



**Town of Plaistow, NH**  
***Energy Committee***  
**145 Main Street, Plaistow, NH 03865**

**ENERGY COMMITTEE MINUTES**  
**September 2, 2020**

**Call to Order:** 5:06 p.m.

**ROLL CALL:** Tim Moore, *Chair*  
Gerry Marchand, *Vice Chair*  
Geoffrey Adams  
Julian Kiszka, *Selectmen's Ex-Officio member*  
Peter Bealo

**Agenda Item 2: Review/Approval of Minutes**

- a. Review/approval of the February 5, 2020 minutes. P. Bealo made a motion to approve as written, G. Marchand seconded the motion. There was no discussion. Vote: 5-0-0.
- b. Review/approval of the August 5, 2020 minutes. G. Marchand made a motion to approve as written, P. Bealo seconded the motion. There was no discussion. Vote: 5-0-0.

**Agenda Item 3: Current projects update**

- a. Town Hall LED Conversion Lighting  
The upfront cost to do this project is about \$20,000. With the streetlight project no upfront cost was necessary because Affinity worked with the Town and Unitil such that Unitil would amortize the cost of the lamps and fixtures over a period of time and include those costs as a surcharge on the Town's streetlight electric bill. This type of transaction requires a warrant article and Town Meeting approval. It was not done for the Town Hall LED conversion project and therefore the Town needs to provide the upfront cost. There is sufficient funding in the Energy Capital Reserve Fund to cover this cost.

A motion was made by G. Marchand to recommend the Board of Selectmen withdraw funds from the Energy Capital Reserve Fund to cover the upfront costs. P. Bealo seconded the motion.

Discussion: Julian Kiszka did not have a problem with the motion but stated the Energy Committee should prepare a warrant article for the 2021 Town Meeting that would replenish the funds withdrawn so they would be available for other projects. No further discussion ensued. Vote: 5-0-0.

b. Salt shed solar panels

At the previous Committee meeting the two responses from the salt shed solar panel RFP were reviewed. The Committee had questions about both of the responses from Revision Energy and Taf Solar. It was agreed that Tim Moore would write a letter to both companies with the questions and to see if they would consider reducing the scope of the project to meet our budget. The letters, sent via email, stated we had a \$64,000 budget with a \$4,000 contingency fund.

Both companies responded in a positive fashion, that is they answered the questions and provided a reduced scope project. Both projects are very close in cost and equipment being provided. Julian pointed out that the Taf Solar response did include the cost of trenching if necessary. The original design for the salt shed included trenching and running the appropriate electrical conduit to power the salt shed. The Revision proposal assumed the trenching would be complete.

Peter Bealo made a motion to accept the proposal by Revision Energy and recommend it to the Board of Selectmen for final approval. The fact that Revision Energy, located in Brentwood, is a local company was a prime factor in the decision for the recommendation. Julian Kiszka seconded the motion. No discussion followed. Vote: 5-0-0.

#### **Agenda Item 4: Project Review**

- a. Energy Audit Project review. The purpose of the review is to get everyone on the same page about the status of the various projects – complete, in progress, not to be done, not yet started. Tim Moore provided a list of the projects however the committee could not remember the exact status of each of the audit items. Tim Moore will send the list to Cab Vinton and Paul Lucia for updates.
- b. With the updates as above, Tim Moore will prepare an Energy Capital Reserve Fund cash flow that will be provide details for the Committee to recommend a deposit to the fund for the 2021 Town Meeting warrant.

#### **Agenda Item 5: Old Business**

- a. None.

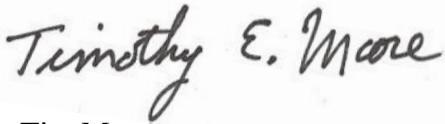
#### **Agenda Item 6: New Business**

- a. None

**Agenda Item 7: Adjournment**

There were no additional matters before the Committee and Tim Moore adjourned the meeting at 6:10 p.m.

Respectfully Submitted:

A handwritten signature in black ink that reads "Timothy E. Moore". The signature is written in a cursive style with a large, stylized 'T' and 'M'.

Tim Moore