

DRAFT
STERLING ENERGY COMMITTEE
MEETING MINUTES

DATE: Thursday December 17, 2015
LOCATION: SMLD Conference Room, 50 Main Street, Sterling, MA

COMMITTEE MEMBERS: Chairman-Joe Curtin
Matthew Stelmach-Vice Chair
Sean Hamilton-Clerk
Bill Tuttle
Tom Rutherford-Alternate

Absent Mike Slozek ,

CUSTOMERS: None

Joe Curtin opened the meeting at 7:10 a.m.

APPROVAL OF THE AGENDA

The agenda was approved as amended with the addition of meeting minute approvals and the Community Clean Energy Resiliency Initiative (CCERI) update.

APPROVAL OF MINUTES

The regular session minutes for September 11, 2015 and October 28, 2015 were approved as presented , **On a motion by Stelmach , seconded by Tuttle, 4-0 in favor.**

CUSTOMER COMMENTS

None

OLD BUSINESS

DPW-Hamilton reported on the DPW lighting upgrade and how we had secured three quotes after submitting the RFP to 5 electricians, the quotes were for \$18,360, \$15,500 and lowest quote was from DMH Electric for \$12,400. **On a motion by Tuttle seconded by Stelmach it was approved 4-0 to send the \$12,400 amount to the SMLD board for their approval.** Stelmach asked how this amount affects the payback period, Hamilton responded he has resubmitted the original proposal to have payback period updated to reflect the electrical installation cost. Hamilton also reported the lights will be delivered to the DPW on the 22nd.

Butterick-Hamilton presented the LED retrofit fixtures to the committee for their review, they will be going in a test light at the Butterick building to see how it looks and allow us to retrofit the existing dome lights without having to do any replacements, In response to a question from Rutherford, Hamilton said the canister fixtures will be direct replacements with some new installations at the windows and the RFP will also include dimmers in each room but not the hallways.

Fire Department Update- Hamilton reported that there was a separate room in an area we were not aware during the HVAC upgrade that has overheating issues, C & H Mechanical will be installing a valve to create a new zone to better control the heat. Rutherford reported they will not be requesting the 44 replacement fixtures for the Fire Dept. at this time because the scope of work has changed, they will no longer be tearing down the ceiling but instead be installing foam installation on the ceiling. The

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committee members discussed whether it has been considered that the HVAC work we have performed has improved the overheating issues and may have eliminated some of the factors contributing to the ice dam, Curtin asked if Hamilton could have a discussion with the Fire Chief on this possibility.

Police Department Update- Hamilton reported that the problem with the holding cell area getting too cold has been resolved Rutherford asked if the Energy Committee would be involved with the rework of the ductwork and the committee replied they were concentrating on the HVAC control issues right now.

RFP Design Engineer-Hamilton reported the RFP for the design engineer for the Community Clean Energy Resiliency Initiative has gone out with a return date of December 30th. He asked if the Energy Committee would work with our current OPM, Scott Reynolds in evaluating the proposals to help make a recommendation to the SMLD board. Stelmach commented how helpful it was during the selection of our OPM , Curtin felt the Energy Committee could help and the other committee members agreed they would assist in that role.

Sterling Community/Senior Center- Stelmach asked if the Energy Committee would have any role in the commissioning of the new building , particularly, because of the issues we are now repairing in 10 year old buildings and to be sure the town gets delivered what was in the specifications, he suggested a third party be hired to perform a Functional Performance Test, Hamilton will reach out to an engineering firm to get quotes and see what plans the Senior center committee has in place now. The committee agreed if the quotes are reasonable we should get a firm on board before they move in.

NEXT BOARD MEETING

Expected in second week of January but no date was scheduled.

MOTION TO ADJOURN

At 7:50 am, Curtin asked for a motion to adjourn, Motion by Tuttle, seconded by Stelmach, all in favor.

ATTEST:

Sean Hamilton , Clerk

DATE:
