

Minutes

Clean Energy Task Force

Special Meeting, Thursday, December 18, 2014

Easton Library, Community Room, 6 p.m.

Present: Cathy Alfandre, Heidi Armster, Carroll Brooke, Katie Callahan
Guest: Carol Labore from UI

Cathy convened the meeting at 6:20

(Minutes held off until after business with Carol Labore was over)

HKMS audit discussion and next steps:

Discussed with Carol Labore. Cathy explained that the first selectman has asked the TF to re-visit the audit project for HKMS. Carol reported that a level 3 study would be the best and most complete option; in addition, it would offer the best financing options. She went over the differences between the 3 levels for the group. Carroll added that Carol's predecessor at UI (Fred Schiavi) had been recommending a building envelope study that would establish a baseline for future reference on efficiency projects.

Cost/square foot was discussed; financially, the difference between level 2 and level 3 could potentially be a jump from roughly \$15,000 to as high as \$25,000, though exact costs will depend on the auditor used. The TF will need to look into these costs for further discussion.

Carol suggested that another option is to "mix and match" the levels within the scope of a single audit; the TF would hire an auditor to conduct a level 2 study, but pay extra to include problem areas with more detailed level 3 analysis. This would save on the cost of the study, but allow greater detail where the issues are.

It was asked how much of the costs are covered by UI; Carol answered that UI will contribute *up to 50% of a maximum total cost of \$5000* as incentive to help pay for an audit; thus, a total contribution of up to \$2500.

Cathy suggested that the town is more likely to want to do an RFQ process where interested vendors would be vetted and then pursue an

audit that would cost the town only in the case that that vendor did not wind up being hired for the job (as in the model recently done for the SSES BMS).

In discussing what a level 3 audit involves, Katie suggested we reach out to a firm for information on specifics, and maybe ask for a generic outline and/or sample contract if possible. This would give the TF a better idea for reporting to the selectmen.

Cathy suggested we contact one of the firms on the list that Carol Labore gave us – engineering firms that UI has dealt with in the past. That would at least be a start.

Other UI follow-ups:

Carol reported that there is a new program for gas and electric customers to save money; Cathy suggested the TF could put the word out in the paper.

Carol also reported that she had met with Ed Nagy; she has the signed paperwork from him that will allow the town to receive the \$10,000 in rebates for the finished project. The boilers have been in and running well, but the paperwork has only recently been processed allowing the rebate to go through. This is good news for both town and Task Force.

Discussion then turned to energy matters at SSES. Carol, Carroll and a representative from Honeywell met recently to discuss the system there.

Carol reported that the Honeywell system has many complicated components to it, including data on energy usage in various parts, as well as over time. All this is tracked at SSES through the use of sub-metering. There have been recent spikes in energy usage that they have been trying to understand. So far it is not clear what is causing those spikes, but the information is there and needs to be looked at to aid in reducing overall energy usage and costs.

The TF discussed the fact that from SSES electric bills, there appear to be periodic increases in both demand and cost even since the BMS has been installed. This is something to follow up on in the New Year.

Carol Labore, Carroll Brooke and the Honeywell rep will be meeting again in early January to look at this issue of spiking energy demands. Overall demand (over the entire year) is down, so the system is saving money, but it looks as though more can be saved.

Two things to look at:

1. Timing of when air conditioning was installed in the classrooms
2. The possibility of an equipment malfunction or some other issue with equipment

Carol reported to the TF on a recent LED lighting request to UI, from Peggy Sullivan, for a "couple hundred" light fixtures. The request came through UI's small business department and a contractor has been assigned to the request. The request was to switch from fluorescent to LED lights at SSES.

Cathy suggested we talk to Peggy Sullivan to see if we can combine this lighting request with another project so that we can increase any possible incentives by increasing the size of the project.

SSES solar update and next steps:

Carroll updated the group on the latest news on RECs. We did not get the RECs as hoped due to the pricing strategy and outcome of the auction.

Carroll reported the next step was to have the financials reviewed by the Selectmen, both in terms of the PPA and the rates we would choose (flexible or fixed).

Carroll reported that Bella will continue to work on designing the system as a full one, as previously planned, but will at some point in the near future start to work on the design specifics of the smaller system that will be the actual installation (with the amount of RECs we have from the first auction).

Carroll added that the town would have some tax benefits through CEFIA's investment in the property for the solar installation; the property would be taxed and assessed for a Solar Installation. It remains to be seen how much that is worth.

Portfolio manager next steps:

Cathy contacted Amy Thompson at UNH to find out timing and dates on the training. This was a week ago and as yet she has not heard back. Other than that, there is nothing to report on portfolio manager.

She will reach out to Peggy to find out about times to meet.

Heidi motioned to add the meeting schedule for 2015 to the agenda; Katie seconded. Item added.

Meeting schedule for 2015:

Due to scheduling conflicts, we will move the time back to 7:30. Otherwise the meeting schedule will remain the third Wednesday of the month.

Heidi motioned to approve the new schedule at 7:30 on the third Wednesday of each month; Carroll seconded. All approved.

Minutes:

Returned to the first item on the agenda. The minutes were looked at briefly. Carroll motioned we approve them; Heidi seconded. Motion passed.

Carroll motioned to add to the agenda a discussion on the possibility of having a CETF budget under the Selectmen's account; Katie seconded. Motioned passed, item added.

CETF budget:

Carroll opened the discussion on an idea that the TF should have an amount of money set aside for use at the TF's discretion on smaller projects. He suggested a possible amount of \$25,000. Discussion followed as to how much the TF would request in a budget and what types of projects the money would be earmarked for.

The group discussed some details of this kind of request: that it would fall under the Selectmen's budget; it would be enough to cover specific small-scale projects; the request for a budget could include a list of items/projects (i.e. professional energy audits and studies).

Katie and Cathy added, and the group was in agreement, that the CETF carries a responsibility for energy savings that justify a budget request. The group decided to revisit question for further discussion at our next meeting in January.

Katie motioned we adjourn. Carroll seconded.

Cathy adjourned the meeting at 8:20.

Respectfully submitted,

Heidi Armster
CETF, Secretary
December 30, 2014