

MINUTES

ENERGY COMMITTEE

WEDNESDAY SEPTEMBER 21, 2011

6:00 P.M.

GREAT BARRINGTON TOWN HALL

334 MAIN STREET, GREAT BARRINGTON, MA 01230

- I. Call to Order. In attendance: Beth Moser, Nancy Rogers, Michele DiSimone, Alana Chernila, Chris Vlcek, and Brandee Nelson. Absent: Diego Gutierrez.
- II. Review and Approve Minutes of Meeting 9/1/1; tabled to next month.
- III. Energy Consultant Request for Proposal/Request for Qualifications (RFP/RFQ) – modifications, timeline, vote and publication. A draft RFP/RFQ was sent to Kevin in August for review and comment. Chris was provided a copy of the Otis RFQ for similar services, the form of which complies with state procurement policy. Jonathan to combine with our draft to make a suitable RFQ submittal. We need to have the RFQ published as soon as possible. Timeline needs input from Kevin. Beth made a motion to have the RFQ for an Energy Sustainability Consultant to the Town of Great Barrington published as soon as possible, Nancy 2<sup>nd</sup>. Discussion was included regarding the timeline for publishing. Beth amended her motion as follows: She moved to publish, *by October 7th*, the RFQ for the Position of Energy Sustainability Consultant upon completion of drafting by Jonathan and approval by Kevin O'Donnell, 2<sup>nd</sup> by Nancy; approved as amended by unanimous vote.

Will be published locally and also through Northeast Sustainable Energy.  
Other publication options including Berkshire \_\_\_\_\_

- IV. Energy reduction plan (ERP)
  - a. Status – Jonathan has a draft document prepared. The report needs to clarify data presentation. The committee reviewed overall energy consumption at Town facilities in the form of ERP Table 3 Municipal Energy Use Baseline (attached). The annual energy consumption of 20,500 MmBtu needs to be reduced by 20%, which is 4,100 MmBtu, over 5 years or 820 MmBtu/year. The reduction amount is roughly equivalent to the average annual energy usage of Town Hall.

Standout items on the table include: the Mason Library, the wastewater treatment plant (WWTP), vehicles, the Fire Department, street lights and Housatonic School.

Mason Library usage seems high and should be targeted for substantial cuts. Energy usage per square foot is twice that of Ramsdall. Beth will contact Berkshire Gas. Brandee will contact Sean McGloin at National Grid. We will discuss with Mike Ball, facilities staff, about anything that is unusual in this building's operation that might result in excess energy consumption.

The WWTP uses the most energy of any town facility. National Grid is working with Mr. Drumm (the operator) to evaluate additional areas for energy efficiency to be achieved. WWTP meeting with a National Grid energy efficiency expert was held on August 7<sup>th</sup>. The consultant evaluated the plant and thinks energy usage is being efficiently managed; almost all energy management systems were already in place. Additional energy usage may be required due to a permit change that will require more treatment processes (equipment) to be installed to meet State water quality standards. Consultant will recommend some small improvements but will wait until the new permit comes out (in July 2012) to evaluate other opportunities for evaluating energy efficiency. Other means of decreasing energy use include: water conservation and limiting the entry of stormwater or groundwater into the collection system. Pump station upgrades may improve efficiency. Operator is supportive of energy efficiency efforts.

Fire Department – this building may need occupancy sensors so that lights do not remain on when building is empty. How is building zoned? Can bays be zoned differently? Does HVAC need to be adjusted? Anecdotal experience indicates HVAC system runs.

Committee wants to work collaboratively with building/department heads. We will draft a letter to department heads outlining 20% reduction goals and requesting to meet and understand how building operates. Initial work may identify where a consultant could review building operation in a more formal audit and evaluation.

How do building operators know about energy consumption? Bills are paid out of the Department of Public Works office therefore building operators do/may not see usage. Energy usage table will be included with the letter.

All walk thrus should include responses to the same questions. Questions to be compiled via email sent to Brandee.

Informal walkthrough by:

Town Hall – Jenn and Chris  
Libraries – Beth and Diego  
Fire – Alana and Michele  
Police – Nancy and Brandee  
Vehicles/Joe Sokul – Brandee and Nancy – biodiesel options? (Jonathan investigating)

b. Schedule – deadline for submitting the ERP? Jenn will find out from Jim Berry.

- V. Street Lights Assessment – We may need to designate individual to investigate further. Street lights will be addressed as part of ERP. Lights come on at dusk and go off at daylight using an optical sensor. According to National Grid, off or on is only option. Other options include turning lights off (i.e. eliminating) or reducing bulb wattages. Committee will evaluate what guidelines are there for streetlights. Brandee will contact National Grid on other information they can provide us including GIS mapping of light locations and footprint of light cast based on bulb wattage.
- VI. Wastewater Treatment Plant (WWTP) – summary on scoping audit by Energy Consultant. Discussed above. Waiting for consultant to respond.
- VII. Outreach projects – schools, youth groups. Nancy is working on program for committee children to do outreach on recycling to local business people. Kids develop survey. Diego working with Jane Burke of green house. How do schools get involved? Continue discussion at future meetings.

Could greenagers take photos for the webpage? Beth is working on coordinating.

- VIII. Additional agenda items (New business) – Beth: Simons Rock College (SRC) has an active energy/environment club. They are holding an e-waste drive and would be willing to expand to larger community. Boxes will be in the Kilpatrick Athletic Center (KAC). Lecture series on sustainability organized by SRC may be able to be sponsored at the library. Can Beth proceed to get additional \_\_\_\_\_ (help here). Alana moved to empower Beth to act in the committees behalf for the sustainability activities at SRC and to report back to the committee. Nancy 2<sup>nd</sup>, passed unanimously.

Alana: Met with Co-op sustainability facility. Can we collaborate with main businesses in town; employers – Fairview, Iredale, Co-op, Cmty Center. Eliminate overlap and share ideas and resources.

Chris and Nancy will look into opportunities to coordinate with the high school.

Note: Styrofoam is illegal.

IX. Set next meeting date and potential agenda items – next meeting 6 pm  
10/12/11

X. Adjournment. Beth moved, Alana 2<sup>nd</sup>; unanimous

Respectfully submitted,

  
Brandee Nelson