

Starksboro Energy Committee

Monday March 2, 2026

12:00 noon – 1:00 pm

Virtual Teams Meeting

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[+1 802-377-3679](tel:+18023773679) United States, Middlebury (Toll)

Conference ID: 222 356 293#

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1. Welcome
  - a. SEC Members:
    - i. Rich Warren
    - ii. Adam Aguirre
    - iii. Jeff Dunham
    - iv. Richard Faesy
  - b. Guests:
    - i. Amanda Vincent
    - ii. Luke McCarthy
2. Public Comments
3. Approve Minutes from 2/10/26 meeting
  - a. Adam moved, Richard seconded, approved
4. MERP Grant updates
  - a. Food Shelf
    - i. Weatherization completion update
      1. Results (60% air leakage reduction!)
      2. Bath fan timer (set to ASHRAE standards)
        - a. 30 minutes/hour
      3. Patch/paint
        - a. NE wall in Pete's space has some holes from old heat pump
        - b. Richard to reach out to Howard Heustis to see if he is available
        - c. Paint attic scuttle hatch, new door trim
      4. Replace S gable exterior bath fan vent hood
        - a. RF to ask Howard if he can also do this
    - ii. Emily Ekert, MERP grant sheet
      1. \$164k for both projects
        - a. Mini grant of \$4,000
      2. \$26,898 for Food Shelf
      3. From original 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 (BOS 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.

11.3 For each line item above, please briefly describe the scope of work of the renovations/upgrades that will be done to this building:

ADA  
 > Recommended 20% of estimated project costs (\$26,000)  
 Soft Costs  
 > Recommended 20% of total project costs. (\$31,200)  
 > Appliance replacement with Energy Star rated units (\$7000)  
 Recommended 20% contingency added to each budget line item.

Word limit - 50/300

a.

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.

b.

b. Amanda's tracking spreadsheet:

A	B	C	D	E	F	G	H	I	J
Awarded Amount	\$ 26,898.00	Paid by Town?	Work Complete	MERP Reimbursement Submit	MERP Reimbursement Receive	EVT Reimbursement Submit	EVT Reimbursement Receive	Reported?	Notes
1 Freezer	\$ (4,729.00)	Y	Y	Y	Y	Y	Y	FY26 Q1	
2 Fridge	\$ (3,609.00)	Y	Y	Y	Y	Y	Y	FY26 Q1	
3 Fridge & Freezer Rebate	\$ 800.00	N/A	N/A	N/A	N/A	N/A	N/A		04-5-02-01.00
4 Heat Pumps	\$ (9,356.00)	Y	Y	Y	Y	N/A	N/A	FY26 Q1	
5 McCormick Electric	\$ (1,482.88)	Y	Y	Y	Y	N/A	N/A	FY26 Q2	
6 ADA Threshold			Y						
7 Building Energy	\$ (11,590.00)		Y						
8									
9									
10									
11									
12									
13 Remaining	\$ (3,062.88)								
14									
15									
16									
17									
18 Building Energy									
19 Fan	\$ 1,775								
20 Attic	\$ 9,815								
21 Subtotal	\$ 11,590								
22 EVT Rebate	\$ (5,000)								
23 Total	\$ 6,590								
24									
25 Remaining	\$ (9,653)								
26									
27									
28									
29									
30									
31									
32									

C.

a. Need Howard Heustis' bill

- i. Richard called 3/2; \$1584 for past work. RF requested he patch and paint NE interior wall, door and scuttle trim, and replace fan exterior vent hood, so will be an additional invoice.

2. Remaining projects

a. Thermostats \$450 each

- i. Contact Jackman's if there is remaining budget after talking to Efficiency Vermont

b. Water heater 220 volt switch

- i. RF asked for price from Don McCormick 3/15

c. Vent fan hood

- i. Terminal needs to be replaced
- ii. RF asked Howard to replace with metal white version that works

d. Patching and painting inside

- i. RF asked Howard

e. Sign on barrier

- i. No costs from Rich to install
- ii. He'll do after the snow melts

ii. Review audit and budget for Efficiency Vermont rebate eligible measures

1. EVT Rebates

- a. EVT will only rebate what MERP doesn't cover
- b. We need to complete the full scope of work to use both MERP and EVT budgets

2. RF work with Amanda to complete and submit

3. Figure out funds, share with EVT before submitting

4. Shift any remaining funds to J. Schoolhouse

d. Jerusalem Schoolhouse

i. Silver Maple HVAC estimates review

- 1. Message from Dennis Senesac at SMC: The heat loss ended up at 44000 , so boiler budget is \$30369.74 and the air to water would be approximately \$554509.00 . Sorry so late . We need to talk again about



- c. Some payments may not be categorized correctly
  - d. Town records may not be complete
  - e. Amanda will email Norm Cota for Fire Station
  - f. RF call Champlain Valley Fuels
    - i. Amanda will forward Cohen's list
    - ii. Call on behalf of the Town
  - g. J Schoolhouse
    - i. Propane and LP in Fire Department
6. Town Energy Plan
- a. Review maps from the ACRPC (once Jolyon provides)
7. Next meeting – 4/6/26