

**Board Member Attendees:** Scott Burns, Anya Twarog, Tim Dow, Deborah Brown, Jeff Savary

**Absent Board Members:** Paul Doucette, Susan Hallett-Cook, Lisa Tremblay and Robin Gargano

**Administration:** Daniel LeGallo – Superintendent; Amanda Bergquist – Business Administrator

**Others:** Franklin Residents/Teachers/Students (approximately 2 people), 2 energy audit company representatives and Cathy Viau (School Board Clerk)

**Call to Order by Tim Dow, Chairperson, at 6:32 PM.**

**Salute to the Flag**

**Energy Project Update**

Tim Dow began by introducing the two representatives, Mike Davey (from EEI) and Kleo Padaros (from Ameresco).

An overview was given of how this process began six months ago and previous sets of minutes were discussed. It was originally brought forth by the City of Franklin, which had used EEI years ago. Preliminary discussions began on May 15, 2017 regarding the potential energy savings, rebates, and financing. Another meeting was held June 19, 2017 where a matrix was provided. In August, Mike Davey from EEI presented to the board and public. A motion was made and passed unanimously to accept. This motion was read aloud:

**MOTION:** Susan Hallett-Cook moved to allow the Superintendent and Buildings and Grounds Director to move forward with the EEI Energy Audit application and financing and authorize the signing of the necessary forms, seconded by Scott Burns.

**Motion Carried – Unanimous**

On September 18, the superintendent gave an update and the next steps were discussed. It was stated that Mike Davey did apply for the rebates.

In October, Tony Guinta contacted the superintendent about another energy audit company, Ameresco. The Superintendent reached out to Ameresco and spoke with Kleo Padaros.

At the October meeting, a motion was made to do an RFP for this project. This is a contradiction of the previous month's motion. EEI had already started to move forward in good faith.

An overview of each company and some of their projects were shared. The other topics discussed were:

- current city savings since their energy audit and implementation;
- rebate process of application and attainment;
- the other company is from Massachusetts and would require additional paperwork;

- Financing options (bond, lease agreement, and notes. They are leaning more towards financing locally. Both companies can go thru most banks for financing. The current rates were also shared as well as terms.);
- the inclusion of the roof project (EEI offered to oversee the roofing project with no additional cost as the projects would run simultaneously);
- the RFP should have been done in advance per policy DJE – Bidding unless waived by the board;
- a board member misunderstood and did not believe the motion was binding to the company initially initiating the audit;
- transferability of the rebates between companies (is that possible);
- the rebates are on a first come, first served basis;
- what are the next steps in the audit process;
- the initial agreement between EEI and the Franklin School District was done a good faith basis and no contract was signed;
- following policy is important and waiving it if deemed necessary needs to be done properly;
- Other companies should be given the opportunity to bid and due diligence needs to be done to solicit. Doing so may delay the start of these projects and financing;
- this is a lengthy process;
- the process may need to be started over again in October depending on what is decided this evening;
- the policy may be suspended by this would need to be done by a two thirds vote;

**MOTION:** Tim Dow moved to rescind the October 16, 2017 motion that was passed to send out the RFQ regarding the energy audit, seconded by Scott Burns.

They want to make sure that this is process is done within the month. Because of the long-standing relationship with the City of Franklin, EEI is not imposing an exit fee or penalty.

**Motion Passes – 4 in Favor and 1 Opposed (Deborah Brown)**

There is a timeline of things that need to be done and the hope is to have a final decision on which company to go with by November 20<sup>th</sup>. The financing and construction needs to begin promptly.

Deborah Brown stated that she is not in favor of waiving the policy.

Board members want to make sure they do their due diligence for the taxpayers.

The inclusion of the roof is important.

The board or committee assigned will have say over who is used as contracting vendors thru EEI. They put their portions out for bid through their company. There is a guaranteed savings with the implementation of energy audit completion.

**MOTION:** Deborah Brown moved to go out to RFQ for the energy audit program, seconded by Jeff Savary.

There is some concerns over the time lost if this motion is passed.

**Motion Passes – 3 in Favor and 2 Opposed (Tim Dow and Scott Burns)**

It is important to expedite the timeline. The Superintendent will review and present the board with recommendations.

Mike Davey stated that Hobo Sensors were installed and they will leave those in place regardless and the can transfer the information to another company if another company is chosen.

**Adjournment**

**MOTION:** Scott Burns moved to adjourn at 7:52 PM, seconded Deborah Brown.

**Motion Carried – Unanimous**