

NELSON TOWN BUILDINGS COMMITTEE

November 8, 2021

Attendees

- Dave Upton
- Lisa Sieverts
- Dave Birchenough
- Patsy Beffa-Negrini
- Kim Rich
- Earl Creasey
- Absent
 - Sandy Mackenzie

Action Items

- Lisa
 - Send suggested revisions to RFP to Edie
 - Send updated contractor information to Edie
 - Edie, Karen, Kris and Bert Wingerson should be invited to the walkthrough on 11/17, Lisa to suggest this to Selectboard

Agenda

- Approve last week's minutes
- Lisa's recap of meeting with Selectboard
- Update from Dave and Dave after talking to vendors
- Review of rev9 of the RFP, decide whether to recommend these changes
- Walkthrough will be 11/17 1 PM
- Confirm next meeting date

MINUTES

- Chair Lisa Sieverts calls the meeting to order at 6 PM
- Approve the Minutes of the November 1, 2021 as sent by email on November 2, 2021
 - Dave B moves to accept the minutes with as corrected, second by Dave U, all in favor

- Meeting with Selectboard recap
 - They had a packed agenda so our portion of the meeting was quick
 - Selectboard had good questions, I believe I was able to answer all of them
 - Decision was deferred until later, but they let me know by the next morning that they would proceed with this RFP
- Discussion with Vendors
 - Dave and Dave were able to reach the majority of the vendors. Almost all are reachable by email.
 - docs.google.com/document/d/1qfj6s1YC0_5l5lFgiwmtxtlvVxY2w7r6hom6eTtMvl4/edit
- Review and approve rev9 of the RFP
 - We agree that specifying “ductless mini-splits” is premature. The RFP should be more generic so that the vendors have the opportunity to suggest the solution they believe is the best fit for each building
 - We agree that the Proposals should contain information about the loudness of the ASHPs, should specify certification of installer, and should have references.
 - Dave B talked to a mechanical engineer friend in Keene, in favor of the project overall, but he says be aware that you may get many different answers to this RFP. They suggest hiring a company like Koehler Lewis to design entire systems. And if we only look at heating/cooling, we’re not doing enough. Should be considering ventilation, too, especially with COVID.
 - Once the new systems are in, they need to be managed properly. Consider investing in smart thermostats, such as Ecobee, and their building management system to control multiple thermostats from a single location.
- Walkthrough 11/17 1 pm Town Offices
 - Selectboard will run it, we are invited
 - Edie, Karen, Kris and Bert Wingerson should be invited, Lisa to suggest this to Selectboard
- Lisa makes a motion to adjourn at 6:40 PM, Patsy seconds, all in favor

Completed Action Items

- Lisa
 - Modify the docs as indicated and forward to Selectboard
 - Attend Selectboard on November 3

A reminder about right to know rules

- We can share information with each other by email between meetings, but we cannot comment on that information or make any decisions by email

Next Meeting

- Monday November 29 at 6 PM in the Town Hall