

ASHBURNHAM ENERGY COMMITTEE
WEDNESDAY, APRIL 6, 2016 – 8:00 a.m.

MINUTES

Present: Mark Carlisle, (chairman), Ed Vitone, Kyle Johnson, Chief Larry Barrett, Douglas Briggs, and Sylvia Turcotte. Mike Rivers absent.

Mark Carlisle opened the meeting at 8:02 a.m. ***Ed Vitone motioned to approve the agenda with two additions:***

14) Re-Insulation of the back wall at the bottom of the back stairs

15) Insulation of the wall between the Preservation Room and the attic. and was seconded by Mark Carlisle. Motion carried.

1) Review Ed's Report

Ed Vitone stated that he has integrated the boiler into the heat pump system as a backup to the heat pump when very low temperatures occur. After some discussion ***Kyle Johnson made the motion to approve the report and was seconded by Ed Vitone. Motion carried.*** Doug Briggs stated that he would forward the report to Kelly Brown right after the meeting.

2) Approval of outstanding invoices for payment

There were four invoices outstanding totaling \$3,563.19 which leaves an approximate balance of \$78,288 remaining in the grant funds. ***Ed Vitone made the motion to approve payment of the outstanding invoices and was seconded by Kyle Johnson. Motion carried.***

3) Boiler, Zone Valves, Controls

Ed Vitone stated that in the report he submitted he included the boiler, zone valves, controls and the split system for the Preservation Room. Mark Carlisle inquired as to the actual cost of the controls and Ed Vitone noted that they should only leave in the boiler and the split system for the Preservation Room and take out the zone valves and controls for now.

4) Split System for Preservation Room

Ed Vitone noted that the cost for the split system for the Preservation Room is included in the report that he submitted today. Mark Carlisle noted that we should wait and see what Kelly Brown says about the report. Ed Vitone stated that the cost for the boiler and circulators is \$17,500 and the split system is \$11,500 for a total from Royal Steam Heater of \$29,000 which is subject to Kelly Brown's approval.

5) Hot water heater, do the top floor loop?

Ed Vitone noted that this should cost approximately \$600. He stated that the circulator loop is working fine now for hot water but the 3 faucets on

the second floor need to be capped and insulated. He added that this could be put off for now.

6) Weather stripping on doors

Ed Vitone stated that this needs to be done. He stated that there are leaks at the back entrance and the casing and sills need to be replaced. He also noted that the handicap entrance could be improved and the cellar door is totally rotted. He stated that the estimated cost for the cellar door is \$800 and a total of \$1,000 for all the work. He added that this is a more urgent need and should be done.

7) Library Lighting

Ed Vitone stated that Commonwealth will be getting him quotes/bids on the lighting for the Library and Town Hall. He stated that we already have one bid for each of \$15,000 for Town Hall and \$20,000 for the Library.

8) Town Hall Lighting

See above Item 7.

9) PSB Lighting

Larry Barrett stated that the estimate for the exterior lights is \$7,200 and he would be replacing all the red and blue lights with 50w from 150w bulbs. He noted that there is a significant savings so far with the new LED lights inside the facility and it may even cut the electric bill in half.

- 10) Doug Briggs stated that the total balance is \$6,000 and that they may have enough to do an audit for the Light and Municipal Grounds buildings. Ed Vitone stated that they should proceed with the PSB lighting and possibly the Light Department audit which we should hold for now in case of any unexpected expenses. He did note that we should get quotes for the Light and Municipal Grounds buildings audits so we'll be ready. He asked Doug Briggs to contact CDS to get this done. ***Ed Vitone motioned to proceed with the lighting at the PSB at \$7,200 and was seconded by Kyle Johnson. Motion carried.***

11) Approve past minutes

Ed Vitone made the motion to approve the minutes except for the August 19, 2015 minutes and was seconded by Kyle Johnson. Doug Briggs stated that the August 19, 2015 notes should be labeled as "discussion points" not "minutes".

15) Insulation of wall between Preservation Room and attic

Ed Vitone stated that there will be significant energy loss if the wall is not insulated. Mark Carlisle stated that they should have Chuck from Foam Run look at this and give them an estimate. He stated that it could run up to

\$5,000. Doug Briggs stated that they should wait to see how the other items go and then pursue this.

14) Re-insulate back wall at bottom of back stairs

Ed Vitone stated that he would get John Hanlon to give him a quote on this.

12) Next Meeting

Mark Carlisle noted that once Ed Vitone gets the quotes they could possibly meet next Wednesday at 8:00 a.m.

13) Adjourn

At 8:45 a.m. Ed Vitone made the motion to adjourn the meeting and was seconded by Kyle Johnson. Motion carried.

Respectfully submitted

Sylvia Turcotte

Executive Assistant