



Hollis Energy Committee Minutes
12- 07- 09 (12:05 PM) Town Hall Community Room
Draft Copy

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Members Present: Chris Heiter, Karen Cramton, Troy Brown, Cathy Hoffman and Jeff Babel.
Absent: Venu Rao

Call to Order: Chairman C. Heiter called the December 7, 2009 meeting of the HEC to order at 12:05 PM.

Wholesale Electric RFP: C. Heiter asked HEC members to review the draft RFP for wholesale electric power proposals. He suggested having Attorney Drescher review the RFP. He questioned whether the Town of Brookline and the Brookline Schools should be invited to participate. Because of the potential for the Town to be obligated to pay the legal fees, T. Brown stated that the HEC must have a firm commitment from the schools. He also felt that legal review could wait until the HEC receives the proposals. He believes that the Town of Brookline should be approached regarding participation. C. Heiter proposed sending the RFP to the Hollis School District, the Hollis Brookline Cooperative School District, the Brookline School District and the Town of Brookline for their review. The HEC could ask for a response from the schools and town. K. Cramton agreed, stating that responses would be an indication of interest. There is no commitment required at this point. C. Heiter commented that the RFP allows for other entities to participate. He added that the HEC should have an opinion from Attorney Drescher in case there are any problems with the RFP. T. Brown reminded the HEC the Town could only commit funds for one year. He agreed to contact Attorney Drescher. To minimize legal fees, C. Heiter suggested having Susan Hodgdon contact Attorney Drescher with her questions, independent of the Town's inquiries.

Police Station Audit: C. Heiter stated that he accompanied Tobias Marquette during his inspection of the Hollis Police Station. Many opportunities for simple, low cost changes were discovered including:

- Spray foam insulation
- Behavioral changes-closing the garage doors to prevent heat from escaping.
- Meters for the doors

He added that the findings were definitely worth the audit. North Branch Construction renovated the Police Station in 2006. The deficiencies discovered were numerous. He suggested inviting North Branch to come back and fix the problems. K. Cramton agreed that it was an eye-opening experience to see the results of the thermograph of the exterior. T. Brown stated that Tobias would be presenting the results of the decision grade audit at the December 14th Selectmen's meeting.

Audit Proposals: Regarding the SDES audit proposal, C. Heiter commented that he thought the prices were reasonable for the decision grade audits (DGIs). He suggested picking a few municipal buildings to audit such as the library, fire station and DPW garage. He noted that adding insulation in the DPW garage attic would save on energy use. The DPW garage is heated with waste oil, which is more polluting than heating oil. J. Babel stated that the problem with the DPW garage is poor ventilation, which could be made worse by adding insulation.

T. Brown stated that Investment Grade Audits (IGAs) cost more than DGAs, but lead to grant funding, which is the HEC's goal. C. Heiter commented that there is no available funding for IGAs. He suggested trying to fund DGAs. T. Brown stated that there is the potential to encumber funds with a contract from SDES. Consensus of the HEC was to contact Tobias regarding a contract for DGAs on the three municipal buildings, as discussed. He added that this would be dependent upon on the outcome of the police station audit and the availability of funding.



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Other Business: The HEC received official notice from the New England Grassroots Grant Environmental Fund that the HEC's grant was not selected. C. Heiter asked HEC members to think about other opportunities for the new grant cycle.

Meeting Schedule: The HEC tentatively scheduled the next meeting for 12 PM on December 21st in the Town Hall Community Room.

Adjournment:

Chris Heiter moved and Troy Brown seconded to adjourn. Voting in favor of the motion were Heiter, Brown, Hoffman and Babel. No one was opposed. Cramton and Rao were absent. The motion PASSED 3-0-0.

The HEC adjourned at 1:05 PM.

Respectfully submitted,
Cathy Hoffman