



TEC

TOWNSEND ENERGY COMMITTEE

272 Main Street

Townsend, Massachusetts, MA 01469

Christopher L. Campion, Ph.D., Susan Dejaniak, PMP,
Michael Brown, Ph.D.

**SEPTEMBER 5, 2013
TOWNSEND ENERGY COMMITTEE
SELECTMEN'S CHAMBERS
MEMORIAL HALL
7 PM**

MEETING MINUTES

1. **Call the meeting to order:** Chairman Chris Campion opened the meeting at 7:05pm. Present were members Chris Campion (CC), Sue Dejaniak (SD), and Michael Brown (MB). Also present was support staff Karen Chapman (KC).
2. **Approval of Meeting Minutes: 6/24/13:** SD motioned to accept the minutes as written. MB seconded with all in favor.
3. **Update on Lighting Retrofit from Unitil:** MB checked the new lighting at the Police Station and stated that the light at the back of the building shining on the parking lot needs some kind of hood to prevent escaping lumens above the horizontal. The retrofits at the Highway Garage, four Fire Stations and the Water Department offices are complete. A proposal will be developed for a retrofit of the Town Hall offices. In addition, Unitil will pay for new programmable thermostats for the Police Station and Memorial Hall for no cost to the town or the Green Communities grant.
4. **Update on Energy Audit completed for Police Station:** Mark Mercurio and KC are working with a vendor to obtain a quote on replacing the two boilers which are over 15 years old and have an efficiency rating of 84%, according to the EnerNOC audit. Until does not suggest performing anything for the elevator issue as it is not cost effective.
5. **Discuss Volunteer Response Forms for members:** CC: we need to encourage some more interest in the committee. Put flyers around town. Have a talk at the library and ask for volunteers.
6. **Discuss topics to bring to Board of Selectmen:** tabled

7. **Topics not reasonably expected by the chair 48 hours before the meeting:**
ECO Charrette at the library and Solar public info session at Congregational Church – good way to reach community.
8. **Schedule Next Meeting:** October 3, 2013 – we will try for this date.
9. **Adjourn:** SD moved to adjourn at 8:35pm. MB seconded with all in favor.

Minutes taken and transcribed by: Karen Chapman