

## Center Harbor Energy Committee Minutes of Meeting – 4 May 2017

Attendees: Annette Nichols, Bernie Volz, Selectmen Representative Richard Drenkhahn, Carol Sullivan. Chris Williams was absent, with notice.

Annette called the meeting to order at 7:04 p.m.

### On-going Business:

**Approval of Minutes.** The minutes of the meeting of April 6<sup>th</sup> were approved.

**Library Lighting Upgrades Project.** Annette updated the committee on the current status. The lighting materials are scheduled to ship the week of June 5<sup>th</sup>. The installation is to occur the week of June 12<sup>th</sup> (Annette needs to confirm with installer, TNT).

Annette also sent a note to Chris Williams about confirmation on a potential donor Chris identified for the library refurbishment expenses (totaling \$912) and is awaiting a reply.

**Town Garage Energy Savings Opportunity.** Bernie circulated the revised draft based on the April meeting comments and other comments and input. There was a discussion about the proposed dates and the perhaps tight timeframe to get details on the RFP out and also around the July 4<sup>th</sup> time and vacations. After some discussion and debate, the schedule was revised: Information meeting would be Fri June 9 or 16 (Bernie to check with Jeff if he has a preference), RFP response submission deadline would be Aug 2<sup>nd</sup>, with committee review Aug 3<sup>rd</sup>, and awarding of the contract Aug 16<sup>th</sup>.

Bernie also updated the committee on information related to the heat recovery ventilation unit received from Rich Burns when Bernie contacted Rich to request more details about the initial proposal. The HVAC contractor Rich had contacted changed what he recommends based on the intended usage and following ASHRAE Standard 62-1999 which would vastly increase the cost – original estimate was \$8600, new is \$55,000. Annette and Bernie discussed the details from the ASHRAE Standard sheet Rich provided, which recommends 1.5 cfm/ft<sup>2</sup> for auto repair rooms. Given that the heated portion of the building is 5000 ft<sup>2</sup>, this would be about 7500 CFM. The recommended unit (RenewAire LE6XINH) handles up to 6600 CFM. Bernie recommended that given the cost of this unit, we should break out this item (6 on distributed RFP Scope of Work) to be bid separately – existing options would eliminate this item, and a 4<sup>th</sup> option (D) would be added just for it.

Annette also reminded Bernie that Chris Williams had suggested we detail the lock requirements for the replacement doors. Bernie to check with Jeff and update the RFP accordingly.

Annette suggested Carol could work on the [New Hampshire Electric Cooperative's 2017 Commercial Heating & Weatherization](#) program application. Carol agreed to look into it. A discussion followed suggesting we might need more time before awarding the contract, and hence the date for that will be on or before August 30<sup>th</sup>. Annette indicated

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that the Coop was usually quick in reviewing applications. Bernie to also reference that RFP responders need to provide the materials in Table 1 and 2 of the Coop program application.

**Other Business:**

Annette reminded members to review the Durham Energy Committee materials for the June meeting. Some discussion on the topic of Town energy reports and activities followed. Carol mentioned a LRPC energy report, and Bernie pointed out the [Energy Chapter](#) in the Town's master plan (June 2012).

The meeting adjourned about 8:17 pm.

**Next meeting scheduled for June 1<sup>st</sup>, 2017 at 7:00 pm.**

Respectfully submitted, Bernie Volz, May 4<sup>th</sup>, 2017.