

Minutes

Clean Energy Task Force

Special Meeting, Wednesday September 23, 2015

Town Hall Conference Room A, 7:30 p.m.

Present: Cathy Alfandre, Heidi Armster, Carroll Brooke, Katie Callahan, Regina McNamara

Cathy convened the meeting at 7:35

Minutes (August)

Minutes were briefly reviewed. Carroll motioned to approve; Katie seconded. All approved.

Update: Status of solar project

- Carroll updated the status of construction (ground has been leveled, pipes placed, trench to be filled soon, UI was recently onsite for work)
- Cathy read an update email from John Dunster: piles and racking to begin the last week of September; modules expected to be finished by October 2; goal is to have all inspections done by the 3rd week of October
- Cathy then read another email from John Dunster about Green Bank and a potential delay to the start-date of activation; though this is unlikely, he had to inform the group of the possibility
- Carroll explained we are approved for activation as of October 1st, though that is already delayed within the current timeline. Carroll also spoke with the PR reps for Green Bank about the ribbon cutting ceremony; they anticipate working with a date in late October (shooting for the 22nd or 23rd); updates as needed asap if there are any more delays

Attendees for solar ribbon cutting

- Carroll passed out a list of names to invite to the ribbon cutting ceremony. This included town and state level guests as well as involved parties from UI, the system installer, the Task Force, members of the school administration, Board of Ed, Board of Finance.
- The group discussed the list, making suggestions and additions; Carroll will send the revised list to the marketing person at Green Bank.

- Discussed inviting The Post, Courier and Channel 12, among others. Possibly the PR firm will have taken care of this; Carroll will check with Gladys Rivera from Green Bank (a conference call is scheduled the week following this meeting)
- Carroll will also discuss the agenda for the ceremony
- Katie suggested we pass out bumper stickers (or perhaps magnets); she will look into this

Update: HKMS audit and next steps

- Carroll updated the group: He received an email from the lead engineer who wants to know next steps and the status of their audit work
- Carol Labore had spoken with Cathy about details of the audit, what the firm had done and what we might still want from them (Carol's feeling was that we should follow-up with them once more for a few extra items for the level of work expected)
- We also need to get a list of incentives from Carol before we can move forward (to help decide which of the suggested items in the audit would have both the greatest benefit and the best incentives)
- Will need to set up a meeting with Carol Labore, Adam, Peggy, Ed Nagy, the custodial person from Keller to have the firm present their findings and discuss next steps
- The Task Force discussed the report finding that a major benefit was the clarity of the 4 items with the greatest impact on savings and most tangible return on investment. They are: building management systems, interior storm windows, additional facility lighting and lighting controls upgrades and installation of energy efficient lights (these are general upgrades, the report includes specifics to address each of these 4 areas)

Green Spotlight: September/October

- Heidi – September: How Barlow addresses both budget and energy usage with efficiency and green improvements
- Regina – October – residential recycling
- November – Heidi, How green are local Christmas trees?

Portfolio Manager

- Cathy now has the password for access to the data manager
- Janet has completed input of all of the electricity and most of the gas and oil. So most of the work has been done and will soon be ready for us to use
- Training will be for the Task Force, and possibly Peggy Sullivan or Grace Stanczyk, to prepare reports on energy usage
- As yet, no date has been set for the training.

Solicitation of residential solar

- Adam forwarded an email to Cathy that he had received from Ross Solar; they were interested in making a possible promotional deal for the town and looking to use the TF to help promote this
- The Task Force discussed and decided it was too vague of an offer

Heidi motioned to add to the agenda a discussion of the Clean Energy Communities invitation to an upcoming awards ceremony in Wallingford; Katie seconded. Item added to the agenda.

Invitation to an awards ceremony for the Clean Energy Communities:

Cathy read aloud an email to Adam inviting him to an awards ceremony for the Town of Easton (Adam will attend to accept the award in person). She asked if anyone in the group could attend as well; Cathy might be able to go; tbd.

Regina motioned we add to the agenda an update on the charging station; Carroll seconded. Item added to the agenda.

Update on EVCS:

Katie updated the group: She explained the installation costs and reimbursements procedure. All steps had been followed but there remains some paperwork and details to be resolved and finalized. Katie will report back to the group with a final update at our next meeting.

Motioned to adjourn, Heidi; second, Regina.

Cathy adjourned the meeting at 9:33.

Respectfully submitted,
Heidi Armster, Secretary
Easton CEFT
October 1, 2015