

**Center Harbor Energy Committee  
Meeting Minutes  
July 16, 2009**

Members Randy Mattson, Bill Bayard, Harry Viens, and Bernie Volz sat in on the building committee meeting to discuss the new Police Station's energy efficiency. The discussion started at about 7:15 PM. While there is no specific list of issues that the Energy Committee has for the building, the committee wanted to make sure that energy efficiency was being considered in the design and, where appropriate and prudent, energy efficient options should be selected. (Refer to the Building Committee minutes for more details.)

The Energy Committee meeting was convened about 7:45 PM.

Attending were Randy Mattson (selectmen's representative), Bill Bayard (quasi member from Meredith), Harry Viens, and Bernie Volz. Chris Williams joined the meeting about 8:15.

Most of the meeting was spent finalizing the *Request For Proposals for A Comprehensive Energy Analysis of Town-Owned Buildings* produced by Chris Johnson and Chris Williams for distribution on Monday, July 20th. The schedule of key dates was revised. No other significant changes were made. Bernie Volz is to distribute the updated version for review and submit it for distribution, along with distribution details.

The key dates are:

Mon 7/20	Send out RFP
Wed 7/29	Mandatory meeting (we are hoping Chris Johnson, Harry, and Jeff Haines will be available)
Thu 8/6	<b>CHEC MEETING CANCELLED</b>
Wed 8/19	RFP RESPONSES DUE; someone will need to distribute these to the committee!
Thu 8/24	CHEC MEETING (7:30PM) - Review proposals
Thu 9/3	CHEC MEETING (7:30PM) - Finalize selection to report to selectmen
Fri 10/30	DRAFT REPORT DUE
Thu 11/5	CHEC MEETING (7:30PM) - Discuss proposal
Wed 11/18	FINAL REPORT DUE – presented to selectmen and CHEC (7PM)

Harry Viens suggested that a handout be produced and distributed with building permits on energy efficiency suggestions and resources (links to web sites, etc.). Everyone agreed this is an excellent idea. Harry volunteered to produce a draft. Randy will discuss the idea with the Selectmen.

Chris Williams raised the Small Town Carbon Calculator (STOCC) project that Corey Johnson could help us do. Chris will follow up with Corey to understand what is needed from the committee (and Town).

The meeting was adjourned shortly after 9 PM.

Submitted by Bernie Volz.