Commissioners Present: 
Chairman Rich Ogurick, David Gavin, Peter Takizawa and Carol Wilson

Commissioners Absent: 
Walter Gayeski, Paul Michalowski and Joseph Nesdale

Staff Present: 
George Noewatne, Operations Manager for the Public Works/Engineering Department; Frank Biancur, District Maintenance Foreman for the Education Department; Vincent Masciana, Director of Management Services for the Education Department

Others Present: 
Tim White, Town Council liaison (arrived at 8:45 p.m.)

I. CALL TO ORDER

Chairman Ogurick called the meeting to order at 7:04 p.m.

II. DETERMINATION OF QUORUM

A quorum was present for this meeting.

III. PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

IV. APPROVAL OF MINUTES

A. February 22, 2010 – Regular Meeting

MOTION by Carol Wilson to accept the February 22, 2010 Energy Commission regular as submitted. SECONDED by Peter Takizawa.

VOTE: In Favor – Gavin, Ogurick, Takizawa and Wilson 
Opposed – none

The motion passes 4 – 0.
V. COMMUNICATIONS

There were no communications to the Energy Commission.

VI. OLD BUSINESS

A. Energy Management Projects

1) Community Pool – subcommittee update

Mr. Gavin reported that the Community Pool Subcommittee’s energy analysis of the proposals for a pool enclosure at the Community Pool was completed by the March 15th deadline. In addition, a 40-year life cycle analysis was done on the 3 options for the pool (Open Aire, KBE Building Corporation and the existing, which was used as a baseline). There will be a meeting on April 8th to finalize the report to the Town Council. A meeting between the Town Council and Pool Subcommittee will likely be scheduled for the end of April. The Town is still planning to have a referendum question on the ballots regarding the Community Pool in November 2010.

2) Cheshire Public Library – status of energy upgrades

Mr. Noewatne stated that there has been no additional work done on the energy upgrades at the Cheshire Public Library; approximately 50% of the suggestions have been done to date and as the budget allows, additional items will be worked on.

3) 30% by 2015 – proposal to Town Council; baseline

Chairman Ogurick stated that there was nothing new to report on the Federal Guidelines of 30% by 2015 being adopted in Cheshire.

4) Energy Efficiency & Conservation Block Grant (EECBG) projects

Mr. Noewatne and Mr. Biancur, as well as other members of the Education Department, met last Thursday, March 25th with a representative from CL & P to discuss the ground rules for the EECBG grant and reviewed the proposed projects to determine what, if any, rebates are available. As part of the grant rules, the Town has 2 years, until June 2012, to spend the $108,000 that was awarded to Cheshire. Also, the Town has to “buy American”, if available, for all products related to the grant projects.

a) Computer time management software

There was no update available on the computer time management upgrades at Highland School. Mike Papa is currently gathering information for the expansion to the other schools for the computer equipment time management software that is proposed as part of the EECBG projects, of which $12,000 has been allocated.
b) TV monitor controls

Mr. Noewatne noted that he has spoken with a representative from CL & P about the upcoming EECBG projects, including the TV monitor controls, vending machine controls and lighting upgrades for the auditorium lighting at Cheshire High School and the rebates that may be available. He has been told by CL & P that there may be an option to apply some of the rebates, retroactively, for the first stages of the projects that were done last year, before the grant.

c) Vending machine controls

This item was reviewed with item b, above.

d) CHS auditorium lighting

Mr. Biancur stated that he has been meeting with florescent and LED lighting representatives regarding upgrading the auditorium lighting at Cheshire High School. Chairman Ogurick commented that he and the Commission would like to know what it is going to be bought, before it is actually purchased. Mr. Gavin added that he is available to help with the evaluations of lighting choices. Mr. Biancur noted that a committee will be formed to review the options for the auditorium lighting.

Mr. Masciana noted that at the March 25th meeting with CL & P; they were told that CL & P may have rebates available, up to 40%.

e) Street lighting retrofits – LED trial

Commissioners commented that this item involved parking lot and driveway lighting and was not related to the CL & P street lights in Town. Mr. Noewatne stated that he was still working on purchasing the initial 4 LED lights that the Energy Commission wanted to purchase.

Mr. Biancur noted that there are 35 poles in the parking lots and around the property at Cheshire High School, some single and some double light poles, in addition to a number of lights on the exterior of the building. It was noted that the Town Hall and the schools have most of their exterior lights automatically turned off at 11:00 p.m. but the exterior lights are on all night at the Police Headquarters. Mr. Biancur will have all the light poles and exterior light fixtures counted at each of the schools.

f) Subsidize 150 Home Energy Solutions audits

One quarter of the $108,000 EECBG funds is to be allocated to subsidize Home Energy Solutions audits for Cheshire residents. During a March 23rd meeting with CL & P, they offered to put an additional $50.00 toward the home audits, so that there would be no cost to Cheshire residents because the remaining $25.00 fee would be paid out of the grant funds. The
additional discount from CL & P will only be good until May 31st, 2010. A copy of a draft letter has been distributed by Chairman Ogurick, which will be mailed out by CL & P to Cheshire residents.

Initially, the Commissioners wanted to offer these discounted home energy audits to Cheshire residents on a limited income. In talking with CL & P it was determined that these residents would qualify for a free energy audit under CL & P’s “wrap” program. Based on information obtained by the Tax Assessor’s office, CL & P will be doing a mailing to all Cheshire residents that receive tax abatements due to limited income to alert them to this program.

After some discussion, Commissioners agreed that the discounted / free home energy audits should be offered to all Cheshire residents on a first come, first served basis to the first 200 residents that sign up. Chairman Ogurick noted that CL & P will pay the cost of the postage and printing to send out this mailing.

Commissioners talked about having a display on the home energy audits at the Earth Day event at the Cheshire Public Library that is scheduled for April 17th. If there is not a good response from the mailing by CL & P, information could be added to the Public Access channel.

Commissioners also mentioned that there will be some matching funds available for suggested projects by the auditors, for the homeowners, that will average $100 per home. The home energy audits have a value of over $700.

g) RFP for town-wide ESPC project

Mr. Noewatne reported that he had received the draft proposal on Friday, March 26th from Celtic Energy for the 6 town buildings the Energy Commission had selected. He will have to provide some basic information about the buildings back to Celtic Energy to finalize an RFP draft. Mr. Gavin stated that he would like to see what Celtic Energy is proposing.

B. Benchmarking

1) Energy Star Portfolio Manager – status of data entry

Mr. Noewatne spent some time exploring the Town’s Energy Star Portfolio Manager site and the data it contains with Commissioners and guests. Chairman Ogurick commented that this site could be an important tool for the Town and it is important to get it caught up and keep it caught up.
2) Web site and log-in info:
http://www.energystar.gov/index.cfm?c=evaluate_performance.bus_portfoliomanager; user name: Cheshireps; password: Cheshirect

Chairman Ogurick encouraged Commission members to check out the Energy Star Portfolio Manager web site when they have a moment.

C. Publicity / Education / Outreach

1) CEC web page (http://www.cheshireenergycommission.org) – Google site; updates

Mr. Takizawa noted that he has purchased both the domain name www.cheshireenergycommission.com and www.cheshireenergycommission.org and that the two sites are linked together to contain the same information. Chairman Ogurick asked to have the CL & P WRAP program information added to the Energy Commission web site.

2) News articles and letters to the editor

There were no new articles discussed at this meeting.

3) Earth Day events – 4/17/10 at the Cheshire Public Library

Ms. Wilson stated that an Earth Day event will be held at the Cheshire Public Library on April 17th from 10 a.m. until 12 p.m. She has arranged for an event that will be open to Kindergarten through 6th grade students to attend with their parents. There will be different stations to stop by that have different energy elements (conservation, energy storage, lighting efficiency, etc.). Ms. Wilson suggested getting Smart Living information for parents and having someone at the event to sign up residents for clean energy. Ms. Wilson stated that she will need the help of other Commissioners to make this event a possibility and has asked for help in gathering handouts and promoting the event. Chairman Ogurick stated that Rebecca Meyer from CL & P will be at the event to hand out information.

Mr. Masciana stated that if Ms. Wilson e-mailed him the information for the event, he would pass it along to the elementary schools. Ms. Wilson added that Ramona Harten, the Library Director, will have a display up to promote the event in the library and will have a display the day of the event regarding the PV panels on the library roof.

D. Clean Energy

1) 20% by 2010 Campaign – report status to CCEF; additional clean energy purchases to reach goal (Cheshire Public Library, Norton School)
There has been no change in the number of clean energy sign ups for Cheshire. Chairman Ogurick stated that additional Town building signups are needed to reach the 20% by 2010 goal. Commissioners had suggested, at their last meeting, adding the Cheshire Public Library and Norton School to the list of Town buildings that are purchasing clean energy. Mr. Noewatne stated that the application is done for the Cheshire Public Library and that Greg Gibbons, of the Education Department, would be signing up Norton School.

2) 5 kW solar system at library – performance update

Chairman Ogurick gave an update on the energy generated over the past 15 months as a result of the solar system on the Cheshire Public Library roof. As of today, 7,900 kilowatt hours have been generated, the equivalent of 54,906 TV hours or powering 61 computers for 1 year.

E. PBC Projects

1) Dodd Food Service upgrades – Energy Star equipment

Mr. Noewatne reported that the Dodd Middle School Food Service upgrade project original bids came in over the projected amount of the project so the upgrade project has gone out for re-bids with a scaled down version of the project, including less appliance upgrades. The revised bids are due back by April 7th. Mr. Noewatne noted that the architect for the project is talking to CL & P about rebate opportunities.

F. Grants, Rebates & Utility Programs

1. Community Energy Savings Project (a.k.a. Neighbor to Neighbor Energy Challenge) – Cheshire commitment; grant submitted to DOE on 12/14/09 – approval delayed

Chairman Ogurick reported that a response for the Community Energy Savings Project grant application has been delayed at least another month.

G. CL & P Energy Reliability Program

CL & P tree trimming crews continue to work sporadically around Town in an effort to enhance the energy reliability in Cheshire.

VII. NEW BUSINESS

Mr. Masciana stated that Scott Smith of Energy Education stopped by to give him a presentation today regarding his proposal to create a part time energy manager position and create a checklist
for the school buildings. Energy Education has suggested that the savings that could be generated with the help of a part time energy manager would off set the costs of the new position. Mr. Masciana has shared the information left by Mr. Smith of Energy Education with Chairman Ogurick.

VIII. ADJOURNMENT

**MOTION** by Dave Gavin to adjourn the Energy Commission meeting at 8:51 p.m.; SECONDED by Carol Wilson.

**VOTE:** In Favor – Gavin, Ogurick, Takizawa and Wilson

Opposed – none

The motion passes 4 – 0.

Respectfully submitted:

Tracey M. Kozlowski
Recording Secretary