Energy Committee Meeting Minutes

Ⅰ. Meeting Overview

Date: **January 8, 2026**, meeting opened by Al R. at 9:58

Present: Al Rossetto (Chair, Selectman), Sheila Smith, Glenn Cassidy (Highway Department), Wayne Montgomery, David Auger (and by Zoom) Steve Lieber (Owner, Affinity LED), Dean Hurlbutt (Project Developer, Affinity LED), Kelly Smigielski (Project Development Manager, Affinity LED)

1. Chairman open
2. Agenda Approval of 12-5-2025 Minutes

2. Prepare for 1/20 BoS Meeting
    a. LED streetlights, Affinity LED via Zoom
    b. Highway truck replacement 80% grant
    c. Energy CFR

3. Other?
4. Next meeting date
5. Chairman close

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1. Approval of Minutes

. The minutes from December 5, 2025, meeting, motion by Wayne and second Sheila and were approved unanimously.

2. Project Reports

A. highway equipment

. An update was provided regarding the highway equipment eligible for potential grants

. The truck used to transport recyclers to Berlin is a diesel model and is older than 2009.

. The sidewalk plow is a skid steer and also a 2012 model and is in rough shape.

. DPA reported that Michelle Randall agreed to move the project back to the committee as previous efforts to gather information were not accomplished due to other priorities.

. Wayne will connect with Glenn Cassidy to gather recommendations and information on the equipment condition.

B. LED Street lighting (Affinity LED Presentation)

. Steve Lieber, Dean Broberg, and Kelly Smigielski from Affinity LED (based in Dover, NH) presented a turnkey proposal for the town's LED street lighting conversion.

. Affinity LED has installed approximately 72-73% of all streetlights in New Hampshire, including over 100 communities.

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. Financing: The project can be financed through a municipal lease purchase, which allows the conversion to proceed at zero cost to taxpayers and without impacting the Capital Improvement Plan (CIP) budget .The lease purchase is not considered a debt due to a non-appropriations clause, meaning the town annually appropriates the electric bill savings to pay for the lease .The town's energy consumption is projected to decrease by 68% with the new LEDs .The current annual tariff charges of approximately $36,000 are expected to decrease to $15,300, resulting in a savings of about $20,600, which will cover the lease purchase payments The select board has the full legal authority to approve the lease purchase without requiring approval at an annual meeting .

. Project Scope and Process: Affinity LED will conduct an investment-grade GIS audit of the entire town to document street light locations and reconcile the inventory with Eversource's records (the "ledger") .The audit often finds errors in billing, such as lights being billed for but not existing, which can lead to credits from Eversource .The proposal covers 214 fixtures currently being billed to the town. Affinity LED will develop a lighting plan to ensure appropriate lighting levels (typically 3-4 intensity levels) for different areas, such as rural roads and residential neighborhoods. The estimated project timeline from contract signing to completion is approximately three months, though it could be as fast as six weeks.

. Installation and Maintenance: Affinity LED is authorized and certified by Eversource to install the new LED fixtures on their poles. The town will own the new light fixtures, while Eversource remains responsible for the delivery and transmission charges and the wiring up to the fixture. The

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life expectancy of the new fixtures is estimated to be in excess of 30 years, with a 10-year warranty on the fixture and a two-year warranty on labor. The expected response time for a light outage notification (via email to service@affinityled.com) is between one and four weeks. The town will continue to be charged for power by Eversource for an unlit fixture because streetlights are unmetered and billed based on hours of darkness. Affinity LED recommends keeping a safety stock of spare fixtures at the Highway Department for quick replacement in case of damage or failure. The new fixtures are built in Dover, NH, using U.S. veterans for assembly. The color temperature of the new lights will be 3000 Kelvin (K), providing a warmer light with minimal blue spectrum.

. Disposal and Rebates: Affinity LED will dispose of the existing lights, including hazardous materials (high-pressure sodium bulbs), and provide a certificate of disposal at no extra charge to the town. The estimated Eversource Energy efficiency incentive is \$21,300 (corrected from a typo of \$6,200 in the initial documentation). **This rebate will be paid to the leasing company (if a lease).**

C. Building LED Lights (municipal buildings)

. All school buildings have been converted to LED lights.

. The SAU building status is unknown and requires follow-up.

. Affinity LED offers no-cost, no-obligation audits of municipal buildings to propose an LED conversion plan, including fixture changes where necessary.

. **A motion was made by Wayne and second by David A. and approved unanimously to recommend that the select board move forward**

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with Affinity LED's offer to survey all municipal buildings and provide a proposal for LED conversion.

. The audit should cover all town properties using electricity, as itemized on the town's electric usage report.

3. Energy Capital Reserve Fund

. Al Rossetto will work to get the Energy Capital Reserve Fund on the Select board's agenda for the January 20th meeting.

. The committee will investigate getting the fund listed as a warrant article for the budget hearing in late January or early February.

4. NH DES Energy Audit (Wastewater)

. Follow-up is needed with Reggie regarding the status of the NH DES energy audit for the wastewater facility.

. The committee noted that Reggie is currently dealing with serious medical issues with his wife.

5. Next Meeting

. The committee agreed to hold another meeting to prepare a presentation for the select board meeting on January 20th .

. The next meeting is scheduled for Wednesday, January 14th, at 10:00 AM

A motion to adjourn was made by Sheila and second by Wayne with vote being unanimous @ 11:55.

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