

Energy Commission Meeting Minutes

Date: Feb 9, 2011

Present: Jenny Isler, Ed Henningsen, Mike Eardley, Jack Murphy, Ben Brickett and Charlie Case

Guests: Betsy O'Donohue (BOS), Grant Hirst (Building Committee), Monique Lillis (Marshwood HS Intern) and Brittany Sinclair (UNH Intern).

Introduced Brittany Sinclair (UNH Intern). She is working on a Master's degree at UNH in Resource Administration and Management. She has previous experience with the Vermont Retail Association as a Government Affairs Intern, and with Morris and DeMag, Inc as a Lobbying Intern. Brittany's contact information: 802-380-5655, bsinclair@gmail.com

Monique Lillis (Marshwood HS Intern) was introduced again. Monique first attended the Dec 2010 meeting. She reported that she has started collecting information for FY 10 (09/10) and has much of it already (see discussion below). She is also working to make Marshwood HS more environmentally friendly.

Minutes from January 28, 2011 meeting were approved.

Betsy noted that most meeting minutes are now available on the Town web site and that residents are reading them. She has not been able to see the Energy Commission minutes on the web site yet. Jenny reported that she is submitting all minutes to Wendy (Town Clerk) and will check on status of EEC Minutes.

ITEM	NOTES	ACTION
<p>B. Carbon Challenge</p> <p>1. Discussion with Carbon Challenge Intern, Brittany Sinclair</p> <p>2. Review ME EPA Internship Requirements; MEEP, CA-CP Assistance</p> <p>3. Goals & Planning for Challenge 'Second Heat'</p>	<p>1. Background – The EEC decided to participate in the Carbon Challenge program from Clean Air Cool Planet (CA-CP) through an energy planner called "MyEnergy.net. CA-CP is a national organization based in Portsmouth and has been very helpful in setting up and monitoring our Carbon Challenge.. They started this initiative as a tool for college campuses (1000 participating colleges) but it is relatively new for communities. The on line process is self explanatory.</p> <p>Our Carbon Challenge program was launched on Eliot Festival Day in September and was promoted on Election Day. We also publicized the program with a newspaper article and flyers. Many people said they were interested. However, response has been small (9 registered participants).</p> <p>We are hoping to start a second Carbon Challenge 'heat' in the schools with students in several classes or grades helping to get their families signed up in a</p>	<p>Brittany organize a Carbon Challenge at Marshwood HS working closely with Monique; and using other available resources</p> <p>Brittany plan to brief the BOS at their Mar 10 meeting</p>

	<p>competition. Monique commented that Jeff Gardner (Marshwood teacher and EEC contact) did something similar with his Freshman class last year. Jenny reported that this was also done in Kennebunk with help from the Maine DEP, and that we may want to start a “no idling” campaign as well.. Our intention is that Brittany take the lead for the Carbon Challenge and that Brittany and Monique need to work closely together to make it successful. Jeff Gardner and Randy Stewart (SAD 35 Business Manager) should be asked to be resources.</p> <p>2. Additional help has been offered from AJ Dowling (CA-CP), Peter Zack (Director Maine Energy Education Program; 207-625-7833, peter@MEEPNEWS.org), and Debbie Avalone-King (DEP Maine Green Schools Initiative, 207-287-2437, Debbie.J.Avalone-King@maine.gov).</p> <p>Charlie agreed to be an EEC guide for both Brittany and Monique with the intention that Vaughn Smith become Brittany’s guide in the near future.</p> <p>3. Monique indicated that Marshwood class size varies a lot but averages 20 – 23. Our goal is to get two classes involved with a total of 40 students. Brittany and Monique will determine the start date somewhere between Mar 1 and Mar 15. Brittany could present this initiative to the BOS targeting their Mar 10 meeting.</p>	<p>Jenny contact Vaughn and ask him to be Brittany’s EEC guide</p>
<p>C. CHG Inventory Status</p>	<p>Monique reported that she has both Gagnon & CMP data and will be getting SAD 35 data from Randy Stewart next week. She still needs data from Jenkins, Irving and the Kittery Sewage Treatment Plant. She believes she can have all of the data by the end of March. Her plan is to learn MS Excel and format the inventory. We agreed that Monique could present her data (along with a comparison to the baseline year) to the BOS targeting their April 27 meeting</p>	<p>Monique plan to brief the BOS at their April 27 meeting</p>
<p>D. Formation of a Sub-Committee (EECBG requirement)</p>	<p>Our \$10K EECBG Grant has a requirement for the EEC to establish a Community Energy Planning Committee which shall meet at least once per month and shall be made up of the representatives from the following groups: citizen(s), member(s) of the business community, a representative of the school community, a student, and members of the transportation/waste management sectors.</p>	

	<p>It was unanimously voted to “create a subcommittee of the EEC for the purpose of promoting energy efficiency in line with the EECBG grant requirements and intent”..Membership shall be the members of the EEC plus Betsy, Brittany and Monique. Duties of the subcommittee will be to oversee the activity of the EECBG grant tasks. Expenditure of EECBG funds require a vote of the EEC and the BOS (over a limit).</p>	
E. Discussion of Climate Action Plan (CAP) Brainstorm Results	<p>Jenny reported that she has received sufficient inputs on “clustering” the ideas raised during the brainstorming session held in November and suggested using the version submitted by Charlie. She said we are in a good position to create a meaningful CAP because we have comprehensive energy use data. It was suggested that we have both near and far term goals – such as 1, 3, 5 and 10 year. Jack suggested that one of our long term goals for carbon footprint reduction could be for the Town to tap into the natural gas pipeline that already runs through the Town. Mike proposed (9) subsections for the “Recommendations and Future Work” portion of the CAP. Writing assignments are shown:</p> <ol style="list-style-type: none"> 1. Sustainable municipal building practices including regular energy audits - Ed 2. Continue tracking CHG inventories - Monique 3. Educational and Promotion Programs – Vaughn and Brittany 4. Fuel Choices - Mike 5. Local Policy - Betsy 6. Alternative Energy – Wind and Water – Ben, Solar – Charlie 7. Natural Gas Tap In – Jack 8. Economics – Jenny 9. Land Use – Jenny <p>The Energy section of the Comprehensive Plan was reviewed to make sure our outline matches. Jenny commented that we should review other parts of the Comprehensive Plan as well. Also, it was noted that Maine has a new Energy Policy and an associated updated Building Code.</p> <p>Betsy asked if a member of the EEC should attend meetings of the Building Committee. It was suggested that Vaughn Smith be asked to do that because of his extensive experience as an electrical contractor.</p>	<p>See CAP assignments</p> <p>Mike organize what we have so far for the CAP</p> <p>Jenny ask Vaughn to be the EEC representative to the Building Committee</p> <p>Jenny ask Vaughn to work with Brittany to write the “Educational and Promotion Programs” section of the CAP</p>
F. Report on RFP for Professional	<p>Ed distributed AAA’s report on Energy Reduction Ideas for the Police Station. We will need to turn</p>	<p>Ed speak with the Police Chief</p>

<p>Energy Audits at Town Hall, Fire Station</p>	<p>these ideas into a list of specific energy improvements with cost estimates and a payback analysis. This list will need to be presented to the BOS & the Budget Committee by the end of March so that we can potentially add an article to the Town Warrant. Ed will speak with the Police Chief and the Building Committee on next steps to include an energy improvement article for the Police Station in the Town Warrant.</p> <p>Ed will also write an RFP for an engineering audit for the Town Hall and the Fire Station with the hope that we can also include needed energy improvements for those buildings in the Town Warrant.</p>	<p>and the Building Committee on next steps to include energy improvement article for the Police Station in the Town Warrant.</p> <p>Ed write an RFP for an engineering audit for the Town Hall and Fire Station</p>
<p>G. BOS PACE Recommendation Approval</p>	<p>Charlie distributed the Falmouth PACE Administrative Agreement to accompany their Type 2 PACE ordinance. He noted that the Falmouth version seems to be complete, but legal council should review it. Betsy agreed to brief the BOS.</p>	<p>Betsy brief the BOS on the type 2 PACE Administrative Agreement</p>
<p>H. Report on Sewer and Other</p>	<p>Jack reported in detail about the status of the Tax Increment Financing (TIF) Sewer project to support businesses along Rt 236</p>	

Meeting adjourned at 9:15 PM