



## TEC

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

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

NOVEMBER 30, 2015  
TOWNSEND ENERGY COMMITTEE  
ROOM 2 - MEMORIAL HALL  
8 PM  
MEETING MINUTES

1. **Call the meeting to order:** Chairman Brent Carney opened the meeting at 8:09pm. Present were members Brent Carney (BC), Michael Brown (MB), Kathy Thompson (KT) and Ed Hermann (EH) and Land Use Coordinator Karen Chapman.
2. **Approval of Meeting Minutes: 10/28/15:** KT moved to approve the minutes as written. MB second, with all voting in favor. EH abstained.
3. **Discuss Comments on Draft Boards and Committees Handbook:**  
BC thought the document tries to do too much rather than being simple and to the point. Charter is tough to follow so this is worthwhile. Need more about the person's role as a committee member. KT too much detail for a new board member to absorb. Very redundant - each point is repeated many times. MB some specific edits but no general points. Send memo to BOS with our comments:
4. **Update on streetlight purchase:** table discussion until next meeting when more info from Unitil.
  - a. Letter to John DiNapoli of Unitil:
  - b. Discuss process for purchasing lights, including maintenance of lights
5. **New Projects/Status of Grant Monies:**
  - a. **Vote on Recreation Commission request to use funds for storm windows for Annex Building.** MB moved to approve use of GC funds in the amount of \$5,892 weatherize the annex. KT seconded with all voting in favor.
  - b. **Vote on Cemetery Superintendent request to use funds for new weatherized garage door for Cemetery Garage.** MB to move to approve \$1,312 from the GC Grant for an insulated garage door for the cemetery garage. KT seconded with all voting in favor.
6. **Discuss Energy Master Plan:**

- a. **Discuss need for Plan and vote to move forward with creating the Plan:**  
BC put together and distributed a roadmap for an Energy Master Plan with the intent of having it approved by town meeting in spring 2017. The departments/committees are siloed in this town and we need to bring together people to work on the issue of energy consumption reduction issues. MB what is the goal of the Plan? Helping to reduce energy use town wide? EH everyone would not necessarily agree on climate change but will believe in cost reductions. BC over time as the committee moves away from the GC grants it creates a new avenue for the committee with the town. KT if anything it will get the townspeople together. The more people you get together the more ideas can come out. BC would like to have others besides the Energy Committee helping to write the plan or sections of the plan. MB discuss the objectives: what we've been working on the last few years will be a portion of the plan and we would want to increase the use of renewable energy. BC can do it many different ways. Should look at more towns to see what they have. KT moved to approve the creation of an Energy Master Plan. EH seconded with all voting in favor.
- b. **Discuss the process to create Plan and the next steps**  
Will take this up at the December work session. BC will initiate contact with boards/committees to introduce the topic via a memo to invite them to a meeting on January 25th. If no one comes to the meeting then we have to consider whether we should move forward with the Plan.

7. **Topics not reasonably expected by the chair 48 hours before the meeting:**  
Shopping for competitive supply web page: EH pointed out an article in the Globe about competitive supply. A portion of the bill is distribution and the cost of energy itself can be competitively contracted by towns. Competitive supply is now \$.10 where Unitil is locked in at \$.12239/kwh. The customer goes to the supplier and the supplier talks to Unitil about your account.
8. **Schedule Next Meeting:**
  - a. **Discuss next committee meeting date:** Dec 16<sup>th</sup> at 7pm
  - b. **Discuss date for launching introduction to the Plan for other town entities:** January 25<sup>th</sup>.
9. **Adjourn:** KT moved to adjourn at 9:25pm, MB Seconded with all in favor.

**All materials used in this meeting can be found in the files of the Land Use Dept.**

**Minutes taken and transcribed by Karen Chapman.**