



Hollis Energy Committee Minutes
1- Feb- 10 (12:30 PM) Town Hall Community Room
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Members Present: Jeff Babel, Troy Brown, Karen Cramton, Chris Heiter, and Venu Rao.
Others: Roger Saunders
Absent: Cathy Hoffman

Call to Order: Chairman C. Heiter called the February 1, 2010 meeting of the HEC to order at 12:30 PM.

Approval of Meeting Minutes: We have not considered last week's meeting minutes.

OEP RFP:

1. Chris opened the meeting with the suggestion we decide removing the geothermal solution from Police station based on the fact that it is becoming non-complainant with the RFP requirements. Chris proposed that we stay with the Police Station Insulation, boiler upgrade, and Air-Exchanger upgrade proposal.
2. Windows for the Town: There is a contribution from the local Charity to help the cost of windows. We will perform IR imaging of the existing windows and establish a reasonable savings with the new windows. With the donation from the charity, we should be able to provide a favorable ROI to improve the win chances. This will be separate application.
 - Troy will try to contact Hutter Construction for IR Imaging of couple of windows.
 - Chris will contact Epping to see if they have any information about windows upgrade ROI
3. Venu to contact SDES to change "Investment Grade Audit" to "Decision Grade Audit" to match the RFP wording. The quote can stay the same to comply with the Appendix K. SDES also provide Appendix K compliant quote for all the SAU41 school buildings.
4. We need estimated square footage of Transfer Station.
 - Jeff will be providing that data to Karen.
 - Karen would update the EPA Portfolio Manager
5. It is motioned that the following buildings will be selected for the Building Energy Audits Category: Fire station, PWD, Social Library, Town Hall, Transfer Station, and Lawrence Barn. Passed unanimously. It is also decided that all the audits will be submitted as one application.
6. Under Building Energy Efficiencies, Police Station, PWD will have separate applications and, Fire Station, Social Library will be combined into one application. A motion to this effect was passed unanimously.
7. Under Lighting Upgrade category, motion was made to make use of PSNH SmartStart Program to improve our chances to win and also submit all the Hollis Municipal buildings combined into one application. Motion passed unanimously.
 - Venu to work with Eric Duberstein to arrange a meeting with PSNH representative for Smart Start program.

Meeting Schedule: The HEC will request to be included on the February 8th BOS meeting agenda. The HEC scheduled the next meeting for 12 PM on February 15th, 2010 in the Town Hall Community Room.

Adjournment:

The HEC adjourned at 2:05 PM.

Respectfully submitted,
Venu Rao