

Minutes: York Energy Steering Committee Meeting Thursday, January 17th, 2013 York Public Library

Present: Wayne Boardman, Hilary Clark, Stephen Kosacz, Phyllis Newman, Peter Ashley and Melissa Enright.

Wayne called the meeting to order at 6:30 p.m.

1. **Approval of the December 6th and December 20th minutes.** The December 20th minutes were approved unanimously. We could not approve the December 6th minutes, because of lack of quorum of those present at the December 6th meeting.
2. **Update of solicitation of volunteer help for committee projects:** Stephen has recruited Melissa Enright to help with a variety of the ESC projects. Melissa is an environmental Sciences major at Endicott College and has volunteered to work with ESC for the remainder of this semester. She will work with Stephen on PR and research projects. A reporter for the Portsmouth Herald has interviewed Wayne about the ESC history and current projects. Melissa will do some follow up work with local newspapers. We also discussed a plan to take infrared “after” pictures to show the upgrades to the town buildings. Part of the PR plan may include involvement in Earth Day, April 22nds activities.
3. **Update on Village Fire Station attic insulation RFP:** Wayne will submit a completed RFP for Development and Specifics to Obtain Bids for the upgrades for the Village Fire Station. This is an RFP for an engineering firm to develop the specifics for a contractor to follow in doing the upgrades. The RFP has to be approved by the Board of Selectmen at their next scheduled meeting on Monday, January 28th, 2013.
4. **Discussion of Boiler Replacement for Grant House:** Details are not available for discussion at tonight’s meeting.
5. **Revision of ESC Charter and Mission:** we will complete the discussion when everyone is present. We thank Paul for sending out his summary. We discussed the advantage of having a Town Hall staff person, such as Deb Burns, on our committee. Phyllis will check on this possibility. Also, we miss having Zak Harding from the School Department working with us, so Hilary will check with the School Superintendent about a new School Department representative to our committee and for an ESC member to be on any School Department new Building/renovations committees.
6. **Discussion of energy upgrades to new police station that have been recommended by the ESC:** Peter will research the items that we have recommended during this past year. Phyllis will also check minutes and notes.
7. **Old Business:**
 - a. **Status of new members:** Chris Ring has to meet with Board of Selectmen. When this is done, he could be added to our roster.
 - b. **Update of Municipal Building Energy Use Survey:** Hilary will send this out again. Melissa may be able to help with this project.
 - c. **Lighting Upgrades to fire stations:** Included in new RFP- still an ongoing project.

The Meeting was adjourned at 8:00 p.m. The next regular meeting is scheduled for Thursday, February 21st, 2013.

Respectfully Submitted,

Phyllis Newman, Secretary