

Energy Efficiency Committee Meeting, Baldwin Center

Minutes, Thursday, July 19,, 2012

Present: Wayne Boardman, Victoria Simon, Phyllis Newman, Ted Little, , Peter Ashley.

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

1. **Approval of Minutes.** The June 21st minutes were approved as amended. (3-0). The minutes for both meetings on June 26th and July 5 were approved. (3-0).
2. **Discussion of Energy Projects and SEI grant.** Wayne brought us up to date on the status of the vendors contracts for BIOS and Maine Energy Pros. Both contracts are now in order. Wayne is on the agenda for the August 1st meeting of the Historic District Commission concerning the work on the vents at the Grant House. BIOS will work on the Police station and York Beach Fires Station and do the Grant House vents last. Peter and Wayne think that all the details have been taken care of for the Village Fire Station.

Wayne explained the complicate SEI funding process. We need to spend \$37,000 before any of the matching funding starts. We discussed the feasibility of adding the costs of the Village Fire Station paving/doors to our contracts in order to increase our SEI reimbursement. We hope the lighting project will be able to be added in time for SEI matching funds.

3. **Hiring of Owner's Representative to monitor insulation/.weatherization work.** Wayne consulted with Steve Martel about finding a qualified professional to be the Owner's Representative for our RFP projects. We voted to authorize our chair to recommend to the Board of Selectmen that we contract with an Owner's Representative to monitor the insulation and weatherization work on the town buildings by the vendors contracted through the current RFP. This Owner's Representative will have the qualifications that are approved by the Town Manager and the ESC chair. The Owner's Representative will use the RFP specifications and SEI requirements which include the Federal government stimulus fund specifications. The vote on this recommendation was 3-0.

Wayne will also suggest a cap on the cost of contracting with an Owner's Representative . We expect that this fee may be part of the SEI reimbursement process.

4. **Lighting upgrades to fire stations:** We voted to request that the BOS approve the installation of High efficiency lighting for both Fire Stations where needed and as specified by Maine Efficiency. If approval is granted at the July 23rd, 2012 BOS meeting, then there is a possibility that the cost of the lighting and installation labor could be fully reimbursed or at least the town would be reimbursed approximately 40 % by Maine Efficiency. The vote on this recommendation was 3-0.
5. **Old Business:** Victoria has been sworn in as a full member of the ESC. We decided to postpone any discussion of the status of the police building, revisions of the ESC Charge and mission, and an update of the municipal building energy survey until our next meeting.

The meeting was adjourned at 8:30 p.m.

The next meeting is scheduled for Thursday, August 16th, at 6:30 p.m. at the York Public Library.

Respectfully submitted by Phyllis Newman, Secretary