

Starksboro Energy Committee

Monday February 3, 2025

12:00 noon – 1:00 pm

Virtual Teams Meeting

1. Attendees

a. Guests

i. Food Shelf Building Volunteers

1. Ann Bove
2. Pete Antos Ketcham
3. Lisa Daudon

ii. Amanda Vincent, Town manager

b. Committee Members

- i. Richard Faesy
- ii. Rich Warren
- iii. Megan Nedzinski

2. Approve Minutes

- a. Rich couldn't stay so we had no quorum to approve the 1/6/25 minutes

3. MERP Grant

a. Budget

- i. Scope of work for the Food Shelf and Jerusalem Schoolhouse are combined so we'll need to determine how they split out
- ii. Total budget for both buildings is \$163,800 plus \$4,000 mini grant, of which some has been spent, for a total of \$167,800
- iii. According to the original application that Rebecca Elder has submitted for the Town the estimate for the Food Shelf building was about \$27,000
 1. This would leave \$136,800 for the J Schoolhouse
 2. Balance of \$4,000 mini-grant will need to be determined or considered for contingency
- iv. Amanda will ask the ACRPC MERP administrators how we should allocate the funds
- v. Assume \$27,000 for the Food Shelf for now based on application:

11.2 Building Budget Breakdown	
	Costs
Renewable Energy Heating System Improvements/HVAC Improvements	0
Building's Thermal Envelope Improvements	12120
Lighting Improvements	0

ADA Improvements	2424
Project Support and Oversight Soft Costs (BGS recommends budgeting 20% of the construction budget for costs not tied to direct construction costs, such as permits, legal fees, architectural and engineering expenses, and clerking)	2909
EV Chargers	0
Solar Panels	0
Other	7000
Total Building Project Budget	24453
Total with 10% Contingency automatically added to budget	26898.

vi.

b. Scope of Work

- i. As listed in the approved grant paperwork, this is the scope of work for both projects:

ATTACHMENT A: SCOPE OF WORK

Starksboro

The Starksboro Food Shelf upgrades include:

1. Envelope:
 - a. Insulate and air seal attic.
 - b. Replace and air seal doors.
2. ADA: Make ADA improvements which meet a budget of 20% of project construction costs
3. Other: Appliance replacement with efficient models

The Jerusalem Schoolhouse upgrades include:

1. HVAC:
 - a. Install heat pump system.
 - b. Mechanical ventilation.
2. Envelope:
 - a. Insulate foundation.
 - b. Insulate and air seal walls.
 - c. Weatherstripping doors.
 - d. Replace windows
3. ADA: Make ADA improvements which meet a budget of 20% of project construction costs
4. Other:
 - a. Appliance replacement with efficient models.
 - b. Electric service upgrade to support heat pumps.

ii.

c. Food Shelf Building

- i. Richard will collect information on costs for all items, then we will determine priorities within the allotted budgets to determine the scope of each project
- ii. Amanda will reach out to MERP to see how they want us to split the funds and answer some of the questions raised in our discussion, including:

1. ADA requirements?
2. Can the town allocate the total budget between the two projects?
3. Do they care how we split the grant between the buildings?
4. Does the scope of work need to match exactly what was in the grant paperwork or is there any flexibility?
5. We need some electric work for the Food Shelf, so can electric panel upgrades be included if they fit within the budget since they weren't listed in the grant approval?

iii. The Town has hired a new Treasurer

iv. All Food Shelf appliances were paid for with New Community Project, not MERP funds

1. Rich will be testing the appliances over the next week or so

v. Efficiency Vermont (EVT)

1. Richard talked with EVT and they may be able to provide additional incentives beyond MERP for weatherization improvements to the buildings and other selected measures (some appliances and heat pumps), but we would need to work with contractors who are part of EVT's Efficiency Excellence Network (EEN)

- a. <https://www.encyvermont.com/find-contractor-retailer#/>

- vi. Weatherization
 - 1. Air seal and insulate attic
 - 2. Door replacements
 - a. Two road side doors
 - 3. Richard is reaching out to Building Energy, which is an EEN contractor
 - a. Weatherization and heat pump installer
 - b. Will line up site visits and get estimates based on the Dubois and King energy audits
- vii. Appliances replacement
 - 1. Rich Warren will report efficiency of the refrigerators and freezers after testing
 - 2. Upright refrigerator and freezer with glass doors could be an ADA compliant alternative and is desirable to Ann and Lisa
 - 3. Ann will research ENERGY STAR options
- viii. Backup generator
 - 1. Pete is looking into for the building to ensure that food is not lost in the refrigerators and freezers if the power goes out
 - 2. But would be paid for with other grants since it isn't an efficiency measure
- ix. Backup Wiring
 - 1. Needs to have at least another circuit added to be safer than the multiple extension cords and surge protectors
 - 2. Don McCormick (Starksboro electrician) will provide an assessment
 - a. Pete has already been working with Don
 - b. Will look at wiring for backup power system and general state of affairs
 - 3. Old vault has some issues with multiple appliances
 - 4. Access to wiring is more complicated
 - 5. Prioritize fixing the wiring
 - 6. Insufficient number of outlets in the vault
 - 7. Try to figure out how to make it work as is rather than changing to dry goods
 - 8. Pete will get an estimate from Don for upgraded electrical circuits in the vault
- x. ADA improvements
 - 1. 20% of budget
 - 2. If we renovate, it would need to be updated
 - 3. St. George hired ADA consultant
 - 4. May open a can of worms
 - 5. Threshold for entryway to make ADA compliant
 - a. Maybe Giroux's in Hinesburg could manufacture
 - b. Megan has used thermally-broken manufacturer-supplied thresholds from RK Miles or Lowes to specify for jobs in the past
 - c. Ann will provide measurements
 - d. We may be able to remove and replace
 - e. ADA will be less of a bump
 - f. Sourcing would be up to the contractor

- g. Rubber mats may be an option on either side of the existing threshold to make it easier for a grocery cart or chair to roll over
 - 6. Accessibility assessment
 - a. Architect would flag ADA issues
 - b. ADA is a law but not a regulation
 - c. Reduces risk of potential lawsuit
 - d. Division of Fire Safety and architect make recommendations
 - 7. Disproportional cost rule
 - a. 20% of the cost of the project
 - b. 20% minimum cost of everything we do
 - c. If the amount for the food shelf was \$27,500, we will need to spend at least \$5,500 on ADA compliance
 - d. Application submitted was for 10%, but MERP bumped up to 20%
 - 8. Upright refrigerator and freezer with glass door may count towards ADA
 - 9. Access Board
 - a. Fire alarms, strobes etc. may be prescribed
 - b. It could trigger other recommendations
 - 10. We should flag all improvements that could count towards ADA as we assemble the project costs to make sure we meet the 20%
 - a. Megan (and Jeff Dunham) as architects have some expertise in determining
- xi. Heat Pumps
 - 1. Two front units work
 - 2. Back unit doesn't work
 - 3. With below zero
- xii. Strategy
 - 1. Keep ADA within budget
 - 2. Threshold and installation
 - a. RK Miles
 - 3. Appliances that improve accessibility
 - 4. Find \$5400 worth of stuff to make it meet the budget
 - 5. Lighting switch to LED for higher footcangles
 - 6. Railing
- d. Lining up a project manager and contractors
 - i. Amanda can help compile and support
 - 1. Will reach out to ACRPC to see what support they can provide
 - a. (Jolyon Larson jl Larson@acrpc.org got right back and offered to help with the logistics and coordination of this project)
 - ii. Who gets the estimates?
 - 1. Richard and Amanda will work to compile

4. Next SEC meeting – 3/3/25