



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

ENERGY COMMITTEE MINUTES

April 18, 2018

Call to Order: 5:05 p.m.

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

Also present were: Francine Hart, *Alternate Selectmen Representative*; Cab Vinton, Library Director (arrived 5:12 p.m.); and Dee Voss, *Planning Coordinator*

Agenda Item 2: Minutes

March 21, 2018 Meeting Minutes

★G. Marchand moved, second by G. Adams to approve the minutes of the March 21, 2018 meeting. There was no discussion on the motion. The vote was 3-0-0 U/A.

Agenda Item 3: Update Plaistow Library – LED Retrofit Project

An email update from C. Vinton was included in the member folders. The email noted that the project was complete and gave a rundown of the final costs. Unitil secured better incentives for the project, which brought the final costs down. The portion attributed to the Energy Capital Reserve Fund (CRF) was \$15,856, down from the original number of \$18,000.

It was also noted that the Library was seeing a \$500-\$600, or 20%, decrease in their electric bill, based on three (3) months billing.

Agenda Item 4: Update on LED Streetlight Coalition

It was noted that J. Kiszka, T. Moore and D. Voss had attended an LED Streetlight Coalition meeting in Exeter. Many communities who are serviced by Unitil and representatives from Unitil were there to discuss issues with LED streetlight conversions. The goal is to work together through Unitil's tariff to make LED streetlighting doable for the involved communities.

D. Voss is working with John Brannigan, Affinity Lighting, to try and obtain updated netbook values and ledgers from Unitil for the Town's street lights.

C. Vinton arrived at 5:12 p.m.

C. Vinton noted that he has not yet been invoiced by Sylvania regarding the Library LED conversion project.

Agenda Item 5: New Business – Energy Committee Charter Update

The Committee reviewed the current Energy Committee (EComm) Charter and discussed changes they would like to see. Changes were discussed for the following sections:

- Membership

- Voting members – four (4) appointed voting members, one (1) voting Selectmen's Ex-Officio and five (5) appointed alternate members
- Quorum would then be defined as three (3) voting members
- Subcommittees – non-voting members may participate in any subcommittee
- One (1) voting member from the EComm to serve on any subcommittee
- Staggered terms
- Election of officers
- Administrative staff (assigned by the Town Manager)

The EComm also discussed the deletion of the “Activities” section of the charter as being limiting and restrictive. The EComm members will determine the direction they will take each year. The “Deliverables” section was also suggested to be deleted.

Agenda Item 6: Old Business

The EComm discussed updating the Energy CIP (Capital Improvements Plan). T. Moore will need to be part of that discussion.

There was additional discussion on whether or not to still conduct an energy audit and if so, which building would be the best to start with.

There were no additional matters before the Committee and the meeting was adjourned at 6:01 p.m.

Respectfully Submitted:

Dee Voss
Planning Coordinator