

**Eliot Capital Improvement
& Energy Committee**
August 14th, 2019 4:30 PM
Small Meeting Room

Membership:
Christine Bennett
Edward Henningsen
Erika McCreedy
Pamela Mondschein
Jon Fiorelli
Select Board Liaison:
Alex Orestis

MINUTES

Present: Ed Henningsen, Jon Fiorelli, Pam Mondschein, Erika McCreedy, Dana Lee

1. Call to Order: The Chairman called the meeting to order at 4:30 and noted the absence of Christine Bennett.
2. Public Comment: There was no public comment.
3. Review / Approve Previous Meeting Minutes: The committee reviewed the minutes of June 12, 2019. Erika made a motion to approve the minutes of June 12, 2019 as presented. This was seconded by Ed and was so voted, with Jon abstaining.
4. Status of Projects:
 - a. Street Light LED Conversion
 - i. Funding for Town Hall and Fire Station lights
 - ii. Schedule work with Affinity

Dana said that Affinity LED was still not ready to install the remaining few LEDs. They are trying to coordinate with Kittery and the installer, but it is dragging. Ed asked if we had the money to install the remaining town lights. Dana said it should not be much and could probably handle it in the budget. **Dana said he will check again on funding / installation costs.** Dana said that he planned to pro-rate any installation cost with the eight LEDs to be put in at MMS parking lots

- b. Highway Garage Ventilation System
 - i. Review funding possibilities

Dana said that the Highway budget had a surplus at the end of the year and the SB authorized the project (along with the \$8,000 carried by the CI&E Committee. The installation is being scheduled.

5. Energy Usage Logging
 - a. Discuss data already provided

On a side note, Ed said he is still planning to do some more writing for the web page.

Ed reviewed the sources of energy information. Dana said a staff member was ready to do monthly logging but needs the spreadsheet and some instruction on expectations / format of data entry. **Ed said he will try to find time to finalize logging spreadsheet and work with her on training.**

6. Hybrid Police Cruiser
 - a. Report to forward to Police Chief

Dana said that the report that Erika produced had been forwarded to the Police Chief. He initially expressed concern about how they would handle in snow / rural, hilly roads. **The Chief said he would try to find entities using the hybrid cruisers in winter weather and report back.**

7. Storage Trailer for Town Hall
 - a. Stationary container for non-climate sensitive documents

Dana indicated that the staff had been working hard to create new storage space by cleaning out all that we legally can, and that the “election trailer” is in use, stored at DPW and it also was able to take some of the burden off town hall storage issues. **He said the Town Clerk and staff really prefer a long-term solution (expansion) rather than trailers in the back yard.**

8. Frost Tufts Electrical Wiring Upgrade
 - a. Awaiting results of June vote on CI budget.
9. Dead Duck Inn’s Pavilion
 - a. Awaiting results of June vote on CI budget

Dana indicated that the Gazebo project at Hammond Park had just been bid in hopes of completion by Festival Day (Sept. 28). He said they sent bids to six vendors; only two responded and the low bid was about \$1,200 more than we had budgeted. Dana was unsure if the SB would ask for re-bid (miss Festival Day). Most bidders could not meet deadline. Dana also said that the plan was to work on the pavilion at Dead Duck in October-November and to fix the electrical and lighting issues at Frost Tufts tennis courts in April – May of next year.

10. Inactive Projects: Erika brought up the Skate Park and said she had a new neighbor who was very interested in helping fund / do skate park repairs, as is Selectman Orestis. **It was felt that we should try to get those two together with us and review the skate park rehab needs for upcoming budget request.**

11. New or other business: The next meeting would fall on a holiday. It was decided that we would set the next meeting date via email.

The group also discussed maybe doing open house tours of the Town Office during Festival Day to show the cramped conditions, but we do not have the manpower, unless Dana’s staff wants to man the tours.

12. Adjourn: Erika made a motion to adjourn the meeting at 5:06 pm. This was seconded by Ed and was so voted unanimously.

Approved: Nov. 13, 2019 - DKL