



TEC

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

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

APRIL 3, 2014
TOWNSEND ENERGY COMMITTEE
ROOM 2 - MEMORIAL HALL
7 PM
Meeting Minutes

1. **Call the meeting to order:** Chairman Michael Brown opened the meeting at 7:05pm. Present were Sue Dejniak (SD), Michael Brown (MB), and Ed Hermann (EH). Also present was support staff Karen Chapman (KC). SD left the meeting at 7:15pm.
2. **Approval of Meeting Minutes: 3/6/14:** SD motioned to approve the minutes of 3/6/14. EH seconded with all in favor.
3. **Update on Energy Conservation Measures:** Charlie Ehl of Guardian has completed the proposals for the Cross Street and Main Street Water Pumping Stations upgrade and KC has submitted it to the State and gained approval. This project should be completed by the end of May. The total cost of both projects is \$69,221 with Unutil contributing \$24,226 in incentives and the remainder being paid for with Grant monies in the amount of \$44,995.

The Unutil lighting retrofit for Town Hall is completed. Unutil's electrician, ERS Electric will check into lighting retrofits for the library pole lights and parking lot lights.

The committee feels we should have Guardian reevaluate the audit for Town Hall due to the faulty gas meter that miscalculated usage.

The committee will reevaluate installing garage doors at the Police Station, Municipal Garage, Cemetery and West Townsend Fire Station after Guardian reevaluates the audit for town hall.

There is approximately \$38,000 left from the grant monies and we must determine which remaining projects would be most beneficial.

4. **Discuss information on correcting baseline energy calculation:** Unitil discovered that a faulty gas meter was installed at Town Hall affecting the usage numbers since 2009. KC received the revised usage numbers from John DiNapoli at Unitil and she entered them into MEI. This has caused our overall reduction in energy usage to go from 10% to 8%. DOER has asked KC to redo the Annual Report for 2013 due to the change in usage.
5. **Discuss potential street light purchase:**
KC spoke with Ed Mailloux at Unitil about how it works with purchasing the street lights. He explained that Fitchburg was currently in the process of purchasing all of theirs and converting them to LED lights and that they had already reached their payback in less than a year. In 2013, Townsend spent \$16,734 for street lights. Ed also said that Unitil does not meter the street lights but charges a flat rate based on 4,380 hours of usage per year per light. KC went on Unitil's website and found the flat rates for street lights and calculated that it would cost the town \$11,463 per year for the 111 lights that we have. This would give us a payback of 3.9 years without changing the lights to LED. ERS Electric has agreed to forward to the committee the cost for replacing the lights with LEDs and what the savings and payback would be. The committee was also concerned about maintenance to the lights after the Town owned them. Once all the information is gathered, the committee will do a cost/benefit analysis for purchasing and upgrading the streetlights.
6. **Discuss Earth Day:** SD has contacted John DiNapoli at Unitil for information and a person to come to Earth Day. John will drop off pamphlets with Andy Sheehan. SD secured a spot with Karen Clement. EH will bring solar toys to raffle off for the kids. KC will bring a table. Members will communicate by email about who is bringing what. KC will print out a new chart showing our energy reduction progress to date.
7. **Topics not reasonably expected by the chair 48 hours before the meeting:**
None
8. **Schedule Next Meeting:** Thursday, May 1, 2014
9. **Adjourn:** EH motioned to adjourn at 8:00pm. MB seconded with all in favor.

Minutes taken by: Karen Chapman