - b. **Frost Tufts Light Switches**
 - c. **Dead Duck Inn's Pavilion:** Dana said that money for Pavilion improvements is in the proposed budget
- 7. **New or other business:**
 - a. Discussed moving vehicle gas ups to a WEX card – as Fire uses.
 - b. Discussed potentially moving to electric cruisers the next time we bid out.
 - c. Dana was asked to see if MEMA had grant funds yet for LED Sign on 236.
 - d. It was suggested that we conduct a survey for the best re-use of the Skate Park. Ask Heather to attend next meeting to discuss?
- 8. **Adjourn:** A motion was made by Pam to adjourn the meeting at 5:30 pm This was seconded B Erika and passed 3-0

Approved 3/13
Dana Lee