Commissioners Present:
Chairman Rich Ogurick, David Gavin (departed at 7:28 p.m. and returned at 8:45 p.m.), Paul Michalowski, Peter Takizawa (departed at 7:35 p.m.) and Carol Wilson

Commissioners Absent:
None

Staff Present:
Frank Biancur, District Maintenance Foreman for the Education Department (departed at 8:15 p.m.)

Others Present:
Tim White, Town Council Liaison, Joan Szechtman of Cheshire (departed at 9:20 p.m.) and Walter Gayeski of 600 Redstone Drive; Mike Nelson of VanGuard Lighting (departed at 7:40 p.m.); Denis Rioux of BL Companies (arrived at 7:25 p.m. and departed at 8:10 p.m.)

I. CALL TO ORDER
Chairman Ogurick called the meeting to order at 7:00 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. November 30, 2009 – Regular Meeting

MOTION by Dave Gavin to accept the November 30, 2009 Energy Commission regular with the corrections noted below. SECONDED by Carol Wilson.

Corrections to the November 30, 2009 meeting minutes: Page 1 in the heading, the meeting should be noted as a regular meeting not a special meeting; Chairman Ogurick noted that items Old Business, F2 and New Business A are both the same program, on the November 30th Energy Commission agenda.
VOTE: In Favor – Gavin, Michalowski, Ogurick, Takizawa and Wilson
Opposed – none

The motion passes 5 – 0.

V. COMMUNICATIONS

There were no communications to the Energy Commission.

VI. OLD BUSINESS

A. Energy Management Projects

1) Community Pool – new subcommittee studying two finalists; historical
energy consumption being reviewed by Commissioner Gavin; report on first
meeting 1/20/10

Mr. Gavin commented that he left this meeting of the Energy Commission to
attend a Public Building Commission meeting regarding the Community Pool
Subcommittee. The Subcommittee is studying the two finalists, Open Aire and
KBE Building Corporation. Chairman Ogurick commented that there is nobody
with energy expertise with these two firms. Councilman White stated that he has
asked the newly formed Subcommittee to do a life cycle cost analysis on both
proposals.

Chairman Ogurick commented that energy efficiency and indoor air quality
should be the key things to address when considering new enclosure options for
the Community Pool.

Mr. Gavin noted that tonight’s PBC meeting was to formalize the Public Building
Commission Subcommittee; February 10th a meeting is scheduled with the 2
companies where questions will be submitted by the Subcommittee. On January
31st, the Subcommittee will be taking a bus tour to the Milford YMCA and the
Jewish Community Center in Hartford. Mr. Gavin commented that more user
information and input is needed on the Subcommittee.

2) Cheshire Public Library – status of energy upgrades

There were no status updates available regarding the energy upgrades at the
Cheshire Public Library from the Public Works department.

3) Highland School– computer and TV time management

Mr. Biancur stated that Mike Papa is still working on the numbers for the
computer and television time management software to determine the savings
that has occurred since the programs were installed. Chairman Ogurick suggested using a Kilowatt meter to evaluate the energy consumption change.

The purchase of additional timers and software licenses has been included in the Stimulus Grant application so that these energy saving projects can be expanded to the other schools.

4) Vending Miser / Snack Miser vending machine controls

Mr. Biancur stated that the 2 Vending Misers (one for Highland School and one for Cheshire High School) have been working well and have shown a significant savings to the schools involved. The purchase of 21 more Vending Misers, to expand to all vending machines in the school buildings, has been included in the Stimulus Grant application.

5) 30% by 2015 – proposal to Town Council; make part of Town Manager's goals?

Chairman Ogurick stated that a Town Council resolution would be needed to accept the Federal Guidelines of 30% by 2015 in Cheshire. The calculations would use the oldest full calendar year of data as a baseline, from the Energy Star Portfolio Manager program, to monitor the Town’s progress. The program calls for the Town by 2015 to achieve a 30% energy consumption reduction.

6) Municipal lighting issues – LED trial

Mike Nelson of VanGuard Lighting was present to speak with the Commission about LED lighting alternatives. VanGuard Lighting represents 85 lighting manufacturers. Mr. Nelson brought in a sample LED parking lot / streetlight for Commissioners to see. He explained that it is very easy to install and will last 100,000 hours or approximately 30 to 40 years. The light unit is fully recyclable. There are rebates through local utility companies for up to 50% of LED lighting costs. Depending on the wattage that is chosen, the streetlight units range from $500 to $2000 each.

Mr. Biancur mentioned that there are approximately (15) 200-watt lights in the front parking lot of Cheshire High School. Mr. Nelson talked about “step down” wattage during late night hours to help save energy. Commissioners thought LED parking lot lights would be great ideas, giving priority to the Town Hall, Cheshire Public Library and Cheshire High School lots due to the high visibility.

Mr. Michalowski commented that he spoke with George Noewatne on December 3rd about Fred Herzman’s letter from earlier in the year. He was told that Mr. Noewatne had spoken with Mr. Herzman and the Public Works Department is working on Mr. Herzman’s list of suggestions this winter.
Mr. Biancur informed the Energy Commission that lighting upgrades are underway for the Cheshire High School football field. A new 3-phase system is being installed and the same type of lighting will be used. Mr. Biancur commented that he has been told it will be cheaper to run the new lighting even with the same wattage and existing lamps. The upgrade is a result of more electricity being needed for the lamps. There are two separate meters that monitor the electricity for the football field. Commissioners asked Mr. Biancur to bring the historical energy consumption for the 2 meters to the next Energy Commission meeting.

Mr. Michalowski will contact Mr. Noewatne to determine if the LED parking lot lights that the Energy Commission authorized the purchase of at their September 4th meeting had been ordered yet.

7) Daylight Controls Practicum

Mr. Gayeski talked about a seminar he attended that was held at Northeast Utilities regarding how to turn off and on lights without building occupants noticing using daylight instead. He stated that he had copies of the Power Point presentations that were made at the seminar, if any Commissioners were interested in reviewing.

8) Performance contracting revisited – meeting with Celtic Energy; RFP for 4 to 6 buildings

Councilman White stated that Town Manager Milone is now having some serious discussion on performance contracting for an energy savings program for Cheshire. There is $25,769 included in the Stimulus Grant application to develop a RFP for performance contracting related to an energy savings program. Celtic Energy has agreed to provide guidance in writing the RFP. Initially the Town Manager would like to start with 4 or 6 Town buildings. Chairman Ogurick commented that it was nice to see some positive progress being made on performance contracting.

B. Benchmarking

1) Energy Star Portfolio Manager – status of data entry

Chairman Ogurick stated that he was on the Town's Energy Star Portfolio Manager site and reviewed some of the information he found with the Commissioners. He noted that other than the Community Pool, the Cheshire Public Library and Cheshire Police Headquarters consume the most energy for Town buildings. Cheshire High School and Highland School consume the most energy for school buildings in Town.
Councilman White commented that he energy numbers would be helpful in the Operating Budget discussions that will be happening in March.

Chairman Ogurick noted that the Energy Commission advocates for the removal of the electric heat from Cheshire High School and suggests that it be replaced with hydronic units.

2) Web site and log-in info:
   http://www.energystar.gov/index.cfm?c=evaluate_performance.bus_portfoliomanager; username: Cheshireps; password: Cheshirect

C. Publicity / Education / Outreach

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

Chairman Ogurick commented that Energy Commission page that is now being hosted by Google looks great.

2) News articles and letters to the editor

Mr. Michalowski shared recent articles with Commissioners from the Record Journal entitled, “Council Signs on to Energy Project for Community Energy Savings Project” and “Hearings on Bubble Vendors – Officials Will Take a Longer Look at Two Bubble Plans”.

D. Clean Energy

1) 20% by 2010 Campaign – report status to CCEF; make additional clean energy purchases to reach goal

Chairman Ogurick stated that additional Town building signups are needed to reach the 20% by 2010 goal. Commissioners suggested adding the Cheshire Public Library and Norton School to the list of Town buildings that are purchasing clean energy. Chairman Ogurick stated that he would reply to the Connecticut Clean Energy Fund regarding the status of clean energy purchases in Cheshire.

Chairman Ogurick noted that Cheshire currently has 319 points from 298 clean energy customers in the 20% by 2010 Campaign.
2) CTCleanEnergyOptions – signup rate decrease

Chairman Ogurick stated that there have been 2 sign ups in the last two months, a drastic sign up decrease for clean energy, which has been reflected across the State.

3) 5 kW solar system at library – performance update

Chairman Ogurick gave an update on the energy generated over the past 13 months as a result of the solar system on the Cheshire Public Library roof. As of today, 6,906 kilowatt hours have been generated, the equivalent of 48,000 TV hours or powering 53 computers for 1 year.

4) 1 kW solar system – need host; expand system at Library?

Chairman Ogurick has confirmed that Cheshire needs to earn a minimum of a 2 kW PV solar system before plans for installation can proceed otherwise the Town would be responsible for paying for the installation of a single kW system.

5) Ross Solar Group – free solar seminar

Mr. Gavin stated that he e-mailed Commission members the web page for Ross Solar Group today, for their review. Ross Solar Group is a certified solar panel installer for businesses and residential.

E. PBC Projects

1) Dodd Food Service upgrades – Energy Star equipment

Mr. Rioux of BL Companies was present to talk to the Energy Commission regarding the Dodd Middle School Food Service upgrade project, at the request of the Public Building Commission. Mr. Rioux explained that the existing freezer is located in the basement of Dodd Middle School and needs to be replaced. This project will allow for the freezer to be moved to the main floor of the building but out on the current loading dock as well as the cooler. Also as part of this project the kitchen and serving area will be re-arranged and the washing machine and dryer will be moved and replaced with Energy Star products.

The loading dock will have a snow melting heating grid installed that will run on approximately 1 kilowatt of electricity. The freezer and coolers units will be energy efficient and heavily insulated units. Chairman Ogurick commented that they should be the most energy efficient freezer and cooler that can be purchased.
Councilman White asked Mr. Rioux if he thought the energy consumption would increase or decrease as a result of the unit change? Mr. Rioux replied he believed it would decrease.

Construction is likely to happen this Summer. The project will call for the re-installation of the existing T-8 lights in the kitchen. Chairman Ogurick talked about energy efficiency lighting and possible rebate opportunities with CL & P or the Connecticut Clean Energy Fund for new lighting.

**MOTION** by Paul Michalowski that the Energy Commission has reviewed the plans prepared by BL Companies and agreed that the proposed project appears to be acceptable and should move forward. SECONDED by Carol Wilson.

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

Opposed – none

The motion passes 4 – 0.

**F. Grants, Rebates & Utility Programs**

1. Energy Efficiency & Conservation Block Grant (EECBG) Program – application

The Energy Efficiency & Conservation Block Grant (EECBG) Program application was submitted and re-submitted after some revisions.

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

Chairman Ogurick stated that Cheshire is one of 14 communities that signed a letter of intent to participate in the Community Energy Savings Project to help with energy efficiency projects on a residential level. He is hopeful that Cheshire could receive up to $3 million from this program; approvals are supposed to be announced in mid March.

**G. CL & P Energy Reliability Program**

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

**VII. NEW BUSINESS**
A. Resignations

Chairman Ogurick informed the Commissioners that Lou Cohen and Clive Scorey have resigned from the Energy Commission since its last meeting, both due to work commitments. He also noted that a replacement for Mr. Scorey’s seat on the Public Building Commission, on behalf of the Energy Commission, will also need to be filled.

B. Election of Officers

Commissioners discussed their options for the election of officers for the Energy Commission.

**MOTION** by Dave Gavin to re-elect Rich Ogurick to Chairman of the Energy Commission and re-elect Carol Wilson to Vice Chairman of the Energy Commission and elect Paul Michalowski as Secretary of the Energy Commission. **SECONDED** by Peter Takizawa.

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

The motion passes 5 – 0.

C. Conflict of Interest

The Town’s Conflict of Interest Ordinance was reviewed by the Energy Commission, which members received via e-mail. Commissioners acknowledged that if a conflict arises they would bring it to the attention of the proper authorities.

D. 2010 Meeting Dates

**MOTION** by Paul Michalowski to approve the 2010 meeting dates as presented for the Energy Commission. **SECONDED** by Dave Gavin.

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

The motion passes 5 – 0.

E. Power Point Energy

This topic was not discussed at tonight’s Energy Commission meeting.
F. CCEF Geothermal Heat Pump Incentive Program

Commissioners commented that Geothermal Heat Pumps should be looked into for the Community Pool as well as Solar Thermal.

G. DEP wants to know about your Earth Day events

Ms. Wilson suggested that an event be planned for the schools but it was determined that Earth Day, April 22\textsuperscript{nd}, occurs during April vacation. Mr. Michalowski will contact Ramona Harten, the Director of the Cheshire Public Library, to possibly arrange for an Earth Day event. Mr. Michalowski and Ms. Wilson will be working together to come up with some ideas.

VIII. ADJOURNMENT

MOTION by Dave Gavin to adjourn the Energy Commission meeting at 9:25 p.m.; SECONDED by Carol Wilson.

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

The motion passes 4 – 0.

Respectfully submitted:

Tracey M. Kozlowski
Recording Secretary