



TEC

TOWNSEND ENERGY COMMITTEE

272 Main Street

Townsend, Massachusetts, MA 01469

Christopher L. Campion, Ph.D., Susan Dejniak, PMP,
Sandra Brown, Theresa Morse, Ph.D., Michael Brown, Ph.D.

APRIL 4, 2013

TOWNSEND ENERGY COMMITTEE

SELECTMEN'S CHAMBERS

MEMORIAL HALL

7 PM

MINUTES

1. **Call the meeting to order:** Chairman Chris Campion called the meeting to order at 7:05pm. Present was Sue Dejniak (SD), Michael Brown (MB) and Chris Campion (CC). Absent were Theresa Morse and Sandra Brown. TM and SB. Also present was support staff Karen Chapman (KC).
2. **Approval of Meeting Minutes: 3/14/13:** SD motioned to accept the minutes of 3/14/13. MB seconded with all in favor.
3. **Discuss Audit Results for Police Station**
 - a. **Discuss replacement lighting:** Mark Mercurio provided information regarding energy efficient light fixtures for the Police Station from two vendors. There are 28 4ft fluorescent bulbs all along the soffit, a light on the flagpole, 2 parking lot pole lights, a back parking lot light and 2 front sign lights. The light that currently lights the sign faces up and needs to face down to comply with our lighting bylaw. CC and MB will work up the numbers so we can send in for approval to the state. MB will meeting with Mark at the Police Station to go over all of the proposed replacement lights.
 - b. **Choose measures to implement:** CC will review audit and bring to next meeting for discussion. Payback on boiler is long but we think it will be worth replacing it in the long term. The total cost to do all of the recommended measures from the audit is \$15,000. SD motioned to accept the final audit report and to move forward with implementing the recommendations. MB seconded with all in favor. The committee will wait until the audit is completed at Town Hall and submit all of the recommended energy efficiency measures from both audits to the State for approval.

4. **Discuss awarding contract for Memorial Hall audit:**
 - a. **Rescind previous contract vote done in error:** A vote was taken at the last meeting on 3/14/13 to award the Memorial Hall audit to EnerNOC. This was done in error due to procurement rules and needing to select the lowest bid because the cost is >\$5,000. SD motioned to rescind the vote of 3/14/13 awarding the contract to EnerNOC. MB seconded with all in favor.
 - b. **Vote to award contract to Guardian Energy:** SD motioned to award the contract for the Memorial Hall audit to Guardian. MB seconded with all in favor. KC will contact the vendor.

5. **Discuss phone conference with Kelly Brown – State contact:**
 - a. **Changes to measures in Table 4:**

CC and KC had a phone conference on 3/25 with Kelly Brown, the Regional Coordinator assigned to us from the DOER. She stated that whenever we have projects that weren't on Table 4 in the original Green Communities application, we must update the table and resubmit it to the state for approval before we can spend money on projects. Anything that was in Table 4 can be completed, such as IdleRight and the audits, but not recommendations from audits.
 - b. **Project approvals:** Kelly said we can submit the proposed lighting replacements for the Police Station to her as an amended Table 4 and she can turn it around quickly for approval. MB will be working with Mark on this.

6. **Discuss Earth Day – April 27th:** tabled until next meeting on 4/23.

7. **Topics not reasonably expected by the chair 48 hours before the meeting:** none

8. **Next meeting:** tentatively 4/23

9. **Adjourn:**

SD motioned to adjourn at 8:15. MB seconded with all in favor.

Minutes taken and transcribed by: Karen Chapman