



## TEC

TOWNSEND ENERGY COMMITTEE  
272 Main Street  
Townsend, Massachusetts, MA 01469

Michael Brown, Ph.D., Susan Dejniak, PMP,  
Edward Hermann

DECEMBER 11, 2013  
TOWNSEND ENERGY COMMITTEE  
ROOM 2  
MEMORIAL HALL  
7 PM

### Meeting Minutes

1. **Call the meeting to order:** Meeting called to order at 7:03pm. Present was Sue Dejniak (SD), Michael Brown (MB), and Ed Hermann (EH). Also present was Karen Chapman (KC) and Andy Sheehan (AS).
2. **Approval of Meeting Minutes: 9/5/13, 10/24/13:** SD motioned to approve the minutes of 9/5/13 and 10/24/13 as written. MB seconded with all in favor.
3. **Update on Energy Conservation Measures (ECMs):**  
KC updated committee on energy conservation measures that are being considered for submittal to the State. Charlie Ehl from Guardian suggested through KC to the Committee that replacing the Main Street and Cross Street pumping station pumps and adding variable frequencies drives will save a considerable amount of energy and cost. No Unutil incentives are available until 2014, so projects will be submitted in January. The Committee reviewed the Town Hall Audit recommended ECMs and the weatherization and lighting retrofit will be submitted for approval in January. A lighting retrofit for Town Hall will also be submitted in January.

The two boilers at the Police Station are being replaced this week with a single unit with a 94% efficiency rating.

4. **Update on Green Communities Annual Report:**  
MB and KC attended the Board of Selectmen's meeting on December 3, 2013 to present the Annual Report to the Board. The BOS signed the report and KC submitted it to the State on December 4<sup>th</sup>. The Town has an overall reduction in energy usage of 4%. MB analyzed the Mass Energy Insight data for energy usage and discovered that if we make calendar year 2010 our baseline instead of fiscal year 2010, we would have a significantly higher energy reduction due to the

Library/Senior Center not being operational for the first half of FY10. KC will check into the requirements for changing the baseline year with the State.

**5. Discuss IdleRight:**

SD explained that she was unsuccessful at having Dave Profit attend a committee meeting and proposed the committee attempt to schedule a meeting in his office. EH and MB agreed and requested the meeting be in the early morning.

**6. Accept resignation of Chris Campion - vote new chairperson:**

The committee accepted the resignation of Mr. Campion. The committee had a discussion regarding the Chairman role. AS reviewed the responsibilities for the team and at 7:40 SD motioned that MB be Chairman and EH second the motion, with all in favor.

**7. Topics not reasonably expected by the chair 48 hours before the meeting:**

- a. The committee considered approaching Library Director Stacy Schuttler regarding the use of the library to promote the committee and to learn about opportunities to present to the community. SD volunteered to contact Stacy.
- b. EH presented a letter from Dominion Energy and explained it was for soliciting an alternative energy source. AS explained that this had been looked at in the past however the rate didn't offer enough savings to warrant the effort at the time. He said this maybe something we will want to look at again as the economy improves and rates become more competitive.
- c. AS mentioned the possibility of purchasing the street lights through a competitive grant. MB explained this will not impact our energy reduction because the lights were not in the original figures but this could be good overall. AS will email the quote to the Committee.

**8. Schedule Next Meeting:** January 2<sup>nd</sup> at 7pm.

**9. Adjourn:** SD motioned to adjourn at 8:10pm. MB seconded with all in favor.

Minutes taken by: Karen Chapman and Sue Dejaniak  
Transcribed by: Karen Chapman