Old Business

**Police Station HVAC:** The identity of the original HVAC contractor for the Police Station has not been determined. Neither the current Selectmen nor other town officials were able to identify the contractor, so the search will continue. Regarding the selection of an HVAC contractor to lead the Police Station HVAC remediation effort, John Moreau offered the name of Dowling Corporation in Portsmouth for consideration. It was decided to ask prospective contractors to provide a two part cost estimate: (1) the cost for a comprehensive assessment of the current HVAC system to identify all significant problems, and (2) the cost to properly remedy these problems. Due to recent failures of the air conditioning and stated concerns regarding air quality, the importance of this effort has been elevated.

**ACTION:** Steve will:
- create a detailed HVAC performance specification that will be used by prospective contractors in the preparation of the quotations
- work to identify prospective contractors to receive the RFQ
- make inquiries regarding air quality testing within the Station

**Reduction of Purchased Energy Prices:** Town participation in the upcoming September energy bid solicitation by the Rockingham County Complex is still anticipated. In preparation for this solicitation, detailed information regarding the Town’s usage of diesel fuel, heating oil, propane, and unleaded gasoline over the past 18 months was collected and compiled. This summary will be forwarded to Jude Gates at the Rockingham Complex for use in the solicitation process.

**OPEN ACTIONS:** Bob will address the following:
- Identify the State contact most familiar with existing State contracts
- Inquire as to the existence of State propane contracts
- Determine if there is an upcoming State plan to solicit propane bids
- Determine if the Town can participate in any upcoming State solicitation
- Determine if there a State operated depot for gasoline and diesel fuel
New Business

Work on the electrical service panels at the Town Offices building has been completed which should have resulted in just a single electrical meter for the building. This will be confirmed.

The project to install an automatic standby emergency electrical generator for the Town Offices building is receiving renewed attention.

**ACTION:** Steve will....
- review relevant information collected and compiled by Ron in past months
- create a detailed performance specification for the standby system
- solicit bids from qualified contractors

The meeting adjourned at 7:51 pm.