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## *Orford Energy Committee*

*Meeting of the Committee*

**\*\*\* PLEASE NOTE FORMAT CHANGE DUE TO COVID-19 \*\*\***

**Tuesday 9<sup>th</sup> June 2020 at 7:00 P.M.**

*Online Meeting via Zoom – Details Below*

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### **MEETING MINUTES**

#### **1. Call To Order**

Meeting called to order by chair, Ted Cooley at 7:05 PM. Those in attendance: Ted Cooley (Chair), Robb Day, Jordon Sutherland, Scott Gagnon, Esther Dobbins-Marsh. John Miller (Secretary) joined in progress

#### **2. Approve Minutes:**

12<sup>th</sup> May 2020 Online Meeting

Ted observed that he had not had opportunity to review minutes which he requested be redistributed just prior to the meeting. A poll of members indicated that most had not reviewed minutes when originally distributed via email. Ted asked that we table approval pending review prior to July 14 meeting. John noted that approval of April minutes had previously been tabled and urged that the process not fall further behind.

#### **3 Reports & Updates**

- Town Offices Projects
  - Furnace / Thermostat

Discussion on this topic was extensive. Details are as follows:

Robb briefed the group on a telephone meeting that he had with Scott Nichols of Tarm USA regarding potential replacement of dual propane furnace units at Town Office with a Tarm unit, either pellet or wood chip. Scott explained that rebates and incentives are currently available to municipalities in the area of 40 to 60%. He is willing to meet with Orford Energy Committee and the Orford Select board.

Esther responded that the current propane furnace system is currently out of service. One furnace has a cracked fire box and the other is judged to be near failure.

Jordon advised that he had spoken with the Select board regarding the heating issue. The town is also interested in a new heating unit for the Town Garage. Jordon offered again to be a resource to the board and suggested additional resources available through Vital Communities, NH Saves, etc.

Ted asked Esther to elaborate about the Town Garage heating issue. Esther explained that the board is interested in a backup unit for the waste oil furnace.

Robb continued to provide details of his discussion with Scott Nichols. A ballpark figure was estimated to be between 25 and \$50K for a complete wood pellet system less 40% rebates. Pellet less expensive than wood chip. This option would include an exterior silo.

Esther stated that Dead River and Thomson Fuels have already examined the furnace system (per her notes above regarding current failure).

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Robb commented that the proposed solution from Tarm would continue to be forced hot air via existing ducting. Pellet unit would be boiler technology and would employ a heat exchanger.

Scott Gagnon asked if the group might be familiar with mini-split (heat pump) technology and whether this option might be considered. Esther responded that Dead River mentioned this option last year and advised that it would be more expensive than propane. Scott explained his personal experience with heat pumps in his residential application. He reports good operational economy compared to prior experience with propane system.

Ted reported on recent telephone conversation with Mark Blanchard reminding the group of the potential savings to the Town via Fuel Club if propane continues in use.

John asked whether members recall status of building insulation status reported via various engineering surveys. Esther responded that an energy audit was performed in 2012 and several deficiencies had been reported (which have not been addressed aside from foundation patching activities by OEC members during previous two years). Jordon believes the existing insulation had been improved via blown-in (cellulose?) at some point. Esther and others observed likely settling as evidenced by rodent incursions and overall comfort levels.

Scott Gagnon mentioned thermal stack, which prompted Jordon to note again the porous condition of the existing foundation. Esther noted that the Town Garage is also deficient, having no insulation.

Esther asked whether OEC members were opposed to a like-for-like replacement of the failed / failing propane furnace system. She stated that the two fuel dealers noted previously estimated \$4K for 2 furnaces including labor. She asked if it might be possible to configure for two (2) zones.

Ted provided an overview of the current configuration for Esther and Scott's benefit and responded to Esther's question about zones by describing the unified plenum system in use. This would likely increase the estimated cost, perhaps significantly.

Scott, returning to the heat pump solution noted that this approach would qualify for Energy rebates and would provide zone heating and cooling.

Jordon suggested the possibility of a single (instead of dual) propane furnace in concert with a mini-split heat pump. The propane would be backup and useful during extreme cold periods.

Scott reported that his residential heat pump system for approx. 800 sq ft area netted at \$4,700. Ted proposed that efficiency ratings should be investigated. He noted that less expensive propane furnaces tend to be lower efficiency than higher priced propane units. Efficiency data for any proposed solution should be included in comparisons.

Robb asked Esther how much time might be available to OEC for preparation of a recommendation. Esther expressed some urgency as the current system will need replacement ahead of the coming heating season. She also noted that funds are limited.

Ted noted to Esther that the Energy Committee is here to help and understands the need to move quickly and efficiently toward a recommendation. Esther asked if it would be possible for the OEC to call a special meeting for this purpose and Ted agreed that this could be done.

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Ted thanked Esther for her attendance, and she concluded her phone connection to the Zoom meeting.

Robb expressed skepticism regarding a \$4K estimate for replacement of two furnaces including labor. Most members expressed agreement on this point.

**Reports & Updates (Continued)**

- Town Offices Projects
  - Foundation

Jordon reported that he had not been in further touch with Ross Paige. He raised concern that Town finances are likely to be greatly impacted by Federal and State funding for municipalities due to economic impacts of the COVID-19 pandemic. He asks where this situation might impact priority on this and other large expenditures. Ted agreed that this will be a challenge leading to tight funding.

Robb asked if contractor input had been or should be sought toward temporary stabilization and more adequate insulation for the foundation.

Jordon agreed that patching, insulation & sealing would be critical to efficiency of any new heating project.

Scott asked about the age and condition of the building, building inspection results and sills. Ted responded that building is circa 1890 and Jordon described overall structure as “basically sound”.

General discussion regarding possible options, economy, and fiscal constraints. Concern also voiced that pool of bidders ought be carefully considered.

Robb agreed to contact Scott Nichols again to request a meeting at Town Office with Esther. Jordon stated that he would try to attend.

- Grant opportunities

No new information here.

4. **Other Business:**

- Energy Committee members / candidates
  - OEC Nomination
    - Scott Gagnon and Robb Day submitted to Select board for their approvals
- Historic registration
  - John moved that Mark Blanchard’s draft application, submitted to OEC members in May be approved with necessary clerical insertions made for applicant name, etc. Robb seconded. Approved.
- Outstanding invoice
  - Ted observed that both Jordon and Mark’s further input needed in order to close this issue (billing for initial consultation from Engineering Ventures of Lebanon, NH). See copy of correspondence at Appendix
- Potential projects
  - No updates
- OEC Website contents

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No additional content proposed, but John did ask Ted's perspective on 350NH.org, as OEC had been invited to attend introductory training session toward formation of local chapter in Lyme, NH. Ted explained that members are not permitted to represent Orford or OEC in any political advocacy organization, but members could participate as private individuals if so inclined. John agreed to distribute information as it becomes available.

- Other Business  
No new items.

5. **Next meetings:** (≈1 month)  
Committee Meetings:  
14<sup>th</sup> July 2020, Online or Niles Room, Orford Town Office, 7:00 p.m.  
11<sup>th</sup> August 2020, Online or Niles Room, Orford Town Office, 7:00 p.m.

6. **Adjourn**  
John moved to adjourn; Robb seconded. Adjourned 8:15 PM

**Topic: OEC Zoom Meeting**

Topic: OEC Zoom Meeting

Time: Jun 9, 2020 19:00 Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/99862578333>

Meeting ID: 998 6257 8333

One tap mobile

+13126266799,,99862578333# US (Chicago)

Dial by your location

+1 929 436 2866 US (New York)

Meeting ID: 998 6257 8333

For Help, contact [tedc@cooleyllc.com](mailto:tedc@cooleyllc.com) or 603 353 2139

Respectfully submitted,  
John Miller  
Secretary

**Appendix**

From: Miles Stetson <[MilesS@engineeringventures.com](mailto:MilesS@engineeringventures.com)>

Date: Tue, May 12, 2020 at 5:32 PM

Subject: RE: Status Inquiry - Progress Billing for EV Project #19277 Orford Town Assessment

To: Mark Blanchard <[pico@breakchaos.com](mailto:pico@breakchaos.com)>

Cc: Edmond Cooley <[escooley03@gmail.com](mailto:escooley03@gmail.com)>

Mark,

Thank you for your input. I have gone back and reviewed the notes and photographs from our 10/30 site visit, and there was discussion with Jordan about possible measures to deal with the foundation issues while onsite. We are not sure what deliverables we could have possibly provided other than a memo/report, but I suppose that we can discuss that. We were very busy here over the Winter and in addition to that having not received status inquiries, the generation of follow-up documentation has not occurred in as timely of a fashion as would normally occur here.

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We would like to assist with your project and understand that there are some financial constraints. I feel that in this case, upon receipt of payment for our outstanding invoice we could generate and submit a follow-up memo, (one draft sent to you for review and comment, and a subsequent finalized version issued) for no additional fee. The thought would be to provide your group with a document containing the requested information while allowing us to get the outstanding fee off of our books. I would be happy to discuss this further by phone.

Thanks again,

Miles

Miles Stetson, P.E.

Engineering Ventures, PC

STRUCTURAL & SITE ENGINEERING

85 Mechanic St. Suite E2-3

Lebanon, NH 03766

603-442-9333 ext.34

[www.engineeringventures.com](http://www.engineeringventures.com)

I am working remotely until further notice and may be reached directly at one of the two following phone numbers:

603-504-2215 (cell)

603-865-5496 (home)

From: Mark Blanchard <[pico@breakchaos.com](mailto:pico@breakchaos.com)>

Sent: Monday, May 11, 2020 10:05 PM

To: Miles Stetson <[MilesS@engineeringventures.com](mailto:MilesS@engineeringventures.com)>

Cc: Edmond Cooley <[escooley03@gmail.com](mailto:escooley03@gmail.com)>

Subject: Re: Status Inquiry - Progress Billing for EV Project #19277 Orford Town Assessment

Thanks for the reply, Miles.

We do have a conundrum here because I've studiously avoided any i te toi alors engagement this very preliminary and uncertain stag. We lack the authority or funds to do so. I'm concerned that

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my not being able to make your October visit may have caused the discussions then to get beyond our intent as raised by our original emails and phone conversation in June and follow up in early October setting a date for your introductory visit.

We were not anticipating a formal report, but rather to get a feeling about your interest level in such a project should we be able to bring it to pass and get a sort of top of mind reaction as to how you might approach the project phasing. We also were and are interested in getting to know about firms such as yours. This was to be a mutual introduction. It was not our aim to request any formal work or analysis.

As it is, we have a Zoom meeting Tuesday night and We can further plumb Jordon's recollection of discussion with you during that visit.

I thank you for sending the March email. Otherwise we would not realize that somehow inadvertently expectations had become mismatched.

Be well

Mark Blanchard

from miniPad

On May 11, 2020, at 10:48 AM, Miles Stetson <MilesS@engineeringventures.com> wrote:

Hi Mark,

Thanks for your input. In addition to email correspondence, we had multiple phone conversations which aren't referenced below. During one of these we received verbal authorization from you to conduct the study, which, as discussed, included a detailed scope of services including a site visit to document existing structural conditions and generation of follow-up report. The onsite documentation piece has been completed, hence the progress invoice for fees to date which we are owed. We had received a scope of work from you and the discussed site visit which was discussed as part of our work of documentation of existing structural conditions. The onsite documentation phase is similar to the work that other structural consultants would have performed at this site in the past as part of their work.

We are available to have a call to discuss further.

Thanks,

Miles

Miles Stetson, P.E.

Engineering Ventures, PC

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603-865-5496 (home)

From: Mark Blanchard <pico@breakchaos.com>

Sent: Friday, May 8, 2020 5:20 PM

To: Miles Stetson <MilesS@engineeringventures.com>

Cc: Edmond Cooley <escooley03@gmail.com>

Subject: Re: Status Inquiry - Progress Billing for EV Project #19277 Orford Town Assessment

Hello Miles,

1. Apology - somehow I missed your email of 3/17 containing an invoice for services in February(?)

2. Thanks - for visiting the Orford Town Offices 10/29 for a scoping quick look per our email discussion exchange back in June. Owing to an overrun of my VA medical appointment you met with our Orford Energy Committee's Jordon Sutherlin in my stead. The purpose of the visit was for you to get a look at a future possible project as outlined in my initial emails of June 12 and pre-visit note of Oct 7, both of which were result of suggestion of NH Preservation.

and

3. Getting an the invoice confused me. I seem to be missing something in that thus far it has been clear that there is as yet no official project, no budget and the visit was so you could see if this was a project you folks would be interested in having a shot at and might have some rough ideas how you might think it wise for us to approach it. It presented an opportunity for us to get an introduction to EV and our get your first take on the potential project. I'm also concerned because, maybe I'm losing my mind here, but I do not have a record of there being any meeting in February. Jordon has had a discussion, again solely on an informal advising/scoping basis with another contractor in February.

The Orford Energy Committee has no budget or expenditure authority whatsoever for any project and is engaged by the Selectboard on an advisory basis to explore various energy and facility related topics and report back. We are working to get the Orford Town Offices building,

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former Orfordville School, on the NH Historic Register as a prelude to LChip / Seven to Save/ other funding sources exploration. To do that we need some insight into how best to stage gate the project and ideas about the sort of potential viable bidders we would seek. The Town is extremely unlikely to proceed on a project, historic preservation or not, without substantial funding by means other than taxes. As yet the town has never received CDBG or other significant competitive funds.

My personal experience is that exploratory visits help customer get a sense of the expertise and nature of the professional (lawyer, contractor, other provider), home in on sound ways to do a project and be in a position where customer and provider look forward to working together. I sense that is quite likely but we alas a ways preliminary to it yet being a blessed project. Covid-19 is not helping any of us and another unwelcome issue.

Please correct me if somehow I've got my wires crossed.

Be well, please.

Mark Blanchard, 603-353-9873

Orford Energy Committee, Vice Chair

(cc Ted Cooley, OEC Chair)

On Mar 17, 2020, at 5:40 AM, Miles Stetson <MilesS@engineeringventures.com> wrote:

Good morning Mark,

I am writing to inquire on the status of payment for the below referenced invoice, which is a progress billing and includes fees associated with out visit to the site to observe/document existing structure. The follow-up report is in development, and we will submit invoicing for that work as it is completed.

Please feel free to contact me with any questions.

Thanks,

Miles

<image001.png>

Miles Stetson, P.E.

Engineering Ventures, PC

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