

MINUTES  
ENERGY EFFICIENCY AND CONSERVATION COMMITTEE  
JUNE 10, 2013 – 4:30 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 1

I. ROLL CALL

Present: Syma Ebbin, Len Mediavilla, Michael Murphy, Bill Robarge, Rita Schmidt, Luke Singh, Zell Steever, John Sutherland  
Excused: Genevieve Cerf, Mark Oefinger, Bob Quevreaux, Gary Schneider, Bill Jankowski  
Staff: Norris

Schmidt called the meeting to order at 4:35 p.m.

II. APPROVAL OF MINUTES of meeting of May 13, 2013

MOTION: To approve the minutes of May 13, 2013 as amended.

Motion made by Ebbin, seconded by Singh. Motion passed unanimously.

III. PUBLIC COMMUNICATIONS

Zell Steever distributed some articles for the committee.

Staff suggested that if anyone would like articles, etc., distributed to the committee, they can be sent to staff who will forward them by email to the committee members.

IV. OLD BUSINESS

1. Discussion of Energy Action Plan for Groton

Chairperson Schmidt asked members for comments regarding the items in the report.

Mike Murphy gave a history of the purpose of the study and the grant which was used to fund the study. He reviewed the Town's use of the tables and report, to be used as a framework which the Town departments would use to develop projects. The Town's internal energy management committee was formed to also review Town projects with respect to recommendations in the report.

Sutherland distributed copies of a comparison of items with no implementation costs, and then items with costs, and comparison of payback periods. The cost for infrastructure development would need to be added to the implementation costs, which could be a task of the energy committee. The role of the committee relative to decisions on specific Town projects was discussed. The internal energy management group would work with departments to develop projects and may refer some items; also, some larger CIP projects may be referred to the committee for advice.

Staff said the revised charter of the committee was included in the January agenda packet, but they will resend to the members by email. The role of this committee with regard to the POCD committee would be to provide input when the sustainability issue is reviewed by the POCD Steering Committee.

Discussions ensued on the expansion of utilities up Flanders Road, carbon emissions, and the costs of providing natural gas to Town buildings.

The members discussed whether the report should be accepted by the Town Council, and if so, should be more detailed. Murphy said the report was intended to be used as a guideline by Town departments.

Robarge left at 5:30 to attend the BOE Finance Committee meeting.

The committee concurred to carefully go through the first 11 pages of the report, study the information, and then work toward setting 1 year and 5 year goals. They would also review whatever information is available in terms of how the Town currently measures energy use (Purchasing, Public Works), and see the impact and efficiency of the projects that have been done. A method of tracking actual savings would need to be set up.

Mediavillia was asked to provide energy use by Town building to the committee to be cross-referenced with Town data. That information will be forwarded to staff.

Singh said it would be helpful if staff sent an email about a week after each meeting with suggested talking points for the next meeting so that all members would have some time to prepare.

Steever said this committee was set up with a large amount of staff who he felt should be at the meetings if they are on the committee. He asked staff to see if the meeting time needs to be reestablished to accommodate schedules.

#### V. REPORT OF STAFF

Staff said the committee may want to do some field trips to look at things that other organizations have done with regard to energy efficiency. Robarge said they may want to start at the high school or Central Office to view digital data controls being used by the Board of Education.

#### VIII. ADJOURNMENT

The meeting adjourned at 6:05 p.m.

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Prepared by Debra Gilot, Office Assistant III