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Minutes

Energy Advisory Committee

Date: October 11, 2012

Time: 9:00 AM

Meeting called to order at 9:10 AM by Laurie Connors

Present: Laurie Connors, Rick Bedard, Bob Blackman, Jim Dunn, Rob McNeil, and Jeff Dore

Absent: Brad Turner and Pat Arp

Minutes of last meeting not available

1. Rick Bedard gave an updated report on the Honeywell System upgrade to the HVAC system at the High School. With upgrade to software and better data logging, a substantial savings in electric usage will be realized. Payback will be in approximately 4+ months. Several questions were asked. Rick was able to answer most of them, and will research the others. A motion was made by Jim Dunn to contract with Honeywell for system upgrades at a cost of \$28748.00. Seconded by Rob McNeil. So voted.
2. Rick Bedard passed out to all, a School Committee report relative to energy efficiencies savings analysis. It showed a savings of approximately \$32,000 per year.
3. Laurie Connors provided the quarterly report write-up for Green Community Grant. She explained where money is going and where adjustments need to be made. She explained that the High School Occupancy Sensor Project was significantly more than the \$2,500 originally budgeted. There is a shortfall of approximately \$3,394.63 in the budget. Laurie explained that she tentatively reduced the budget of Project 9 and 10 (recommissioning) pending the Committee's approval, so that she could submit a balanced budget with the Quarterly Report to the Green Communities Program. Rick Bedard explained that he would prefer to reduce Project 3&4 (controls) by that amount instead of the recommissioning project. The Committee agreed. Rob McNeil made a motion to allocate \$3,394.63 from Project 3 & 4 (controls) to project 9&10. Seconded by Jim Dunn. So Voted.
4. Laurie Connors indicated that for the HVAC project at the Municipal Office Building, there is a need to hire a consultant/architect to prepare the Request for Qualification. The Town must issue a Request for Qualifications to hire an engineer to design a new HVAC system. Laurie explained that she anticipated that it would cost approximately \$1000.00 to \$2500.00 to hire someone to prepare the RFQ. Jim Dunn made a motion to authorize Laurie Connors to hire a consultant to prepare a RFQ for the amount not to exceed \$2500.00. Seconded by Rob McNeil. So voted. Furthermore Jim Dunn moved to allow Laurie Connors the authority to make further adjustment in Budget as

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needed, and to make periodic reports to committee. Seconded by Rob McNeil. So voted.

5. Test tower for wind speed measuring at Butler Farm was removed yesterday (10/10/12). Report will be due shortly.

Motion was made to adjourn at 10:18 by Jim Dunn, seconded by Rick Bedard.

Respectfully submitted, Jeffrey Dore- Clerk

Next Meeting November 15, 2012 at 9:00AM

James Carr

Jeffrey Dore

Robert J. Blackman

Patricia Arp

Jim Dunn
R. Bedard