

**MINUTES**

**ENERGY COMMITTEE**

**WEDNESDAY JULY 20, 2011**

**6:00 P.M.**

**GREAT BARRINGTON TOWN HALL**

**334 MAIN STREET, GREAT BARRINGTON, MA 01230**

- I. Call to Order. Called to order 6:07 pm. Present: Beth Moser, Chris Vlcek, Diego Gutierrez , Brandee Nelson, Jenn Bailly, Jonathan Williams, Nancy Nylen of CET
- II. Review and Approve Minutes of Meeting 6/8/11. Beth Moved, Chris 2nd
- III. Energy reduction plan (ERP) – Jonathan Williams – being employed to put ERP together. Should try and review all the information currently available and begin filling in ERP template.
  - a. Great Barrington green achievements, vision - What is the overall community and Town vision? CET pointed out the ERP guidance document say report should be bottom line driven. CET says include narrative of the Town’s vision, but figure out how to achieve 20% reduction. See narrative summary in guidance documents in Department of Energy Resources (DOER) website: Green Community Grant Program Criteria 3.
  - b. Baseline data - findings so far – what is accuracy of data? Jenn and Jonathan are auditing. Brandee pointed out baseline year likely fiscal 2011 since the 3 recorded fiscal years do not show significant drop in energy. Town will need the full 5 years to achieve 20% reduction.

Committee discussed how to make an apples to apples comparison from year to year given change in total square footage of facilities. A yearly facilities inventory will be included in the ERP. Sale of buildings will factor in – Old GB Fire station to be sold in fiscal 2012; Housatonic school likely sold in fiscal 2012.

Energy usage, cost and quantity derived from MassEnergy Insight

Two questions: Can the analysis of energy savings be by btu/sq?  
Can the baseline year be asterick if we do not have the full data set from the utility company?

Nancy suggests beginning to fill out template and get to energy conservation measures and costs from audits. Start with wish list and then narrow it. Select board is supportive with finding funds if we need audits in specific areas to target the energy reduction efforts.

It is possible to submit draft ERP and get response from DOER before submitting a final document.

Next meeting should be a discussion on the data. Brandee to review in the meantime. Jonathan and Jenn is auditing data to verify accuracy for 2011. DPW is entering additional data next week. Jenn is clearing up diesel and 87 octane reporting errors. Note: Fuel efficiency applies to purchase policy but the energy usage will still count as part of our energy reduction plan. Need to be creative about how to achieve energy efficiency in fuel consumption for town vehicles.

Town has a fuel inventory station. Is it being used properly? Does their need to be positive reinforcement or education on how to use the system properly?

#### TASKS TO BE COMPLETED

What Town projects in the pipeline are potentially energy efficient? Diego to communicate with Joe on the specific items likely to come up in the next five years.

BKN to forward information to Jenn on programs for possible wastewater treatment plant audits by the utility to update the 2003 audit. Jenn and Joe Sokul are planning on calling National Grid on Thursday.

Jonathan and Jenn are starting to filling in Table 1 and 3 for ERP; Jenn to break out each individual buildings. (Do we need individual vehicles broken out too?)

Beth to develop draft committee vision for discussion at next meeting.

BKN to check data for electrical account 1562874007

- c. Identifying targets for improvement – correlate to CIP which is on the Town Website.
- d. Creating a task list and budget for Energy Audits
- f. Organizing and presenting the information – Chris discussed importance of graphic representation of data; may use form beyond numeric charts – possibly use circles size designating energy consumption or pie chart.
- g. Timeline - Application in fall with grant deadline in January. Jonathan is only with the group through the end of August.

- IV. Comments on the (3) ERPs distributed: Lenox, Williamstown, Hatfield
- V. Upcoming Grant Cycles - identifying projects - Table to next meeting.
- VI. Website Green Pages - create subcommittee to prepare info sheets on green projects the town has done. Possibly Nancy and Beth work on? Community resources to develop pages – school, RR St Youth or Greenagers.
- VII. Set next meeting date and potential agenda items - 8/2 at 5 pm at Town Hall
- VIII. Adjournment. Moved - Beth 2<sup>nd</sup> - Diego Meeting ended at 7:50 pm

Respectfully Submitted,

Brandee Nelson

A handwritten signature in cursive script, appearing to read "Brandee Nelson", written in black ink.