

Energy Commission Meeting Minutes

Date: Jan 28, 2011

Present: Jenny Isler, ED Henningsen, Charlie Case and Vaughn Smith (new member)

Note: The January meeting was rescheduled twice (from Jan 12 and Jan 18)

Meeting Called to Order at: 6:50 PM.

Minutes from November and December meetings were approved.

Welcomed new member Vaughn Smith (our total membership is now 7). Vaughn brings many years of experience as an electrical contractor. He also worked at the Navy Yard and retired two years ago. He is a long time Eliot resident and member of other Town Boards, currently the Business Development Committee. He is interested in serving on the EEC because he wants to help the Town conserve energy and save money. Charlie agreed to send him EEC background information. Vaughn lives at 231 Bolt Hill Rd. His contact information is: phone: 439-2041, email: sammy6467@comcast.net.

ITEM	NOTES	ACTION
<p>D. Carbon Challenge</p> <p>1. Discussion with potential Carbon Challenge Intern from UNH, Brittany Sinclair</p> <p>2. Planning for second heat of Carbon Challenge</p> <p>3. Maine EPA Internship requirement</p>	<p>- Discussion on the Carbon Challenge was postponed to the Feb meeting since Brittany Sinclair was unable to attend the rescheduled meeting.</p> <p>- Jenny noted that the EEC needs to structure what we need our two interns to do. She explained that both interns will need to work together. Her thought was that our UNH Intern would concentrate on the Carbon Challenge, and our Marshwood HS Intern (Monique Lillis) would concentrate on our FY10 inventory.</p>	
<p>E. Report on CHG Intern, Monique Lillis</p>	<p>Discussion on the FY10 CHG Inventory was postponed to the Feb meeting since Monique Lillis was unable to attend the rescheduled meeting.</p>	
<p>F. Discussion of RFP for Professional Energy Audits at Town Hall and Fire Station</p>	<p>Jenny commented that this RFP will need to specifically include a blower door test and an infrared scan, as well as suggested energy reduction steps. The RFP for the Police Station may not have been specific enough (see discussion under item H).</p> <p>Audits for the Town Hall and Fire Station will be required so that any energy upgrade projects can be eligible for funding from the York County ARRA Grant funding pool of \$230K. 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</p>	<p>Ed draft an RFP for the Town Hall and Police Station; and obtain a list of contractors recommended by Efficiency Maine (see discussion under item H).</p>

	<p>Towns. York County is prepared to help Towns with matching funds by offering a 3 year 1% loan program.</p> <p>Audits are also needed soon to establish the scope and estimated cost of needed energy upgrades to support a request for funding from the Town.</p>	<p>Jenny contact Gary Sinden (a York County Commissioner) to find out if details have been worked out for the York County Grant pool so we can plan our application process.</p>
<p>G. Discussion of Climate Action Plan Brainstorm Results</p>	<p>Discussion on the Climate Action Plan was postponed to the Feb meeting since Mike Eardley (CAP lead) was unable to attend the rescheduled meeting.</p>	
<p>H. Report on Energy Audits at Police Station and Library</p>	<p><u>Police Station:</u> AAA Energy Service Company did a full day site visit at the Police Station on Dec 22, 2010. Initial findings (letter dated Jan 14, 2011) included extensive observations on the Central Air Handling Unit, Ducting (including equipment no longer working and safety issues), Hot Water Heating Coil, AC Direct Expansion Coil, Remote Condensing Unit, Hot Water Boiler, and Standby Generator.</p> <p>A separate “Energy Star Energy Performance” report (dated Jan 12, 2011) was provided which included a general view of how the Police Station energy performance compared to a typical office building. Ed noted that this may not be a fair comparison since a Police Station is open much more than a typical office building.</p> <p>AAA plans to discuss possible energy savings measures at a future date.</p> <p>EEC consensus was that AAA did not do a complete energy analysis by not including both a blower door test and an infrared scan; nor have they provided inputs on possible energy reduction measures. We expected these to be included (although we did not specifically list them in the RFP) since they are normally included in an energy audit of this type. As a result, the EEC is not prepared to recommend payment for the AAA work until this issue is resolved and AAA makes specific recommendations for energy savings. It was noted that AAA response to our communications has not been timely.</p> <p>We will be more specific on the RFP for the Town Hall and Fire Station.</p>	

	<p><u>Library:</u> The Library Trustees have indicated that they no longer want our involvement in their energy audit process. We had offered to fund this audit from the 10K Grant we received from Efficiency Maine.</p>	
<p>I. Report on PACE (Property Assessed Clean Energy) Loan Program for Homeowners</p>	<p>Jack Murphy has already discussed with the Town Council the first step the Town needs to take to be able to participate in the PACE program, and has recommended that the type 2 PACE ordinance (meaning PACE administration to be led by Efficiency Maine) be included in the next Town Meeting.</p> <p>Charlie noted that the town will also need to work out a separate Administrative Contract with Efficiency Maine (in addition to the ordinance) to define the roles of both Eliot and Efficiency Maine. As a minimum the Town would be responsible to:</p> <ol style="list-style-type: none"> 1. Conduct a local public outreach and education program to raise awareness about the benefits of home energy savings measures, available rebates, the loan program, and how customers can get started. 2. Assist and cooperate with Efficiency Maine including participation in transferring loan funds to the homeowner. 3. Possibly helping loan originators to determine if the property has outstanding taxes, charges, liens or delinquencies that have not been cured. <p>Jenny noted that the BOS meets on the second and fourth Thursdays and that the EEC should get on the agenda to further discuss PACE details. She also commented that the EEC already has a local public outreach and education program which could easily include information on PACE.</p>	<p>Charlie to contact other Towns such as S. Berwick to review sample administrative contracts.</p>
<p>Next Meeting Feb 9</p>	<p>Jenny commented that we will have a full agenda for our next meeting:</p> <ol style="list-style-type: none"> 1. Discussion with our interns including the Carbon Challenge and the FY10 Energy Inventory 2. Climate Action Plan 3. Form an official subcommittee (per our 10K grant agreement with Efficiency Maine) to include our interns. 	

Meeting adjourned at 8:30 PM