

**Windham Local Energy Committee**

**Meeting Minutes**

**October 25<sup>th</sup> 2010**

**Bartley Building Meeting Room**

**Call to order: 6:30 PM**

**Members Present:** Joshua Hebert, Jim Herbert, Doug Wolf, Rick Okerman, Dianna Fallon, Neelima Gogumalla, Allan Barlow, Tom Barstow-excused

**Attendees:** None

**Agenda Items for discussion:**

Neelima Gogumalla will sit for Tom Barstow

**Energy Audits**

The bids were opened earlier today by Dana Call and Wendy Devlin. Staff developed a spreadsheet that listed vendor and bid price. The LEC used meeting time to develop a format for reviewing the bids using Section K from the OEP grant application and Town Bid Section V, Proposal Content.

The committee started review of bids by determining which proposals were over the budgeted number and then went on to determine if the proposals met the criteria outlined in Section K and Section V.

Five bids moved on to additional review. Ms. Gogumalla will send by e-mail all grant information submitted on disc. Proposals on hard copy only will be copied and the committee can come to the office to pick the packet up. Neelima will let the committee know when the packets are ready.

The LED Proposals will be reviewed at the next meeting. Only one bid is on or below the grant funded dollar amount.

**Old Business/New Business – None**

**Next Meeting: November 8, 2010 6:30 to continue review of grant application bids**

**Adjourn 9:30 PM**

Motion to adjourn Rick Okerman, Neelima Gogumalla provided a second. Unanimously approved

*Note: These minutes are in draft form and have not been submitted to the Committee for approval.*

*Submitted for committee review by DKF*