

**MEETING MINUTES
FREMONT ENERGY COMMITTEE
TOWN OF FREMONT**

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MAY 26, 2011

Members Present:

Gene Cordes
Cheryl Rowell
John Berry
Bob Larson
Alexandra Adams

1. Opening

The meeting began at 8:05 pm at the Fremont Town Hall. The agenda for the evening was reviewed by the members. We welcomed back Bob Larson from his winter trip to Florida. Gene noted that there was no meeting in April due to scheduling conflicts.

2. Review of Minutes from Last Meeting

- a. There were no minutes from the March 31st meeting, as the purpose of that meeting was for GDS Associates to present the results of the energy audits they performed at the Ellis School and Fremont Safety Complex. Gene suggested that John write up a brief summary of the meeting and send to Heidi for posting on the website.
- b. We will review the meeting minutes from February's meeting during our June meeting, since we didn't have a copy of February's meeting minutes available for review.

3. Follow up items from the energy audits

- a. Gene volunteered to write a letter to the Board of Selectmen (BOS) and School Board to see if they've had a chance to review GDS' Energy Audit Reports and offer to discuss the findings and recommendations with them. The purpose of the letter is to make sure the BOS and School Board review the recommendations and take action if appropriate.

4. RFP for solar hot water at the safety complex

- a. Gene has a draft of the RFP completed. The RFP is to install a solar hot water system at the Safety Complex. The Town was awarded a \$12,000 grant to perform this work.
- b. Tom Roy used to be the point person and act as the project manager for this type of work when he was employed as the building inspector. Tom is no longer working for

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the Town; therefore, someone needs to be available to walk potential bidders through the project. Bob offered up that he has some availability.

- c. Gene anticipates the following schedule:
 - i. June 1st: Send the RFP to Heidi for review
 - ii. 2nd week of June: Heidi to send RFP to TRC for approval
 - iii. After TRC approval, place ad in paper
 - iv. 1st – 2nd week in July: receive bids from interested bidders
 - v. July 28: FEC review bids and recommend contractor to BOS
 - vi. August: BOS approval and award project
 - vii. September: Install system

5. FEC interest in doing an RFP for municipal electricity supply contract

- a. John indicated yes, but only if there are real savings to be realized (> 10%).
- b. Bob expressed concern about not wanting to do this unless the carbon footprint portfolio of electricity received under new supplier is equal to or better than the portfolio of supply currently supplied by PSNH
- c. Gene will ask Heidi to bring this up at the next BOS meeting. If the BOS is interested, Gene will send a letter to Bill Lander (school board superintendent) as it would be easy to develop a single RFP for the Town and School.
- d. Cheryl indicated that she heard of the possibility of doing the same thing for oil.

6. Membership Recruitment

- a. Not much discussion. John indicated that his friend travels a lot and wouldn't be able to make many meetings.

7. Other Topics

- a. New Website: Alexandra brought up the possibility of creating a website for the FEC that is separate from the Town website. Possibly use Facebook. The purpose of doing this would be to generate more interest in the FEC and to connect with the younger generation. Additional discussion required at next meeting.

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- b. Baseline Town-wide Energy Usage: Bob is interested in brainstorming ideas on how to get a baseline energy use for the entire Town so we can track energy efficiency gains throughout the year. Additional discussion required at next meeting.

8. Next Meeting Date

June 30, 2011 at 8:00 pm at the Fremont Town Hall.

Note: All FEC Meetings are scheduled for the last Thursday of each month.

9. Closing

Meeting adjourned at 9:30 pm.