



***Nesmith Library Board of Trustees***  
**Monday, March 25, 2019**  
**Meeting Minutes**

**Present**

***Trustees:*** Tara Picciano (Chair), Michelle Stith (Vice Chair), Mark Branoff (Treasurer), Alberto Chang (Assistant Treasurer), Catherine Robertson Souter (Recording Secretary), Karen Moltenbrey (Corresponding Secretary)

***Director:*** Sylvie Brikiatis

***Assistant Director:*** Diane Mayr

***Guests:*** Members of the Local Energy Committee - Dr.Pat Manzo and Mark Kovacs, chairperson

**Call to Order:** The meeting was called to order at 7:09 p.m.

**Presentations and Reports:**

***Presentation by LEC***

M.Kovacs:

The LE is working with upgrades in buildings throughout town. They are hoping to bring solar power to the buildings on Fellows Rd. including the police and fire departments. This was considered in 2016 for the library, but the town had recently joined an electric purchasing consortium and there was a penalty to leave it early. That contract will end this November. This could be an appropriate time to consider solar installation for these buildings. The Library is a prime candidate because of the new roof.

In this presentation, we are looking at this only through the lens of financial issues, rather than environmental issues which are well documented elsewhere.

Dr. P.Manzo: In 2016, a financial analysis was done at that time for solar compared to using the electric consortium for the library. At that time it consortium was lower in cost which added to the reasons why it did not make sense to move to solar at the time.

Things have changed to where it makes sense financially at this point in time. Photo-voltaic systems are viable now because of government support. There have also been improvements to solar panels even compared to three years ago - they are more efficient and about 50% lower in cost.

The town is preparing to renew the consortium contract in November. The library could join back in at a later point. This will allow us to go ahead but go back to the consortium if we decide to later and nothing is lost.

Incentives: there are two types of incentives - Federal Tax Credit (30% of value of installation). Library is not eligible because we do not pay taxes. State has a .40 per watt incentive and we can take advantage of that. This will take off the total cost estimated at \$156,904. Non municipal can pay less because of federal tax credit. The way to work around losing the tax credit is to use a private company and lease the equipment from them with option to buy further down the line. This is called a purchase power agreement. They take the tax credit and pass the cost savings on to us.

When we purchase it after 60 months, the cost will be about \$80,000 at 61 months.

They propose a fixed annual cost of \$715/month, \$8,580 per year.

The average use in the past few years of library electricity is 116,880 kw. The production from the system would be about 85,800 KW. We would have to purchase the difference from electric company.

TPicciano: Would the additional be at the consortium rate?

PManzo: It would be with regular Eversource rates.

MKovacs: it is not strictly the regular rate - it becomes complicated and could look like more. But the overall rate at the end will be less.

AChang: Can we make it larger to cover the entire cost?

PManzo: We would get credit for energy sold to them but there are other charges on the purchase back of the same KW

MKovacs: W3 looked at doing more panels but it would increase capital cost and produce more electricity. Are we in the business of making electricity.

PManzo : We can buy out the system after 60 months for \$80,000. The cost will decrease monthly until they are gifted to the town after 25 years. Eventually it may make sense to add capability to the system and be independent of the grid as costs come down for these materials.

There are no maintenance or repair costs while under lease. These costs are typically low. Snow typically falls off.

Cost analysis - about \$179k to install. There is a decrease in output about .5% per year.

There is a monthly lease payment of \$715.

TPicciano: who handles maintenance?

PManzo: The company will do it while they own it and after we own it, it would be our responsibility.

AChang: Have there been any studies of health impact of DC/AC converters?

PManzo: in terms of high voltage lines, there are no studies showing any problems. This is low voltage.

PKovacs: These are glass coated and silicone - not aware of any health hazards.

DMayr: What about falling snow onto the walkways?

PManzo - The panels are currently not over the entrances.

M. Branoff: What about weather damage to the panels?

PKovacs: We are not aware of anyone having damage due to weather. Any issues would be covered under the lease.

PManzo: If system is down we would have to buy the electricity off the regular grid.

PKovacs: These are things to work out with the solar company as we finalize agreements. we have not looked at these issues. At this point, we are hoping to get an agreement to move forward to explore this idea further, not making a commitment to purchase/install solar.

MStith: Damage - is there a warning let us know there is damage to the panels if we cannot see them?

PManzo: I believe that an indicator would be on the meter

K.Moltenbrey: Would we need to decide now about purchase versus continuing to lease?

P.Kovacs: We can go into this without an agreement. We don't know if in 5-10 years new technology would be out. We probably cannot go into it with the idea that we could get rid of it before the 25 years is up. This would be installed for 25 years. At that year the system would be gifted to the town. They do not have any obligation to remove it. We could ask that we would want them to remove it and that could increase the cost. Could be too expensive to have open-ended contract where we could ask them to remove it at any time.

CRobertsonSouter - It wouldn't be worth anything in 25 years.

PManzo: well, it would still be able to produce 80k kw so it would have some value.

CRS: I meant that it would not be something they could re-sell.

PManzo: Over 25 years, the electric bill for the library at the current rate (a conservative estimate) would be about \$453,000. Over 25 years, a solar system would see savings of \$3,000 per year, (conservative assessment). Our cost over 25 years is \$377,000.

TPicciano: Where are these prices coming from?

PManzo: We have talked with one company so far - you would have to put out an RFP and compare the types of panels and converters, prices, contracts, etc.

TPicciano: who hires the company?

PManzo: if we approve this, we would put out an RFP for a bid and the library trustees would make the decision.

MKovacs: we can assist you in looking at more companies than who we have looked at so far.

PManzo: we would ask them to put together a proposal and buyout and what panels/equipment.

TPicciano: The roofing company says that if anything was added to the roof they would not warrantee their roof in those areas. So any leaks would not be covered by them in that area.

PManzo: We would have to figure a roof is good for 25 years also. So we wouldn't want to put something up on an older roof anyway. They must have had to deal with this.

MKovacs: but if we bought the system, library would become responsible.

SBrikiatis: I spoke with Durham Public Library director, who has a system. She couldn't speak to cost portion but they were in process of fixing a panel damaged over the winter. They were also replacing roofing materials.

TPicciano: Do you know of any other buildings who are doing this?

SBrikiatis: Durham has many buildings with this

MKovacs: Tom Murray has solar panels on his roof on Ledge Road =we can talk with him about it. Peter Tousignant has panels also.

PManzo: he has been positive about it.

MKovacs: We have not investigated long-standing systems. We can ask a vendor for references.

MBranch: By the way, anything on exterior of this building actually comes out of the town budget.

KMoltenbrey: So, would the town need to decide about doing this?

MBranch - it would be a consensus.

Also - what would need to be inside building to do this?

PManzo: Would need cables inside the building and inverters inside.

MKovacs: Would need a transfer switch and new wiring. Would have to get into the panels to do this.

MBranch: this library has two major electrical junctions and at one time we could not have an electrical generator because it was cost prohibitive to join the two areas.

MKovacs: We would have to have someone look at that when doing the RFP.

PManzo; The next steps - would need to brief the BoS. Prepare an RFP and ask them to address the issues we have raised so far. Obtain/evaluate quotes. Select supplier. Establish contract. (or decide not to do this).

SBrikiatis: we have a buffer in this years's budget of \$3,000 in case the system is not in place once the consortium contract is done.

KMoltenbrey: How long does this typically take to install?

PManzo: 60 - 90 days after we select a contractor.

CRSouter: Should we get some advice before going through all these steps to make sure we can even do this with the split system?

MKovacs: We could get someone to come in and give us some advice

PManzo: We would recommend that we go forward on this and hold out from consortium since we can be added back at any time. The Windham Local Energy Committee will assist in the process.

**Motion** from the board to move forward with the caveat that we find out if it is feasible to do with two panels as separated made by A. Chang.

- MStith second.

### **Discussion**

M. Branoff - will we have space for the equipment without having to displace anything? Where would they go?

KMoltenbrey - this could be discussed with the RFP process.

- **Vote:** 6-0 all in favor

**Motion** to extend meeting past 8:15 until we are finished with agenda made by KMoltenbrey.

- AChang second.
- **Vote:** 6-0 in favor

### ***Approve minutes of February Meeting as amended:***

**Motion** to approve made by MStith.

- AChang second.
- **Vote:** - 6-0 in favor

***New gifts:*** None

**Correspondence** -Thank you was sent out to Derry Medical Center Charitable Foundation for their \$1,000 donation.

**Committee Reports:**

**Personnel:** M. Stith reported: Thank you to all who helped in the process of selecting a new director for the library including committee members Tara Picciano, Neelima Gogumalla, Peter Griffin, Katelyn Kuttab and Diane Mayr. It was a long process and their assistance was much appreciated.

**Action item:** K. Moltenbrey will send thank you notes to each.

**Events Committee:** KMoltenbrey spoke with Cheryl Haas about the potential for working together for a concert. Maybe August 6. Best timing is 5:45-7:15. It works even though it seems like an odd time. She does have one in Griffin Park on 7/16 but is up for doing another here at library on another day.

- C.Robertson Souter: Is that her own deal, she would run it?
- SBrikiatis. This is the same day as the star watching event at 730.
- Food- people often bring picnics - but food could not be allowed during the skywatch. No food allowed near telescopes. We would have to monitor and provide trash pickup.
- AChang: what about a rain date? KMoltenbrey can ask about that.
- CRobertson Souter: I thought we did not want to do the same date as the sky watch since it will be a long night for everyone and it would make sense to spread out events.
- Looking for another date. Possibly Monday, August 5 or August 12.

**Action item:** K. Moltenbrey will check on these two dates.

**\*\*8:38 pm.:DMayr - left meeting. \*\***

**FLOW:**

S. Brikiatis: Winter Carnival we could bring in extra people for staff for that day. Do we need extra staff?

- MStith: We still need volunteers for Winter Carnival. Saturday April 13.
- Strawberry Festival planning is going well. Trustees are signed up for scooping and ice cream.
- **Action item:** K. Moltenbrey will put it out to the Fire Department to help out if possible. But they may not have anyone available.
- **Action item:** S. Brikiatis will send an email to Police Department
- Lisa Thornton and Elyse (her daughter) have offered to come in and help run the table that day.

- Jennifer Simmons and M.Stith are running the Strawberry Festival part of the Nutfield 300th anniversary celebration. An interview with them will run in the *Derry News* and *Windham Magazine*.

**Staff Report** - none. It was suggested that we hold off until we get a 7th member appointed.

***Directors Report:***

- The rhododendron and Japanese Maple will be trimmed.
- Hoopla has been very successful - 200 served so far. Not one person has called to ask how to do it. Can be streamed or downloaded. No one has hit the cap so far. Audio books are the number one usage now.
- Spoke with PR about duplicating personnel files and she will go through each with me to figure out what she needs so that not too much is duplicated.
  - MBranoff - how long do we keep files of former employees?
  - SB - not sure but we will keep those here.
- Need to schedule a personnel committee meeting within next two weeks to look at staff needs and re-structuring.

**Treasurer's Report:** So far spent 12.83% of the appropriation and 16.7% of year has passed. We are in compliance with RSA 32:7

- Pay increases voted by town are not included in this budget and will show up in next month's budget.

**New Business**

***Election of new board positions.*** We are missing one board member. Proposal that the new person would come in as secretary or as open member.

- C.Robertson-Souter: I would not recommend we ask a new person to be recording secretary as it is a lot to ask someone to step into that role.

Who wants to do these positions?

M. Branoff - would like to stay as treasurer.

C. Robertson-Souter - stay as recording secretary

M. Stith - open to what is asked

A. Chang - willing to stay in this position as assistant treasurer

T. Picciano - Correspondence Secretary

K. Moltenbrey- will take other openings

C.Robertson-Souter - casts one ballot for the slate as presented:

M. Stith as Chair

K. Moltenbrey as Vice Chair  
M. Branoff as Treasurer  
A.Chang as Assistant Treasurer  
C. Robertson-Souter as Recording Secretary  
T. Picciano as Correspondence Secretary

- The member-at-large position will be retained for the open board position.
- A. Chang - Katelyn Kuttab is interested in the open position

***Committee Members:***

Personnel: M. Stith, T. Picciano, K. Moltenbrey  
Finance: M. Stith, M. Branoff, A. Chang  
Events: T. Picciano, C. Robertson-Souter, K. Moltenbrey  
ByLaws: M. Branoff, M. Stith, (new member?)  
Publicity: C. Robertson-Souter, K. Moltenbrey, (new member?)

- Personnel: Setting a meeting for Friday, March 29, at 1 p.m.
- CRobertson-Souter: Would like to see a staff person who can handle publicity/PR to give more consistency to materials we produce etc.
- S. Brikiatis: That will be part of my presentation to the personnel committee.

***Monthly meeting dates:*** We are currently on third Tuesday of the month. Should we change it back to the second Tuesday?

Calendar for 2019-20

April 9, 2019  
May 14, 2019  
June 11, 2019  
August 13, 2019  
September 10, 2019  
October 8, 2019  
November 12, 2019  
December 10, 2019  
January 14, 2020  
February 11, 2020  
March 17, 2020

**Motion** made to accept calendar as written by AChang.

- MStith -Second.
- **Vote:** 6-0 in favor



***New board member:*** this needs to be brought up by Board of Selectmen at their meeting to get the process started.

**Action item:** T. Picciano will talk to David Sullivan about getting it on the BoS agenda.

***Office for Director:*** Discussion about using the front room for director's office.

- M. Branoff: There was an issue with using that room in the past because it had been funded to be used as a meeting room.
- Topic will be discussed in personnel meeting.

**Old Business:**

***Room Name Plate*** - It arrived and will be posted on the door.

- Put the larger plaque on for next meeting agenda. Maybe have Carl come in to do a photo opp. And send it to newspapers.

**Announcements:**

- NHLTA Conference - May 29, Wednesday in Manchester
  - Fill out form and give it to Cindy Bushell. Form is due to her mid April.
  - SB: Recommends the advocacy seminar

**Action item:** turn form in to Cindy by mid April.

***Next meeting date:*** April 9

***Presentation:*** Congratulations to Sylvie Brikiatis on her new position as Director.

**Meeting adjourned at 9:31 p.m.**

Respectfully submitted,  
Catherine Robertson Souter

Minutes approved as of 3/27/19