

Draft

Minutes of the regular meeting of the Standing Building Committee held on July 12, 2016

Present: Scott Orenstein, Chris Anderheggen, Jim Goodridge, Peter Rader

Also present: Cliff Gurnham, Director of Operations; Aldo Mazzaferro, ECG Engineering

Mr. Orenstein called the meeting to order at 7:00 p.m.

1. Approval of minutes of regular meeting of June 7, 2016. On motion made by Mr. Rader, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve the minutes of the regular meeting of June 7, 2016 as submitted.
2. Public Comment. There was no one present for public comment.
3. Board of Finance report. There was no Board of Finance report.
4. Revisions to agenda as appropriate. There were no revisions to the agenda.
9. Update on Performance Contracting. Mr. Gurnham noted that the RFP for Performance Contracting has been developed and this document is being brought to the SBC for a recommendation to the Board of Selectmen to move forward with the RFP process. Aldo Mazzaferro from ECG was present to answer questions.

In response to a question by Mr. Orenstein regarding how the project payback is projected over time, Mr. Mazzaferro noted that calculations are based on unit of energy savings. The successful bidder will establish a base line rate period for a specific type of energy. Depending on the type of energy, sometimes they use a one year base line and sometimes they use an average of three years. He noted that for lower cost energy source, it is a little harder to find a savings if the energy costs are low.

In response to a question regarding the role of ECG, Mr. Mazzaferro noted that, after the energy services companies are solicited ECG will provide a thorough review of proposals and determine if projects are viable. They would expect to receive three bids. Once the Town makes a selection, ECG services will include oversight and auditing of the services provided as the successful bidder reviews the facilities and looks for energy savings and self-funding opportunities. As the Town's agent, ECG will provide a review of all proposals submitted by the ESCO. It will be the responsibility of the ESCO to monitor the savings once projects have been completed but ECG will review these reports on behalf of the Town and review the calculations to insure savings. Mr. Mazzaferro noted that for all projects the energy savings must be greater than the cost of the project and the ESCO is responsible for any costs above the savings.

In response to a question about funding, Mr. Mazzaferro noted that these programs are generally funded with Tax Exempt Municipal lease funding sources which are taken out by the Town over a 15 year period. The ESCO assists with the financing and no lease payments are made until after all upgrades have been completed and have been operating for one year. The Town will own all of the

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equipment. Mr. Gurnham noted that a decision can also be made to fund the projects with bonding but these payments are not as flexible as a lease arrangement.

In response to a question, Mr. Mazzaferro noted the ESCO provides the funding for ECG's services.

In response to a question regarding what could go wrong with the Town moving forward with this program, Mr. Mazzaferro noted that it is possible an ESCO could go out of business but most of these companies are very reputable and stable.

In response to a question regarding timing, Mr. Mazzaferro noted that 3 – 5 year period is the general amount of time used for verification of the energy conservation measures at each location. Some measures will be common to all of the schools and some will be unique to a specific location.

In response to a question, Mr. Mazzaferro noted that, after the RFP is sent out and responses are received, the next step is to interview the ESCOs for approximately 45 minute appointments with consideration given to their proposals and their teams, The decision on which company to select will be made by the Town as the owner with ECG providing technical and financial evaluation to assist the Town in its selection.

After discussion, on motion made by Mr. Goodridge, and seconded by Mr. Rader, the Committee voted unanimously to recommend that the Board of Selectmen move forward with the RFP process for an ESCO to provide performance contracting proposals for the Town.

5. Update on Adams Windows/Doors and Renovations project. Mr. Gurnham noted that the gym doors with hardware have been completed. His maintenance crew will hold onto the old hardware for possible future use. The only outstanding item for this project is approval of two PTZ cameras with 360 degree outdoor camera mounts to address the blind area in the north parking lot. A quote for \$6,740 for the cameras was received.

On motion made by Mr. Rader, and seconded by Mr. Anderheggen, the Committee voted to approve the purchase of two PTZ cameras with 360 degree outdoor camera mounts for the Adams Windows/Doors project at a cost of \$6,740.00. Mr. Orenstein, Mr. Rader, and Mr. Anderheggen voted in favor of the motion and Mr. Goodridge abstained.

6. Update on Melissa Jones Security Upgrades and Renovations Project. Mr. Gurnham noted that heat pumps for the Melissa Jones School project should come in this week.

Mr. Gurnham also noted that a letter was received from Orlando Annuli regarding the concrete foundation problem that has developed. The letter noted that one accepted remedy is to have a third party structural engineer review the documents, the means and methods, the pictures, the test reports and issue a report with a stamped seal. They have reviewed the report with two additional structural engineers and they have agreed a waiver should be requested from the State. They requested approval

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and offered to provide the Town with a credit for this work. Mr. Gurnham commented that he is uncertain whether the local Building Official would accept this solution. Mr. Orenstein commented that the concrete standards are a contracted requirement so he would not recommend that the SBC accept the request for the variance.

Mr. Gurnham noted that he had contacted the DeFayo Company regarding replacing nozzles at a cost of \$3,000 in order to increase capacity. He noted that the cost for new pumps would be approximately \$50,000. Replacement of just the nozzles would not work to the capacity that is needed. Mr. Goodridge questioned if this could possibly be a performance contracting project. Mr. Gurnham noted that this project could wait until it is reviewed as a possible performance contracting project.

7. Update on 595 New England Road Project Mr. Gurnham noted that the security cameras have been installed to allow monitoring of people in the weight room.

Mr. Gurnham noted that a new price was requested for the installation of air conditioning downstairs and the cost increased from the original cost of \$70,000 to \$120,000. There is not funding available to cover air conditioning for this facility at this time.

Mr. Gurnham noted that this project should be able to be closed out next month.

8. Update on Baldwin Middle School Windows and Doors project. Mr. Gurnham noted that the District was contacted by the State noting that some paperwork was missing for the Baldwin project. To correct this item, the Board of Education took action at its meeting on July 11th to amend the minutes of the meeting of March 9, 2015 to read, "A motion was made by Mrs. Renner to approve the bonding items and Baldwin Educational Specifications recommended from the Operations Committee and seconded by Mr. Sands. The motion carried unanimously."

Mr. Gurnham noted that the contractor will be scheduling work for destructive testing sometime during the first two weeks of August. He has been in contact with Mr. Jorgensen who will be completing the bid package in the next week or two so the project is ready to go out to bid once the destructive testing is completed. One decision that needs to be made is whether to complete the project in one or two phases.

10. Chairman's report/Committee correspondence. Mr. Orenstein noted that correspondence was received from the Selectmen's Office advising that an individual has applied to be a member of the Standing Building Committee.

11. Take action on items as appropriate. There were no items discussed under #11.

12. Approval of bills. On motion made by Mr. Rader, and seconded by Mr. Goodridge, the Committee voted unanimously to approve payment of a bill from Aresco for \$30,299.30 for contractor services, primarily related to change orders, for the 595 New England Road project.

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On motion made by Mr. Rader, and seconded by Mr. Goodridge, the Committee voted unanimously to approve payment of a bill from Fuss and O'Neill for \$18,326.86 for additional PVC sampling for the Baldwin Middle School windows and doors renovation project.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of an invoice from Silver Petrucelli for \$1,130.00 for 100% completion of architect services for the Adams Middle School Windows and Doors Renovation project.

On motion made by Mr. Orenstein, and seconded by Mr. Goodridge, the Committee voted unanimously to approve payment of a bill for \$1,200.00 for additional materials testing for the Melissa Jones concrete wall issue with an understanding that the Town will receive a credit from Orlando Annuli on their next application for payment.

On motion made by Mr. Rader, and seconded by Mr. Goodridge, the Committee voted unanimously to approve payment of a bill from Terry Holland-Buckley for \$217.75 for 13 hours of secretarial service for May and June, 2016.

13. Old business. Mr. Gurnham provided an update on the replacement of the poles at the Guilford High School turf field. The contract with Musco has been completed and the submittals received and turned back to the contractor following a review by Bob Banning from Silver Petrucelli. Silver Petrucelli was also asked to provide a proposal for contract administration for this project and they will have a proposal available for consideration at the next SBC meeting. The demolition work on the poles will begin in a couple of weeks. The new poles will be galvanized.

14. New business. Mr. Gurnham advised that the Central Office North office building will be renovated and once it is completed the SBC can continue to meet in the basement but it will be in a smaller space. If the Committee believes the space is too small after renovation, arrangements can be made to meet at the new high school.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted unanimously to return to adjourn the meeting at 8:15 p.m.

15. Executive session as needed.

Terry Holland-Buckley
Clerk

