

Energy Steering Committee (ESC : Minutes of meeting on October 20, 2011
York Public Library.

Attendance: Wayne Boardman, Deborah McDermott, Zak Harding, Phyllis Newman, Hilary Clark, Paul McGowan, Stephen Kosacz, Victoria Simon, Ted Little, Peter Ashley.

Wayne Boardman called the meeting to order at 6:30 p.m.

1. The **minutes** of the September 15, 2011 meeting were approved as distributed. We will ask Susan Scott to publish our minutes on the Web page after they have been approved.

We all welcomed our new regular members; Hilary Clark and Paul McGowan, and our alternate members; Victoria Simon and Stephen Kosacz. Wayne clarified the status of alternate members. The ESC is now completely staffed- 5 voting members and 2 alternate members. Our alternate members were assured that their ideas, suggestions and full participation was welcomed and needed at every meeting. Alternate members can vote in the absence of one of the 5 regular members.

Wayne conducted a brief orientation and review for the new members and the entire committee which included the original action charge for the committee; the data gathering activity concerning the energy audit of the 15 Town buildings; the grant writing efforts; the MACTEC audit and report; and the status of the Request for Proposal which will be on the Board of Selectmen's agenda on Monday, October 24th, 2011. We will ask Susan Scott for an update of our budget which will include the \$10,000 grant received and the expenses incurred for the audits.

2. **Discussion of the RFP:** We reviewed how the projects for Phase 1 had been chosen. Our audit firm, MACTEC, gave us charts, data, and photos which documented the upgrades needed to reduce energy use and the carbon footprint for each of the buildings. The ESC picked the projects which would save the town the most money and give the quickest and easiest results for the approximately \$153,000 remaining in our ESC budget for the first 2 years.

We voted unanimously to submit the RFP including the plan for upgrades to the Library. Wayne will make the presentation to the Board of Selectmen. His remarks will emphasize that the upgrades will be a cost saving investment and that the ESC will work with the town on procuring grant funding. The ESC members will contact the Directors of the 5 buildings involved in the upgrades (Town Hall, Library, York Village Fires Station, York Beach Fire Station, and the Grant House) by Friday, Oct. 21st to make sure they know about the proposed upgrades.

3. **Police Station update:** Paul, Stephen, and Peter attended the Oct. 20th meeting of the Police Station Building Committee (BC). They shared information with the BC about 3 police stations' experiences with energy saving installations. The most interesting, Sonoma California Police Station, was a case study showing a 70% reduction in operating budget with the addition of a photovoltaic/microinverter array. A color copy of this was given to each Building Committee member by Peter Ashley. We decided that we should try to have another conversation with the BC. Wayne will contact Bob Reed to ask for a meeting that will include the architect.

4. **Capital Improvement Planning Committee(CIP) :** Deborah reported that Rob Yandow will give her advance notice of the next CIP meeting so that we can talk about having the third allocation of \$100,000 for the work of the ESC on the spring ballot.

5. **Chairmanship Discussion:** We agreed with Wayne's suggestion that he remain as Interim Chair through December to give our committee a chance to get acquainted, then start in January, 2012 with a new slate of officers. Ted will look into having the terms of our members "staggered" so that there will not be a complete turnover in June, 2012.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted: Phyllis Newman

The next meeting is scheduled for Thursday, Nov. 17, 2011 at 6:30 at the York Public Library.

(Minutes approved Nov.17,2011)