

Northfield Energy Committee

Tuesday, August 10, 2021, 6:00 p.m. Meeting Notes

Zoom meeting Attendance: Susan O'Connor, Judy Wagner, Scott McCusick

Agenda

Green Communities grant

- NES re-bid review
 - Susan O'Connor and Scott McCusick held a bid conference at NES on July 26. Two companies participated. Susan went to the public bid opening at today, August 10, 4:00 at Franklin Regional Council of Governments. Two bids were received. We reviewed the base bid amounts for both bids, as well as the add and deduct costs listed. We need to go with the lower bid amount as long as the references check out.
 - Both bids came in higher than the \$275,000 that we have between the Green Communities grant and the CARES federal funds made available by the town. We have estimated that we will need to deduct 3 HRV units, unless there are additional CARES funds. Susan will email Andrea Llamas as she had mentioned she was waiting to hear if FEMA would reimburse the town for the ambulance that was purchased or perhaps other funds.
 - We identified the questions that we want to ask the references provided in bid:
 - a. What can you say about the overall quality of the work? Were there any points of concern?
 - b. Do they have a good track record with relationships and communication?
 - c. Did they finish the project on time?
 - d. The Principal of the school wants to make sure that a classroom is cleaned up to be in order for school each day. Have they been responsive on an issue like this?
- Next steps on the work:
 - Susan will place a call to the references on Wednesday, hoping to hear back that day or the next.
 - Susan will email Andrea Llamas about additional CARES funds.
 - Susan will have a call with Andrea Woods, procurement specialist at the FRCOG about the committee's conversation and reference checks.
 - If all goes well, Susan will see if the lowest bidder is available to talk by phone with Scott to plan next steps on Friday, August 13 after 2:00 or Monday, August 16th in the A.M.
 - Susan will update other committee members on our status.
- Library Air Source Heat Pump update: work is completed

Additional items for discussion

Brainstorming about ideas for 2021-22: We want to have this conversation when the full committee is back from summer vacation. Susan will check with the group to see which dates at 6:00 p.m. work for all:

Tuesday, August 24,

Wednesday, August 25

Tuesday, August 31

Wednesday, September 1

Additional items: No new items at this time.