

**Eliot Capital Improvement
& Energy Committee**

November 13th, 4:30 PM

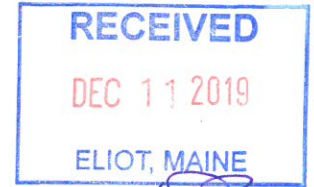
Small Meeting Room

Membership:

Christine Bennett
Edward Henningsen
Erika McCreedy
Pamela Mondschein
Jon Fiorelli

Select Board Liaison:

Alex Orestis



MINUTES

Attending: Ed Henningsen, Pam Mondschein, Jon Fiorelli. Christine Bennet via Skype to make a presentation. Alex Orestis (Liaison), Dana Lee, Town Manager

1. Call to order: ED called the meeting to order at 4:35 pm. He noted the presence of a quorum.
2. Public Comment: There was none.
3. Review / Approve Previous Meeting Minutes: Pam made a motion and Jon seconded to approve the August 14th minutes as presented. Voted 3-0.
4. Status of Projects:
 - a. LED Street Lights for Town Hall and Fire Station: Ed said that the additional lights at Town Hall and behind the Fire Station were now installed. The group discussed the new issue of CMP changing out poles and not being required to reinstall our fixtures. **** Ed intends to research which lights were changed out, who and how to get them back up, check with JB at Affinity, Jen at CMP, and GIS streetlight layer.
 - b. Highway Garage Ventilation System: Ed updated the group that the PW ventilation system was installed, but needed an electrician to finish up. He noted that we discovered a plumbing code issue at install and had to fix that.
5. Energy Usage Logging
 - a. Electrical data accumulated by Christine: Christine joined the group electronically. She is taking a data analytics course and has been using our electricity data as her coursework. She said that she was not a voting member; only a presenter. She displayed the Power BI software that takes tons of individual readings of electrical usage and boils it down into useable graphical images. She noted the spike in 2017 at all buildings – likely a CMP billing error that we would not have caught. It is “Excel of steroids.” And uses the cloud to store the data for access (even by phone), so you can share it better with facility managers. Can block users or share with users. \$9.99 / month per license. She

recommended two – one for the committee and one for town staff. It uses a simple “dashboard” of commands; can apply filters to better sort data. Staff would go into the CMP portal once a month and download the newest data and simply refresh the image on Power BI. Ed asked if it could also be used for fuels, for example. She said yes. Discussed that a staffer had agreed to do the data work, but will need training. *** Christine said she could make a simple “manual” for the staffer. *** Christine also said that she would contact Jen M. at CMP about the spikes (show her the graphs...) Jon asked about time commitment this way versus traditionally. Christine said the data was literally thousands of rows of data across 17 separate meters. Takes maybe 30 minutes to update everything. She noted we should get two license \$120 / year each and that we would need two dedicated email accounts.

Jon made a motion to add \$240 to the CI&E budget. This was seconded by Pam and was so voted 3-0. Ended call at 5:04 pm.

6. Hybrid Police Cruiser

- a. Report to forward to Police Chief: Dana indicated that there was still some concern about how they would handle in the snow. He noted that here is a \$7,500 rebate and that these hybrid cruisers are only \$4,00 more than regular and that they are all-wheel drive. Dana said that there would need to be more discussions with the Chief. *** Suggested that Ed, Dana (others?) meet with Chief. Dana suggested that the other concern is if the officers hate the car that Chief probably doesn't want the blame, and that we would have to note that this experimental and the hybrid could be used as Chief or ACO car if experiment “fails.”

7. Handicap access to Police Station: ED noted there was a meeting set up for next week to look at ADA issues at the Police Station. Noted that it may be a good time to also discuss hybrid cruisers.

8. Frost Tufts Electrical Wiring Upgrade

- a. Present status: ED said that he had spoke with the new Director of Public Works who had met with an electrician. Frost Tufts has numerous wires that are exposed at the poles and underground. Steve had noted that the PW could excavate in the spring and have an electrician do the work. *** Ed said he would draft an RFP now for bidding over the winter.

9. Dead Duck Inn's Pavilion: Dana noted that we have \$15k in the budget which will likely only achieve a new roof and replacement of rotted posts. Steve had calculated other costs to fully restore the pavilion (a second year of funding at about \$14,000 more). The group noted that *** the Fire Chief should inspect the grill and hood. Alex asked if we "reserve" the rental fees to be used on the Pavilion. Dana said we do not, but could be suggested at budget discussions.
10. Inactive Projects: The group discussed the Skate Park and needing to come into compliance with the state's recreational granting authority. Dana said that Heather (CSD) had reached out to state administrator and he strongly encouraged us to keep it a skate park. Dana said that some CIP money was being set aside and that PW good do a fair amount of the work. *** Alex said he would speak to a contract in Stratham who is doing the same type of project. He also said he would like to head up a fundraiser to supplement the skate park budget.

LED Sign. Ed suggested that *** Dana reach out to Mr. Cleaves at MEMA about funding our grant request.

*** Dana said he would send out draft CIP / Memo.

11. New or other business: None

12. Adjourn; Pam made a motion to adjourn, this was seconded by Jon and was so voted 3-0.

Approved DUC
12/10/19