

## **Center Harbor Energy Committee Minutes of Meeting – 3 May 2018**

Attendees: Annette Nichols, Carol Sullivan, Bernie Volz and Selectmen Representative Richard Drenkhahn. Chris Williams was not able to attend, with notice.

Annette called the meeting to order about 7:09 p.m.

### **On-going Business:**

**Approval of Minutes.** The minutes of the meeting of the April 5<sup>th</sup> meeting were approved.

**Town Highway Garage Project.** On Friday, April 6, Joseph Lajewski from NHEC met with Bernie Volz to inspect the insulation work done to the Town Garage by Newell and Crathern. Joseph noticed some small fixes that were needed and delivered the check. Newell was informed and has made the fixes. This Garage Weatherization Project has been completed.

**Town Highway Garage Lighting Project.** Joseph also suggested that Center Harbor consider two more energy savings projects for the garage – upgrading the existing lights to LED and indirect Infrared tube light heating system designed to heat objects, not the air. NHEC can reimburse the Town 50% of the cost to upgrade the lighting. In response to Joseph's suggestion, Bernie Volz prepared a draft RFP to update the garage lighting with LED lights. Jeff Haines from the Highway Department suggested some changes to the sizes and numbers of light bulbs via email after reviewing a draft of the RFP. He also suggested moving some of the lights so they still cast light when the garage door is open. Bernie sent the Committee and Jeff a revised RFP.

Bernie will talk to Joseph to review the changes and other questions that remain about LED lights and Infrared heating system, then issue the final RFP which will ask the contractors to schedule a walk-through with Jeff and let responders know they need to provide a lift for completing the work. Bidding contractors will be requested to submit proposals in time for the Committee to review them at our June 7th Energy Committee meeting. The committee will choose a contractor and that choice will be presented to the Selectmen at their June 13th meeting. With their approval, the proposal will be shared with NHEC. If NHEC approves, the Energy Committee will inform the winning contractor and work should be completed 60 days from that date.

The Committee briefly discussed a future project to upgrade the fluorescent lights in the Cary Mead Room with LED lights.

**Button Up Workshop Update.** The NH Saves Button Up Workshop has been scheduled for May 24th in the Center Harbor Cary Mead Room. The Towns of Moultonborough and Sandwich, as well as the Town of Holderness Energy Committee were invited by us to be local partners in offering this workshop to our residents. They

have accepted. Carol provided Committee Members with copies of the flyer. The Committee agreed that it would be good to have the flyer posted on the main page of the centerharbornh.org website in the General News area. Carol will ask Robin if she can do this, and if we can provide copies of flyers for visitor pick-up in the lobby and post something on the Reader Board outside the Town Administrative Building. Currently there is a News Release about the workshop in the Energy Committee area of the town website.

- 1) Carol will provide flyers to the local partner towns to post and distribute for their residents.
- 2) Carol will also provide flyers to E.M. Heath Grocery and Hardware stores for posting as well as to the minister of the Center Harbor Congregational Church to include in the church newsletter and bulletin.
- 3) Annette will ask the Center Harbor Library, Post Office, and the Squam Lake Association to post a flyer.
- 4) Bernie will ask the Holderness Post Office, Holderness Library, Walter's Basin, and Golden Pond Market to post a flyer.
- 5) Carol will also ask the Laconia Daily Sun, the Meredith News and the Weirs Times to post the News Release about the workshop.

NHSaves can reimburse us for up to \$60 for light refreshments for the workshop. The committee discussed what type of "light refreshments" to have and decided on crackers and cheese, veggie and dip, cookies, and small bottles of water. We will also need small paper plates and napkins. We are targeting enough for approximately 30 people.

- 1) Carol will talk to E.M. Heath and other places if necessary to get an idea of prices and review with other committee members.
- 2) We can ask the Fire Department to lend us a trash container.
- 3) At the request of NHSaves, we will ask attendees to put their information on sign-in sheets at the workshop.
- 4) We will also provide copies of the flyer and of our CHEC Energy Savings Opportunities document to workshop attendees.

**Town SmartHub Access Update.** Bernie reported that our effort to have a NHEC SmartHub Access for the Energy Committee to record and track town energy usage will not work, since NHEC allows only one person to access this information. We may be able to access the information through Robin on a regular basis so we can still accomplish our goal. We can also check with Dead River to see if we can get access to the town's propane usage.

**New Business: None.**

**Other Business: None.**

The meeting adjourned at 8:10 pm.

**Next meeting is scheduled for June 7th, 2018 at 7:00 pm.**

Annette will be unable to attend [the next meeting] and Bernie or Chris will chair in her absence. Annette agreed to prepare agenda.

Respectfully submitted, Carol Sullivan, May 6th, 2018.

Note: Items in red are to flag actions needed.