

**PERFORMANCE CONTRACTING REVIEW COMMITTEE – Meeting Minutes**  
**Wednesday – February 18, 2015**  
**Regular Meeting**  
**7:30 P.M. – Room 207, Town Hall**

Members Present: Mr. Jimmy Sima  
Ms. Patty Flynn-Harris  
Mr. Tod Dixon  
Mr. Dave Gavin  
Mr. Art Crooker  
Mr. Frank Biancur

Staff Present: Mr. George Noewatne, Public Works  
Mr. Walter Gancarz, Public Works  
Mr. Dan Marseglia, Cheshire Public Schools  
Mr. Vincent Masciana, Cheshire Public Schools

Others Present: Mr. Mark Nash, Public Building Commission Chairperson Pro-tem

The meeting was called to order at 7:31 pm. Roll was called and a quorum determined.

**FINANCIAL OVERVIEW**

Mr. Masciana reported the following:

- Referring to the October 8, 2014 Memo from Michael Milone to the Town Council
  - Total Project Cost: \$10,176,548.00
  - Total Rebate: \$1,251,851.70
  - Amount of rebate used to pay down project: \$381,548.00
  - Net available for additional project: \$870,303.70
- To date, Ameresco has invoiced \$7,543,960.38 (74.13%)
- The Town is also eligible for \$10,000 Bright Ideas Grant

**PERFORMANCE CONTRACT INSPECTION PROCESS**

Mr. Masciana reviewed the Town of Cheshire Performance Contract Inspection Plan document. The front page includes work completed and incentives paid. The reverse includes the work in progress.

A comprehensive bonus rebate will be paid at the end of the project.

The Town staff has biweekly meetings with Ameresco to update the job status and review/resolve issues.

## **PRELIMINARY RESULTS**

Mr. Masciana compared electricity usage for the District's schools:

December 2013 vs. December 2014:	24% reduction
January 2014 vs. January 2015:	34% reduction

Mr. Masciana demonstrated the Building Management System for Highland School.

Mr. Sima asked about the fresh air dampers being open 15% during times when the building is not occupied. The CPS staff will check with Ameresco to ascertain whether the louvers can be completely closed when the building is unoccupied.

Mr. Gavin suggested that monitoring alerts be texted to maintenance staff members, if possible. According to the CPS staff, that is already part of the protocol.

## **POTENTIAL CHANGES TO WORK SCOPE**

There was a discussion of the prioritized list of potential work scope changes. Mr. Masciana reviewed the list. Items are ranked with a priority number of 1, 2, or 3.

All projects on this list are outside the scope of Ameresco's existing contract.

Mr. Sima asked if replacing the Barber-Coleman Temperature Controllers at Dodd and CHS should be included? The CPS staff agreed that they should.

Mr. Gavin recommended consideration of a cogeneration project at the Cheshire Community Pool.

Upgrades at the Wastewater Treatment Plant are included in the contract with AECOM, the design firm for that project.

Ms. Flynn-Harris reminded the Committee that available excess funds do not have to be allocated to Ameresco.

## **PRIORITIES**

Mr. Sima recommended the following:

1. Priorities 1 and 2: Upgrade all Building Management Systems. Approximate cost for those projects: \$400,000.
2. Pay for steam pipes at CHS through the existing PBC project.
3. Make a 1A and 1B priority list.
4. Consider geothermal energy at the Youth Center, instead of gas-fired unit.

The Performance Contract will go into effect once all projects have been completed and commissioned, probably in late 2015.

The CHS field lights are priority #3, due to limited use, which is estimated at 300 hours/year. CPS staff will add timers to lights to measure actual use.

## **RECOMMENDATION**

The committee requests that Amersco provide cost estimates for the 8 building management systems projects listed below as well as the boiler replacements at the Fire Headquarters and Firehouse Annex buildings for approximately \$ 693,450. This will provide a more detailed estimate; the Town is not obligated to fund these projects.

Police Station	Integrate existing equipment into new Building Management System
Town Hall	Integrate existing equipment into new Building Management System
Town Library	Replace obsolete Barber Coleman controls
Cheshire High School	Heat Exchanger and FCU adjacent to Auditorium
Cheshire High School	Add library controls to new Building Management System
Chapman Elementary	Add classrooms to new Building Management System
Dodd Middle School	Replace obsolete Barber Coleman controls
Cheshire High School	Replace obsolete Barber Coleman controls
Fire Headquarters	Replace existing boiler with condensing boiler
Firehouse Annex	Replace existing boiler with condensing boiler

## **ADJOURNMENT**

*Motion to adjourn by Mr. Crooker at 8:44 pm. Seconded by Ms. Flynn-Harris and passed unanimously.*

Respectfully submitted,

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George Noewatne, Director of Public Works and Engineering