

Energy Committee
September 23, 2015 – 8:00 a.m. – Town Administrator’s Office
Town Hall

Present: Doug Briggs, Mark Carlisle, Ed Vitone (via speaker phone), Kyle Johnson. Kevin Keena of B2Q came in at 8:15 a.m., Sylvia Turcotte and Mike Rivers absent

The meeting was called to order by chairman Carlisle, at 8:03 a.m.

I. LIBRARY ENERGY UPGRADES

A. Review contractor proposals

Doug Briggs stated that Kevin Keena of B2Q was coming in to review his proposal with the committee at 8:15 a.m.

Ed Vitone stated that timing was going to be very critical and that we needed to address the Library first even if there was to be a bridge solution for now.

Mark Carlisle stated that we should get Royal Steam in to patch the system to get us through another year. Ed said the he would contact the interim Library Director to get that done.

Kevin Keena arrived at 8:15am;

He went over the scope of work to address major upgrades and the need for DOER submittal for project scope changes. Ed was concerned about the need for the assessment of the control system which Kevin said there is time in his proposal to look at the controls and set back systems. He also stated that it was pretty straight forward.

Ed is concerned that there is minimal departmental knowledge of how the system works and what the optimum use of our current system is. Kevin commented that the blowers should be on anytime there are people in the building and that they will also look at the four pipe system.

Ed questioned the time cycle that was presented and what the major detriment to moving up the timetable was. Kevin said that this is a pretty standard cycle time but that they could look at shortening it up.

Kevin also said that it being a Green Energy project under \$100k that we did not have to go through the standard 30b RFP procedure which could also save some time.

Mark emphasized that whatever we need to concentrate on the Library should be done first.

Mark Carlisle noted that they should still be looking at a split system even if it is just for the top floor of the Library. He also didn't want to completely forget about the pellet boiler.

Kevin Keena left at 8:35 a.m.

B. Select Contractor

Kyle Johnson said he was a little concerned that Kevin didn't seem to want to do the heavy lifting and was more in tuned to setting us to complete the project as opposed to monitoring the project.

Mark said that he had a concern from Mike Rivers that D/E Corp is more in line with doing smaller projects like ours where B2Q works on larger scale projects.

Ed said that he felt Rick from D/E Corp was head set on a split system where he felt it just wouldn't work in the basement or first floor. He also wasn't sure what their bid encompassed and if he is willing to pick the right system.

Mark still undecided on how to go, and Kyle questioned whether B2Q would have the same problems.

After further discussion it was determined that Doug would go back to B2Q to make sure that all the elements were covered by B2Q as follows:

- Domestic Hot Water
- HVAC Controls
- Heating
- Insulation
- Lighting

It was discussed that we needed to get someone engaged in the project and that B2Q was our best alternative to include price.

Mark Carlisle made the motion and Kyle seconded that we get another quote from B2Q to include the five elements that we discussed and the vote was unanimous.

C. Discuss Timeframe

Doug was to contact Kevin Keena for a new bid and if acceptable we would move forward.

Mark Carlisle made the motion to adjourn Kyle Johnson seconded vote passed 9:10 a.m.

Respectfully submitted,
Douglas Briggs

Town Administrator