



## TEC

TOWNSEND ENERGY COMMITTEE

272 Main Street

Townsend, Massachusetts, MA 01469

Michael Brown, Ph.D, Edward Hermann, Kathy Thompson, Brent Carney

**MARCH 19, 2015**

**TOWNSEND ENERGY COMMITTEE**

**SELECTMEN'S CHAMBERS - MEMORIAL HALL**

**7 PM**

### **Meeting Minutes**

1. **Call the meeting to order:** Ed Hermann acting as Chairman opened the meeting at 7:15pm. Present were members Ed Hermann (EH), Brent Carney (BC), and Kathy Thompson (KT). Chairman Michael Brown (MB) arrived at 7:25pm. Also present was Land Use Coordinator Karen Chapman (KC).
2. **Approval of Meeting Minutes: 2/18/15:** BC moved to accept the minutes as written. EH seconded with all voting in favor. EH abstained.
3. **Update on Energy Conservation Measures:** Both window replacement projects, one at the Police Station and one in the Building Department have finally been completed. The invoices were received and payment was sent.

There was discussion about how to spend the remainder of the grant money in the amount of ~\$8,000. We have a quote to replace the controls for the boilers in Town Hall and we have a new option to help the Water Department with the purchase of a hybrid or electric vehicle. We decided to not act on the boiler controls until the boilers are replaced, possibly in the competitive grant round in March 2016. BC moved to authorize the use of Green Communities grant monies for purchase of an electric or hybrid sedan for the Water Department Superintendent to replace the 2007 Ford F-150. EH seconded with all voting in favor.

4. **Update on adding Spaulding and Hawthorne Brook schools to baseline:** KT, BC and KC attended a meeting this morning with Joan Landers, Superintendent of NMRSD; Oscar Hills, Director of Buildings & Grounds NMRSD; Kelly Brown, Regional Coordinator Green Communities DOER; Matt Whittemore, Energy Efficiency Specialist with Guardian Energy Solutions; and Andy Sheehan, Town Administrator. There was a full discussion of how the schools would be added

and what benefit it would be to the Town and the school district. No energy efficiency measures have been completed at either school with the exception of indoor light bulbs changed out. KC will work on obtaining all of the energy data for Hawthorne Brook and Spaulding Schools to input into MEI. Oscar and Matt will be coordinating on having audits done at the two schools. We need to have the District accept and adopt our Energy Reduction Plan and our Vehicle Efficiency Policy. Our Energy Reduction Plan needs to be updated to include the schools. The goal is to have the audits completed and the schools fully integrated into our Green Communities program by the time the Annual Report is due to DOER in the fall. The group will meet again in June to monitor our progress.

5. **Discuss Earth Day - April 25<sup>th</sup> 10-3:** Discussed and decided to skip the event this year.
6. **Topics not reasonably expected by the chair 48 hours before the meeting:** none.
7. **Schedule Next Meeting:** April 30<sup>th</sup>
8. **Adjourn:** BC moved to adjourn at 8:45pm. KT seconded with all in favor.

Minutes taken and transcribed by Karen Chapman

Any materials used in this meeting can be found in the Land Use Coordinator's office.