



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

**ENERGY COMMITTEE MINUTES
July 18, 2018**

Call to Order: 5:09 p.m.

ROLL CALL: Julian Kiszka, *Selectmen's Representative, Chair*
Geoffrey Adams, *Vice Chair, excused*
Tim Moore
Gerry Marchand
George Hamblen, *excused*
Maxann Dobson, *Alternate*

Also present were: Francine Hart, *Alternate Selectmen Representative*; Cab Vinton, *Plaistow Library Director*; Jake Kennedy and Dee Voss, *Planning Coordinator*

★M. Dobson was appointed as a voting member for this meeting.

Agenda Item 2: Minutes

June 20, 2018 Meeting Minutes

★T. Moore moved, second by M. Dobson to approve the minutes of the June 20, 2018 meeting. There was no discussion on the motion. The vote was 4-0-0 U/A.

Agenda Item 3: Election of New Officers

Since there were a number of members unable to attend this meeting, the election of chair and vice chair was postponed to the next meeting.

Agenda Item 3: Subcommittee Reports

Energy Audit Subcommittee

F. Hart offered that there was a Request for Proposals (RFP) for energy audits prepared, reviewed and pre-approved with Town Manager, Mark Pearson. It was noted that the Courthouse is on a lease with the State and the Historical Building has less than \$5,000 in annual energy costs, so those building were not included in the RFPs.

There was discussion about how best to advertise the RFP, noting that the cost to place an ad in the newspaper was around \$700. Bids will go to Greg Colby, Finance Director and the decision on the award will be made by the Board of Selectman (BOS).

It was noted that there are plans to replace the boiler at the Historical Building.

T. Moore added that the Courthouse pays for their own heating and cooling.

There was additional discussion about what information would be requested in the RFPs and it was decided that a Request for Information (RFI) might be a better plan of action. It was noted that square footage of the buildings will need to be provided to those wishing to bid.

Public Works Garage Energy Subcommittee

M. Dobson reported that she had been in contact with the Public Works Garage Building Committee (PWGBC) and was informed that they are not seeking input on energy matters at this time. Such input will be part of Phase II, which will include construction of the salt shed. It was noted that the roof of the main building will be constructed to accommodate solar, whether or not it is decided to install it there. M. Dobson expressed concern that things such as thermal retention around the doors and other energy-conservation measures, were not being considered as part of the initial building construction.

There was discussion regarding radiant floor heating, which was once part of the plan for the main building. Because of the need to install other items, such as lifts etc., into the floor and the potential to damage lines, radiant floor heating is no longer being considered. It was suggested that radiant floor heating could be considered for the office spaces. It was noted that the current plan for the office space is to use mini-split units for heating and cooling.

There was discussion about the role of this subcommittee as it relates to the project and who the matter should be brought to for clarification.

Agenda Item 4: Old Business

LED Street Lighting

J. Kiszka provided the Committee with a new version of the last street lighting inventory provided by Unilit.

J. Kennedy noted a number of discrepancies from his personal knowledge.

There was discussion regarding J. Kennedy's status on the Committee. It was noted that he was one of the initial voting members of the Energy Committee when it was originally formed. He was not re-appointed as a regular member under the new charter, which restricts the number of "regular" members to five (5). There was discussion about recommending to the BOS that J. Kennedy be appointed as an alternate member.

★M. Dobson moved, second by G. Marchand to recommend to the Board of Selectmen that Jake Kennedy be appointed as an alternate member of the Energy Committee. There was no discussion on the motion. The vote was 4-0-0 U/A.

J. Kennedy was asked to be the chair of the LED Street Lighting Subcommittee once his appointment is confirmed by the BOS. M. Dobson and T. Moore both volunteered to serve on the LED Street Lighting Subcommittee.

Capital Improvements Program (CIP)

T. Moore provided updated information on the Energy portion of the CIP and offered that the CIP committee would soon be meeting to work on updating the 2019-2025 information.

Agenda Item 5: New Business

There was no new business before the Energy Committee at this meeting.

There were no additional matters before the Committee and the meeting was adjourned at 6:20 p.m.

Respectfully Submitted:

Dee Voss
Planning Coordinator