

## **Quarterly Report**

### **Greenhouse Gas Emissions Reduction Fund**

March 1, 2010

1. Program Title: **Weatherizing and Insulating Two Walpole Town Buildings**
2. Program Type: **Weatherization of New Hampshire commercial building stock**
3. **Summary of Work Completed** from 21Oct09 through 31Jan10:

#### **Task 1. Initial Project Planning**

Percentage complete: 80%

Note that the working Budget (Actual vs Estimated) lists this task as 10% complete, because the only invoice to have been received thus far is from the energy auditor. However, the various consultants involved have spent a considerable number of hours planning the project. Invoices will be submitted soon to cover that work.

##### Tasks Completed:

- 4Nov09 kickoff meeting with energy auditor, mechanical engineer, and building performance specialists to review and confirm project plan.
- Subsequent follow-up correspondence and meetings with various team members, and more detailed analysis of the various tasks

##### Notes:

We would like to request a slight re-allocation of funds in this category. The energy auditor, Margaret Dillon, felt after the kickoff meeting that the project was in good hands, and that some of the funds allocated for her planning time should be used for a deeper analysis of the HVAC issues. We propose to use the balance of the planning funds allocated for Margaret Dillon, as well as about 25% of the funds allocated to planning time for the retrofit specialists, to pay the mechanical engineer, Henry Spindler, who has been working on the project. The total amount of money allocated to this Task #1 would remain unchanged.

#### **Task 2: Retrofit the Walpole Town Hall**

Percentage complete: 11%

##### Tasks Completed:

- Retrofitting the historic windows on the second floor of the town hall. Work included reglazing the windows as needed, reshaping the lower

sash to better fit the bowed sills, installing new tape balances, dense-packing the weight pockets with cellulose, and installing new interlocking weatherstripping.

**Notes:**

The work that was completed on the windows represented the “low hanging fruit” with regard to the windows in this building, because the poor fit of the windows on the second floor resulted in large heat losses. Most of the other windows either have aluminum storm windows installed, or they are newer, thermopane windows. After extensive discussions with the various consultants, we have concluded that some of the funds originally requested for additional work on the Town Hall windows would deliver a better return if invested in additional insulation and air-sealing. We are planning to request that some of the window retrofit funds be reallocated to insulation and air-sealing. A more formal proposal for this reallocation will be forthcoming.

**Task 3: Retrofit the North Walpole Municipal Building**

As of the end of January, no work other than planning meetings and follow-up had been completed on this building.

**Task 4: Site visits to Monitor Progress**

While the windows in the Town Hall were being retrofitted, the project manager made periodic visits to facilitate and monitor progress.

**Task 5: Build Community Awareness**

An article about the grant award appeared in the 1Aug09 edition of The Keene Sentinel, and included quotes from several members of the TriVillage Energy Committee. The committee continues to take an active interest in the work on these buildings as it unfolds.

**4. Work to be Completed 1Feb10 – 30Apr10**

**Task 1. Initial Project Planning**

The project planning phase will conclude in the coming weeks.

**Task 2: Retrofit the Walpole Town Hall**

We anticipate that insulation and air sealing will begin at the Town Hall sometime in April.

### **Task 3: Retrofit the North Walpole Municipal Building**

The new insulated overhead door was installed in February. We are planning to have rigid insulation installed on the exterior of the building in April.

### **Task 4: Site visits to Monitor Progress**

Site visits by the project manager will be ongoing as work progresses.

### **Task 5: Build Community Awareness**

During the March and April, the TriVillage Energy Committee will be planning a presentation to be given in May to the community, about the work that is being done on these two town buildings.

## **5. Jobs Created**

A considerable amount of work is being funded by this grant, but we do not have information about specific jobs that have been created by the funding.

## **6. Obstacles Encountered and Milestones Not Reached**

One challenge encountered has been to firm up the precise scope of work. We are striving to create the greatest impact with the funds available. We have had extensive discussions with the expert consultants on the team to refine the priorities of work. These discussions have led to some shifts in thinking about how best to achieve the end results.

Another challenge has been to schedule the work. It was difficult to “lock in” several of the contractors until their scope of work had been well-defined. Winter is also the busy season for building performance contractors. We have come to the dismaying realization that we will not be implementing much of this work in time to see significant energy savings during the current heating season. On the other hand, as we have decreased our emphasis on the project schedule, we have had more time to invest in planning the project and preparing for the work.

## **7. Beyond the Contract**

The generous grant award has energized the TriVillage Energy Committee to set its sights even higher. Inspired by the momentum that is growing within the committee and in the town, the TriVillage Energy Committee recently submitted a grant application for EECBG funds to pay for comprehensive energy audits of the three schools in town. Once the retrofits of the Town Hall and the North Walpole Municipal Building have been

completed, the three schools in town will be the logical candidates to receive energy efficiency upgrades.

**8. Brochures, Announcements, etc.**

The TriVillage Energy Committee has not yet created announcements or brochures relating to the retrofit work.

**9. Budget vs. Actual Expenditures**

See the attached Budget dated 1Mar10, "Actual vs Estimated."