

Energy Commission Meeting Minutes

Date: Dec 8, 2010

Present: Jenny Isler, Jack Murphy, Charlie Case

Guests: Betsy O'Donoghue, Monique Lillis (potential Marshwood Student participant) who joined us at 8:30 PM.

Meeting Called to Order at: 6:55 PM. No votes could be taken at the meeting because a quorum of four members were not present

Approval of minutes from November meeting postponed until January meeting

ITEM	NOTES	ACTION
Minutes of 12/8		approved
<p>Discussion of Climate Action Plan (CAP) brainstorm results:</p> <p>1. To Do List – items from the November brainstorming session that need further development</p> <p>2. Next Steps</p>	<p>Members were asked to prepare cluster ideas for brainstorm items from the November meeting.</p> <p>Reviewed cluster inputs from Jenny, Mike and Betsy. Inputs from others were not available. Jenny hopes to set some boundaries and consensus on the Goals and Targets section of the CAP.</p> <p>Betsy noted that there is lots of overlap between our brainstorm ideas and other Town initiatives.</p> <p>Further discussion was tabled until the January meeting.</p>	<p>Charlie, Ed, Ben and Jack to complete clustering assignment</p>
<p>Report on ARRA Grant status – both the 10K and 500K grants</p>	<p><u>10K Grant</u>- Jenny reported that the EEC was notified by Efficiency Maine that our grant tasks need to be completed by 12/31/10. Jenny contacted Michael Barden of Efficiency Maine who approved an extension until 6/30/11 with a possible extension beyond that if necessary.</p> <p>Chief Short issued a purchase order to the AAA Company for the engineering examination of energy usage at the Police Station. The \$2,800 award will be funded from the 10K grant. We are waiting for AAA to provide a schedule.</p> <p>Library energy audit- Jenny and Charlie will set up a meeting with Peter Dennett (one of the Library Trustees) to make the offer that we could pay for the energy audit from the 10K grant funds.</p> <p><u>500K KEYS Grant</u>- Jenny said she has no further information on the status of the 500K KEYS revolving loan fund. There have been several issues preventing timely startup of the program including</p>	<p>Jenny call Peter Dennett to set up meeting on a possible energy audit for the Library</p>

	<p>Kittery's liability as the lead Town, and finding a financial institution to administer the program.</p>	
<p>Report on new York County Municipal Grant Program</p>	<p>Jenny learned from Gary Sinden (a York County Commissioner) that York County has received a \$230K ARRA Grant through Efficiency Maine for energy improvement projects on municipal buildings. All 29 Towns in York County may apply for this matching fund program which has a limit of \$10K per project with a 50% match from the Towns. York County is prepared to help Towns with matching funds by offering a 3 year 1% loan program. Gary explained that program details are still being worked out.</p> <p>It was suggested that the Police Station and the Town Hall could be ideal candidates for the program and that a more complete Town Hall energy audit may be necessary in order to qualify for the program.</p>	
<p>Report on Carbon Challenge and Intern</p>	<p>We have only nine Eliot participants counted in the Carbon Challenge. Jenny commented that the "my energy planner" on line sign in process is not intuitive. A user is not instructed to set up an account before using the system – which is the only way Eliot participants can be counted. A new Eliot user can readily select "Eliot" from the menu and use the system without creating an account. We put the opportunity out there for the Carbon Challenge and are not following up with potential participants. All EEC members should participate.</p> <p>Our \$500 DEP grant will cover a college student intern and has been extended for a year. This should cover 50 hours of service and additional money may be available from DEP. Ben and Mike Gildersleeve tried to find a college student intern from UNH but have so far been unsuccessful. Jenny posted the intern position at Great Bay Community College and also posted it on the UNH job line. She got two hits from UNH and both candidates sent her resumes. Based on these, Jenny suggested she invite one candidate to the January meeting and all present agreed as a consensus.</p>	<p>Jenny invite college intern to January meeting</p>
<p>PACE (Property Assessed Clean Energy Program)</p>	<p>This topic was postponed to the January meeting with Ed reporting</p>	

Marshwood Intern	Monique Lillis is a potential Marshwood student participant and joined the meeting at 8:30 PM. She is a Sophomore and is active in activities including music and the recycling club. We briefly discussed the areas we would like her to help us. She indicated that she could find the time to do so pending a better understanding of the scope of what we are looking for; and will meet with Charlie before the next meeting to look at the commitment in more detail.	Charlie and Monique meet to review scope of what the EEC would like

Meeting adjourned at 9:00 PM