

APPROVED Lyme Energy Committee minutes for Oct 15, 2013

Present: Mark Bolinger, Sue MacKenzie, Gary Phetteplace, Joanna Laro, Robin Taylor, Scott Nichols, Matt Brown, Dan O'Hara

Absent: none!

Meeting called to order at 7:34 by Chairperson Mark Bolinger

1. Minutes of September 16<sup>th</sup> meeting approved as circulated.

Action: Dan to submit to administrative clerk.

2. Discussion on town highway garage. Mark has not been successful in getting information on the building as built, specifically regarding the warranty of the roof and the specifications for the insulation of the building. Some of the selectmen seem to be of the opinion that air quality and moisture problems are the main issue and should be resolved before any action is taken to improve the insulation of the building. They have approved the removal of a section of the roof and wall insulation from the SW corner of the building to see how much moisture damage has occurred and if there is structural damage to the building.

Action: Sue will get the file on the building and Mark will help her to go through it to get the desired information. She will also follow up with the other selectmen to see how they intend to proceed with addressing the moisture issue through air handling.

3. Date set for insulation removal and inspection. This is to be done on Oct 30 at 0900 unless the Highway Department or Selectmen object, in which case it will be on Oct.28 at 0900. Gary agreed to be in charge and Joanna will take photographs to document what is found and bring some plastic baggies for samples of damaged insulation, rust, mold, etc. Full notes on what is found are to be taken. After the inspection the insulation will be put back in place and the cut plastic will be taped back up as well as possible. Gary will provide the necessary tools and tape.

Action: Gary, Joanna, Sue, and any other members available to be at town highway garage at 0900 on Oct 30 (or the 28<sup>th</sup> if agreed). Documentation is important.

4. Sue reported that no moisture showed up under the plastic bag left on the floor during Henri Fennell's visit last month. This was to find out if moisture was coming up through the floor.

Action: none required

5. Frank Bowles has agreed to loan us data logging instruments to monitor and record temperature and humidity in the building. This should start soon as the heating season is starting.

Action: Scott will arrange this with Frank next week.

6. It was decided that our annual report (published in the town report) should contain all the information we can gather about the situation at the town highway garage.

Action: Mark will start drafting that report and circulate drafts to the committee so we can have it ready for submission in time.

7. Scott announced that the grant application for a new boiler at the school was turned down. This is disappointing because ours was the only one turned down out of the 12 submissions selected for interviews (out of a total of 35).

Action: Discuss next time (or after scores are available) to help understand the procedure for future applications.

8. Adjourned at 8:34, next meeting Nov 18

Respectfully Submitted

Dan O'Hara