

**ASHBURNHAM ENERGY COMMITTEE**  
**MONDAY, MARCH 14, 2016 – 8:00 a.m.**

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MINUTES

Present: Mark Carlisle, (chairman), Ed Vitone, Douglas Briggs, and Sylvia Turcotte.  
Kyle Johnson was on speaker phone.

Mark Carlisle opened the meeting at 8:00 a.m. ***Ed Vitone motioned to approve the agenda and was seconded by Mark Carlisle. Motion carried.***

Mr. Johnson was informed that although his comments would be appreciated, he would not be able to be involved in any votes.

OLD BUSINESS

1. Review work completed to date

Ed Vitone stated that he started to record the oil consumption since the foam insulation was completed. He stated that the insulation factor is at 1.65 while before the foam was installed it was at 1.2. He noted that they project saving 1,750 gallons of oil which equates to about \$6,000 a year in savings.

5. Lighting update

Mr. Vitone stated that he would have two bids for the Library and one for Town Hall for the lighting. He noted that there are two ways to do the lighting; lights with drivers or new fixtures w/o drivers.

3. Controls update

Ed Vitone then stated that HVAC system is not operating anywhere near what it should be. He stated that the gaskets are all disintegrating, and the motors are burnt out. He added that the radiators and ventilators are frozen in the “on” position and basically there are a lot of issues. He noted that he figured that the cost to replace everything would be approximately \$94k to \$95K. He also noted that there are 17 heating zones and the tuning valves failed as well as the isolation valves.

Mark Carlisle noted that the TRANE unit that is currently at the Library was installed in 2004 and was maintained every year so it’s still in good working condition.

Ed Vitone noted that the \$95k estimate included one boiler at \$16k and if they went with two it would be \$30k. He also stated that at this point, the pellet system was not an option.

6. Current balance available of unspent funds

A discussion followed on the balance of the grant monies. Ed Vitone stated that there’s \$6,300 that hasn’t been paid as of today. Doug Briggs noted that the balance of the grant would be approximately \$70k. Ed Vitone stated that he would put together a spreadsheet to keep track of the expenses.

4. Discuss heating options (Split System, Oil, Propane)

Mark Carlisle stated that they are basically on a “hold” pattern on the split system. He stated that if we went with the split system everything there now would go and if we went with oil, we would need a control system.

Mr. Carlisle stated that we’ve explored everything and it’s fair to say that we’re leaning towards a split system. Ed Vitone noted that they did a walk-thru with a vendor and they felt more comfortable with the split system, but that we may have to keep the current boiler for one more heating season.

There was a discussion that followed on this topic. Mr. Vitone stated that four cassettes distributed in the Library and elements in the Preservation Room may reduce the load with the present boiler. He stated that the Trustees would be meeting tomorrow and would give their input on this scenario and he would advise the Committee of the outcome. Mark Carlisle stated that they are in a holding pattern on this at this time.

Doug Briggs stated that he would contact Kelly Brown and set up a meeting to discuss options on future funding.

New Business

7. Review Painting Bid

Ed Vitone stated that he had a painting bid from Durkee of \$800. It was determined that this expense would be covered with available Library capital maintenance money.

8. Approval of Minutes

Mark Carlisle asked for a motion to approve the following minutes: December 9, 2015, January 13, 2016, February 4, 2016 and February 8, 2016. ***Ed Vitone motioned to approve the minutes as listed and was seconded by Mark Carlisle. One abstained – Kyle Johnson.***

9. Next Meeting

It was determined that if Kelly Brown is available to meet on Thursday, March 17 then they would meet then. It was also discussed that if she was not available they would meet next Wednesday, March 23<sup>rd</sup>.

10. Adjourn

***At 8:44 a.m., Ed Vitone made the motion to adjourn the meeting and was seconded by Mark Carlisle.***

Respectfully submitted  
Sylvia Turcotte  
Executive Assistant