

# Stratham Energy Commission

## Meeting Minutes

Date: September 19, 2012

Commission Members present:

James Schlough, Matthew O'Keefe, Michael Gorman, Michael Welty, John C. Dold

Also Present: Paul Deschaine

Call to Order: Meeting was called to order at 7:04 PM.

Review and Approve Minutes: Minutes of the August 24th meeting were distributed and approved.

Review first steps of commission:

While the charge to the commission from RSA-38D (Energy Commissions) is broad, Chairman Dold suggested the commission first focus on the energy use of municipal buildings. He described a software tool, "Portfolio Manager," that is free and provided by the Environmental Protection Agency. This software benchmarks the performance of facilities based on their physical parameters, characteristics of use, geographical location, and energy consumption. Three of the commission members acknowledged familiarity with the software and it is said to be a standard tool for many New Hampshire towns.

Paul Deschaine detailed the five town facilities (municipal center, police station, fire station, highway garage and historical society) and passed out data on the energy use (electricity, fuel oil, propane) for the past three years. It was noted that school facilities are the biggest energy users. A decision to adopt "Portfolio Manager" as the energy use assessment tool for the work of the commission was unanimously approved.

John Dold volunteered to pursue the availability of grant funding to assist with any expenses associated with data entry, possibly by college student interns. He has leads from the New England Grassroots Environmental Fund and the Community Catalyst Fund of Clean Air-Cool Planet. Mike Welty will contact Unutil about funding assistance.

Field Guide to NH's Municipal Building & Energy Audit Guidelines:

John Dold explained the origin and purpose of the guide, which was included in notebooks previously distributed to the commission members. It has been developed to educate and guide decision makers for local energy use assessments.

Other business:

Paul Deschaine informed the commission that it needs to submit a report to the town by January for inclusion in the town annual report.

Mike Welty agreed to contact Unutil about having a representative of the company attend our next meeting to explain the intricacies of utility bills.

Mike Gorman will contact Travis Thompson, Stratham Memorial School board chair, to determine if there is some way data on the school can be included in the commission's Portfolio

Manager files. He will also ask for advice on a contact for the Cooperative Middle School to include that as well.

There was brief discussion about the potential for bidding on electric power in the recently expanded market

The meeting was adjourned at 8:30. The next meeting will be 7:00 pm on October 17th. in the Land Use conference room at the Stratham Municipal Center.