

**Eliot Capital Improvement
& Energy Committee**

November 14th, 4:30 PM

Small Meeting Room

Membership:

Christine Bennett
Edward Henningsen
Erika McCreedy
Pamela Mondschein

Select Board Liaison:

Alex Orestis

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DEC 14 2018

ELIOT, MAINE

MINUTES

Attendance: Ed Henningsen, Pam Mondschein, Erika McCreedy, Dana Lee

1. Call to order: Ed called the meeting to Order. Christine was absent with notice.
2. Public Comment: No public comment
3. Review / Approve Previous Meeting Minutes: Ed made a motion to approve the minutes of 10/10/18. This was seconded by Pam and so voted.
4. Create 2019-2020 Budget: It was noted that we need to confirm some numbers with the new Treasurer, especially any carry forward money for the truck exhaust system.
 - a. Deadline for submission is November 20. Dana noted that he already had a draft CI&E budget for 19-20 for operating funds.
 - b. Review of current funds in budget
5. Status of Projects:
 - a. Landfill Solar Array: Ed updated the group that the solar panels / array are up, awaiting a pole from CMP. He plans to contact CMP and make sure we do not drop from 90% credits due to their inability or unwillingness to set a pole in a timely manner. He also mentioned an upcoming phone call with Jen from ReVision to get some press – ribbon cutting etc.
 - i. Status Report
 - ii. Update on fencing
 - iii. Review meeting with Portsmouth Herald & ReVision
 - b. Street Light LED Conversion: Dana and Ed said that Affinity LED is doing the streetlight location / GIS audit work this week, and we should be able to review the map of streetlights soon (ask for input from public safety officials), then we plan to do a demonstration project with a few lights. Must buy out CMP's remaining value in the fixtures.
 - i. Update on Affinity's progress
 - c. Town Hall HVAC Upgrade: The ductless heat units are installed, but not all wired yet. Moriarty is up next with baseboard heat install. Did a change order to provide AC in computer room.

- i. Status Report
 - ii. Computer Room AC Unit
 - 1. Status Report
 - d. Town Hall Emergency Generator: The old generator has been fully serviced, propane tank buried. The automatic Transfer Switch for the generator should be in soon and Moriarty will wire that as well.
 - i. Status Report
 - e. Highway Garage Ventilation System: Looking at using some of existing system with two fans – one for trucks and one specifically for welding. Need to confirm budget rollover funds.
 - i. Review of RFP
 - f. Frost Tufts Light Switches: Ed expressed concern with the email from Doug Beck and needing to better understand the agreements.
 - i. Status report
 - g. Dead Duck Inn's Pavilion: It was discussed that based on recent emails, the Pavillion appears to be a facility that the Town cannot use launch fees to make improvements. Improvements will be budgeted through taxes on Pavillion. Also, before we can get any grants from the state, we need to be in compliance with the skate park.
 - i. Status Report
 - h. Town Hall on-demand hot water heater: In discussing this item, Dana suggested taking a long view of the Town Office renovation and expansion and perhaps rolling the on demand hot water heater into that project. Dana said that the architect he spoke to said we would first need to budget some money for civil engineering on the town hall site such as topo, wetland delineation, survey of as built, etc.
 - i. Status Report
6. Energy Usage Logging
- a. Review usage related to CMP billing issues. There has been no change in status at this time. We need some system to automate / assign responsibility for energy logging.
7. Inactive Projects
- a. LED Sign at Transfer Station
 - i. On hold pending information from MEMA
8. New or other business: Ed and Dana said that the Town had received an offer to buy out Solar Array number 1 a year early, but that we would be \$7k short. Discussed going to the Select Board for contingency money to be repaid in the coming budget.

9. Adjourn: A motion was made by Ed and seconded by Erika to adjourn the meeting.

Approved 12-12-18 DKL