

Energy Committee  
July 15, 2015 – 8:00 a.m. – Lower Level Room at Town Hall  
Meeting Minutes

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Present: Doug Briggs, Mark Carlisle, Mike Rivers, Kelly Brown and Ed Vitone

The meeting was called to order at 8:00 a.m.

I. ORGANIZE

Mark Carlisle made the motion to organize as follows and was seconded by Ed Vitone:

Mark Carlisle – Chair  
Ed Vitone – Vice Chair  
Kyle Johnson – Secretary

II. REVIEW PHASE II AUDIT

Doug Briggs stated that we requested an extension on the \$12,500 grant and we were approved until the end of the year. He noted that we have already expended \$4,000 on the Library Audit and we just received the invoice for the audits on the Town Hall and Public Safety Building in the amount of \$9,109. He asked for a motion to pay this invoice. Ed Vitone made the motion and was seconded by Mark Carlisle. Motion carried. He also noted that with the \$4,000 from the Library for their audit, the total of the grant is actually \$16,500 and with the \$13,100 spent so far, the balance is \$3,400.

III. DEVELOP PLAN FOR IMPROVEMENT

Doug Briggs stated that there was a problem in the apparatus bay at the Public Safety Building with the lighting and he was hoping that the cost to replace with new LED lighting of \$9,483 and there is also a cost of \$3,095 for outside lighting which might be covered under the Light Department grant as they have \$15,000 remaining. It was noted that Kim Boas was checking to see if this can be expended for this as the grant was pretty specific and the only other use would be for LED lighting for the school parking lot under the grant. There was a short discussion on the school applying for a performance contract grant with TRANE.

Mark Carlisle asked about possible grants through Sapphire and Kelly Brown stated that they are usually just for schools but the green communities may qualify. She did add that some other grants were available.

Mark Carlisle stated that he would go with the Public Safety Building outside lighting repairs from the Light Dept. grant before he would go with the schools, if it's feasible.

The discussion then went to how to spend the \$150,000 grant money. Mark Carlisle stated that the Library needs to be insulated. Ed Vitone noted that they also

need a vestibule of some kind at the door to block heat loss. Doug Briggs stated that he had Northern Climate out of Leominster come in to check out the Library and see what they would suggest. Mr. Carlisle questioned whether it was viable to have a split system put in at the Library. Doug Briggs noted that the TRANE system in place there is a good system. Ed Vitone stated that the heat and air conditioning are separate and both run all the time and that there's a control issue with the air conditioning that is totally unbalanced. He noted his concern with the split system and if it would work well. He also noted that they have a liability with the underground oil tank and that the oil burner will need to be replaced.

Mike Rivers stated that they should have someone come in to do the engineering specs and then go out to bid

Mark Carlisle noted that if we take the TRANE system out of the Library it could possibly come to the Town Hall. He noted that DE Corp. out of Leominster does engineering and that Doug should call them. Kelly Brown stated that there are places that will do only the engineering on the State Bid List such as B2Q. Mike Rivers stated that he would check into this and Kelly Brown added that they should get a couple of quotes first.

Mark Carlisle noted that the engineering cost would probably be around \$7,000 but that they should proceed with the engineering and go out to bid.

Kelly Brown stated that a split system is very efficient and that they should have a backup. Ed Vitone stated that keeping the boiler that is cracked was not feasible.

Kelly Brown stated that they can use the grant money for the engineering and that they should go on the Mitsubishi site for recommendations.

Doug Briggs asked if they should give the scope to Jane Pfister and Kelly stated that they shouldn't but just let her know that you're going out for quotes, re-purpose table.

Kelly Brown stated that she would check to see if the Light Department grant would be feasible to use for the Public Safety Building lighting issue in the outside.

Mark Carlisle stated that we should go ahead and get bids for the Library. Kelly Brown added that the Library is already approved but anything else that is new like the Town Hall or the Public Safety Building, you will need to let them know about.

There was some discussion on an audit at the Light Department and how to go about getting this done. It was noted by Doug Briggs that there is \$3,000 left in the audit account that could be used by the Light Dept.

Kelly Brown stated that she would send out a worksheet on what will be done and what's left and also a grant table. She also stated that she would get Mike Rivers two other contractors for engineering.

A discussion followed on blown in or icyning insulation for the Library. It was decided that they would look into this as a separate bid.

The next meeting will be held on Wednesday, August 19, 2015 at 8:00 a.m. in the Lower Level Meeting Room at Town Hall.

At 9:00 a.m. Ed Vitone made the motion the adjourn and was seconded by Mark Carlisle. Motion carried.

Respectfully submitted,  
Sylvia Turcotte  
Executive Assistant