

MINUTES

ENERGY COMMITTEE

FRIDAY, OCTOBER 28, 2011

3:30 P.M.

GREAT BARRINGTON TOWN HALL

334 MAIN ROAD, GREAT BARRINGTON

- I. Call to Order. Meeting began at 3:30 p.m. Present: Kevin O'Donnell, Jenn Bailly, Beth Moser, Michele DiSimone, Chris Vlcek, Jon Williams, Diego Gutierrez, Brandee Nelson, and Joe Sokul
- II. Approval of Minutes from October 12, 2011 Meeting; Beth moved to approve with the edit proposed by Jenn; Diego seconded; all approved.
- III. Review of Building Walk-Thru Summaries – Diego and Chris will adjust the narratives prepared by each group for architectural consistency. Focus was on Town Hall, Fire Department, Police Department and Libraries. Housatonic School, Senior Center, Housatonic fire station still need to be completed. Committee selected building based on energy consumption and building usage. Kevin wants us to focus on building that Town will have in 5 years.

Chris is the primary contact with Jim Barry at Department of Energy Resources (DOER). Chris will forward the draft Energy Reduction Plan (ERP) to DOER and coordinate with Jenn. At Kevin's recommendation, Chris will get a @gb.org email account to manage related emails.

- IV. Energy Reduction Plan (ERP) -
 - a. Discussion on 20% reduction targets – reviewed Energy Reduction Policy – Committee will report quarterly to Joe/Kevin on energy use and relationship to targets so that information can be included in staff meetings. Kevin also suggested including information on the webpage, and come to selectman a couple times per year for update and progress.

Town wants DPW to be only point of contact adjusting thermostats. Part of the town staff education must include identifying point of contact for building issues related to energy. The committee will look at building set points for heating and cooling systems for all Town buildings. Automated

building management systems may also be appropriate in some instances. No commissioning on Mason, however Mike Ball goes with HVAC vendors on a regular basis to review the work being performed. Energy Committee members may accompany him; his regular hours are 7-3:30.

Courthouse on 9 Gilmore is a Town owned building and may need to be included in ERP.

All proposed energy reduction capital expenses should coordinate with CIP.

HVAC system may need modification to PD system so lower level can automatically controlled

Chris suggested CET will typically evaluate the feasibility of energy panels for commercial buildings. Interior energy panels which meet code may provide for savings and could be appropriate for some Town Buildings.

Jenn reported occupancy sensors will go into Police Department, Senior Center and Town Hall. Additional reports just came in and can be incorporated into the ERP.

Joe asked why we are focusing on the Housatonic School. Committee understands the community wants to keep building; however, the energy use is substantial – 5% of total Town energy use. May need to communicate energy use of school as part of the decision making process on the future of the building and the continued partial occupancy.

Kevin suggested adding Ramsdell. It is slated for possible upgrades in 2017 where 60% of rehabilitation costs could be paid by the state. The building has an old boiler and needs storm windows.

Brandee suggested the Police Department needs a better means to track fuel consumption also, committee would like idling addressed. Fuel usage by the PD is over half the total gasoline (87 octane) usage annually. Brandee mentioned that vehicles using 87 octane and diesel account for ¼ of the Town's energy consumption according to our baseline analysis. Brandee suggested other communities have anti-idle programs which include all manner of municipal buildings, including some from the Chicago metro area. (See link: <http://www.cleanaircounts.org/documents/Idling%20Reduction%20Programs.pdf>)

Group discussed other fuel saving measures may include purchase or conversion of small engines to propane and reviewing biofuel compatibilities for larger pieces of equipment.

Streetlights – Energy Committee to handle removal assessment. For example, Fox Point, WI has no street lights. Street lights account for approximately 1/10 of Town energy use. Jon suggested using Fire Department GPS and senior work off to map the pole locations, then we could have Berkshire Regional Planning Commission map them for us and work to evaluate their relevance. Committee will also continue to pressure National Grid on energy efficient lighting.

WWTP may be included in ERP but does not have to be. Given pending changes, it may be useful to leave it out of the ERP but acknowledge it as a consumer of energy.

Kevin requested the committee consider pursuing and evaluating alternative energy generation options.

- b. Discussion of review comments from committee members prior to draft submission to DOER; tentatively due by 11/2 – work on it for the 3rd; Brandee to call Nancy at CET about energy savings calculations since we do not have audits.
 - c. Discussion of review of draft by Select Board ahead of 11/18 DOER due date. ERP needs to be approved by selectman 11/14.
- V. Status of RFQ for energy consultant – drafts can be sent to Chris by Jon; DOER has an alternative procurement 25A which allows municipalities to enter into a contract with an Energy Service Company (ESCO) for a performance contract to make necessary upgrades. Kevin explained that this option requires a lot of work on the part of the municipality because of the long term commitment. Kevin suggested the Town go for an RFP for the 4 buildings identified Mason/Ramsdell, Town Hall, Police Station, Council on Aging. The Scope of Work will be audits with recommendations, energy savings and payback. RFP will be developed by Jonathan.
- Chris also suggested the consultant/contractor should be able to help with identification of grant opportunities.
- VI. Discussion on approach moving forward – committee and town role, energy consultant, funding strategies – tabled to a future meeting.
- VII. Next Meeting Date- Possible Agenda Items. 11/16 at 5:45pm

VIII. Adjournment. Diego moved to adjourn, Beth seconded, all approved. Meeting adjourned at 5:35 p.m.

Respectfully Submitted,

Brandee Nelson

A handwritten signature in black ink, appearing to read "Brandee Nelson", written over the printed name.