



TEC

TOWNSEND ENERGY COMMITTEE

272 Main Street

Townsend, Massachusetts, MA 01469

Brent Carney, Chairman; Kathy Thompson, Vice-Chairman;
Michael Brown, Ph.D; Edward Hermann

**JANUARY 25, 2015
TOWNSEND ENERGY COMMITTEE
ROOM 2 - 7:00 PM
MEETING MINUTES**

1. **Call the meeting to order:** Chairman Carney called the meeting to order at 7:05pm. Present were Chairman Brent Carney (BC), Vice-Chairman Kathy Thompson (KT), Michael Brown (MB) and Ed Hermann (EH). Also present was Land Use Coordinator Karen Chapman and Selectman Cindy King.
2. **Approval of Meeting Minutes: 12/16/15:** KT moved to accept minutes as written. MB seconded with all voting in favor.
3. **Public Forum:** none.
4. **Update on Schools involvement in Green Communities**
 - a. **Meeting with stakeholders to discuss audit/projects moving forward:** KC has sent an email to Superintendent Landers to set a date to meet. Audits were completed at Spaulding and Hawthorne Brook schools by Guardian Energy Solutions. Some of these projects will be applied for in the competitive grants.
 - b. **Discrepancies in MEI for baseline year:** KC spoke to Kelly and she said we should check the actual bills to see if there was an error.
5. **Funding Requests for Departments:**
 - a. Recreation: Vote to redact 11/30/15 approval of \$5,289 for storm windows in the Annex building. MB moved to rescind the amount for storm windows voted at the 11/30/15 meeting in the amount of \$5,289. KT seconded with all voting in favor.
 - b. Recreation: Vote to approve \$1,866.15 for storm windows in the Annex. MB moved to approve \$1,866.15 to be use for storm windows in the Annex from the Green Communities funds. EH seconded with all voting in favor.
 - c. Recreation: Vote to approve \$2,500 for insulation of rim joist in crawl space of Annex: MB moved to approve \$2,500 for insulation in the crawl space of the

- Annex from the Green Communities funds. EH seconded with all voting in favor.
- d. Recreation: Vote to approve \$1,063.19 for new insulated exterior doors: MB moved to approve \$1,063.19 for three insulated exterior door for the Annex from the Green Communities funds. EH seconded with all voting in favor.
 - e. Recreation: Vote to approve \$420 for insulated foam board for back wall in Annex. MB moved to approve \$420 for insulated foam board for the back wall in the Annex. KT seconded with all voting in favor.
6. **Energy Master Plan Next Steps:** Last we talked we had ConsCom, FinCom, Planning Board, and Recycling attending. School representative was unavailable. Selectmen representative is Cindy King. Brent met with TA to let him know. BOS has to have buy-in to what we are doing. Simple plan not political with goal of saving money for the town and residents and energy efficiency with businesses, residents and town. More of a guiding document. Finding pieces of energy and rolling them all in together in a cohesive product. Make the process efficient of running the town. Have a vote at town meeting to approve the plan. There are areas we would like to address and would like a collaborative approach to how to pull these together and brainstorm. Discussed how the committee would be formed and what representation we have. Collaboration is the key component. Will put this on hold until we hear back from Cindy after she discusses with the Selectmen at their next meeting.
 7. **Update on Municipal Aggregation:** BC spoke to TA about public education being important to the RFP. RFP has been issued and bids are due back first week of February. EH may be able to attend for the bid opening.
 8. **Discuss Mission Statement of Energy Committee:** KC put together some mission statements from other towns for the committee to read and discuss at the next meeting.
 9. **Topics not reasonably expected by the chair 48 hours before the meeting:** none
 10. **Schedule Next Meeting:** March 9th
 11. **Adjourn:** MB moved to adjourn at 8:10pm. KT seconded with all voting in favor.

Minutes taken and transcribed by Karen Chapman

All information used in this meeting can be found in the Land Use Office files.