



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

**ENERGY COMMITTEE MINUTES
December 20, 2017**

Call to Order: 5:04 p.m.

ROLL CALL: Julian Kiszka, *Chair*
Geoffrey Adams, *Vice Chair*
Tim Moore
Francine Hart
Gerry Marchand (*left at 5:40 p.m.*)

Also present were: Dee Voss, *Interim Planning Coordinator* and Cab Vinton, *Library Director*

Agenda Item 2: Minutes of October 18, 2017 Meeting

★G. Adams moved, second by F. Hart to approve the minutes of the October 18, 2017 meeting. There was no discussion on the motion. The vote was 3-0-2 (Moore and Marchand abstaining).

Agenda Item 3: Update – Plaistow Public Library – LED Retrofit Project

C. Vinton updated the Energy Committee (EComm) on the progress being made with the LED lighting conversion at the Plaistow Public Library. He noted that there were issues with the dimensions of eighty (80) 1X4 lighting fixtures. Sylvania is working on resolving the issue so that project can be completed.

There was discussion on the impact the delay will have on any Unitil rebate program. C. Vinton noted that he had been in contact with Unitil and while the rebates are not guaranteed, there didn't seem to be a problem with phasing the project. It was also noted that there were no extra costs for phasing.

There was discussion on whether or not the project will be completed by March. It was expressed that having a completed project to point to might be beneficial to getting voters to approve additional funds for the Energy Capital Reserve Fund. C. Vinton responded that it should be done by then.

C. Vinton noted that the parking lot lighting has been completed and there is a noticeable difference in the quality of the lighting provided.

There was discussion on any negatives related to the LED conversion project. None were noted other than the issues with trying to retro-fit the 1 X 4 fixtures. It was noted that while the parking lot lights are brighter, there is less light spilling off the property to affect abutters. It was noted that the parking lot lights will still be on a timer.

There was discussion regarding additional fixtures that have been replaced. It was suggested if there is a loss to the Town in Unitil incentive rebates due to the delay in replacing some of the fixtures that perhaps Sylvania would be willing to reduce their price. It was suggested that Sylvania should have taken more care to note the size of the fixtures that they were replacing. It was noted to be a lesson learned and something to look for in future retrofitting projects.

Agenda Item 4: Update - Street Lights (Affinity)

D. Voss noted that there has been no reply to any emails sent to Affinity. She also noted that she has been contacted by another company (Tanko) who have made former presentations to the EComm. They will be scheduled to come in for another meeting.

Agenda Item 5 - Energy Fair

T. Moore offers that he will have an update for the EComm at the next meeting.

Agenda Item 6 - Energy Audit

C. Vinton offered that he had forwarded some information that he had on energy audit providers. He suggested that there be some partnering with the school district as they are the largest energy consumers and combining both could make an attractive package to a company who offers energy audits.

There was discussion about the possibility of teaming up with the Timberlane Regional School District. It was also noted that the upgrades done at the Sanborn Regional High School were saving that school district significant money on energy costs.

It was noted that the next steps would be so put together an RFP (Request for Proposal) to seek out a company to do energy auditing for the Town.

Agenda Item 7 - Lighting Audit

There was discussion about the possibility of upgrading the lights in the Town Hall's Great Room. It was noted that might be more of a design review of the room and how the lighting could be changed to be more effective based on how the room is used. It was suggested that upgrading just one room might not show significant costs savings.

G. Marchand left the meeting at 5:40 p.m.

Discussion of Future Projects for CIP Planning

There was discussion that suggested it would be prudent to have the energy audit completed before trying to determine the priority of new projects and what will need to be included in the Capital Improvements Plan (CIP).

There were no additional matters before the Committee and the meeting was adjourned at 5:53 p.m.

Respectfully Submitted:

Dee Voss
Interim Planning Coordinator