

Meeting Minutes
Master Plan
Energy Subcommittee
05/03/2018
3:00PM
Planning Conference Room

1) Welcome and Introductions

The meeting was called to order at 3:08PM and introductions were made. Members in attendance included: Paul O'Brien, Jim Nupp, Jeff Ouellette, Susan Fuller, Bruce McCracken, Elissa Paquette, P&D Director Matt Sullivan

2) Review of 04/11/2018 Meeting Minutes

The notes of the 04/11/2018 meeting were reviewed.

3) Discussion 2012 Community Energy Plan (What worked? What was implemented? What improvements could be made?)

Paul O'Brien asked the group to discuss what was implemented from the 2012 Energy Plan and what 'worked' from a procedural perspective.

Jim Nupp noted that conservation was chosen as the focus of the plan as that was thought to be the most achievable approach in conversations with the Energy Committee and Nancy Hirschberg specifically.

Paul O'Brien asked if the plan created meaningful impacts. Paul noted that for example, tracking of municipal energy usage is happening, but there is no management of it.

Elissa Paquette asked if the data that has been collected should be analyzed as part of the process.

Jeff Ouellette offered that this is about accountability in that there needs to be an individual responsible for the goals

Paul O'Brien asked if an Energy Manager, as recommended by the previous plan, is the solution. Should Department Heads be managing their energy usage individually.

Susan Fuller offered that it is difficult for Department Heads to focus on energy when they're 'wearing many hats'.

The group agreed that an Energy Manager may be needed to monitor trends and ensure that energy best management practices are implanted in projects.

Matt Sullivan asked if a facilities manager and energy manager could be combined into one position.

The group discussed the need for community facilitated design in municipal projects in order to ensure that the final product is reflective of what the community wants. The recent Library project was cited as an example where energy usage and best management practices may not have been completely integrated early in the process.

The group noted that the Public Safety Building planning/design process must include considerations for energy and that there should be policies in place for all new construction that we at least maintain but try to reduce energy use regardless of potential expansion.

The group discussed the ability and feasibility of taking energy savings from municipal facilities and placing them in a capital reserve account that could be used for energy upgrades. It was noted that 'buy-in' from Department Heads is needed. Specifically, some type of incentive should be provided to ensure that energy becomes a priority.

The group agreed that Energy considerations should be included in CIP in some form. Matt Sullivan suggested adding a field that addresses whether energy is considered in the projects that are proposed.

4) Energy Conservation Discussion (Identification of Initiatives/Programs/Grants)

The group discussed existing energy conservation programs such as Energize 360.

Susan Fuller noted that alternative utilizations of Reg-E funds are worth exploring.

The group suggested adding a recommendation for Energy Fairs/Forums with Brewster Academy as a potential resource/partner. The Energy Committee could explore this issue.

Paul O'Brien described the MassSave program in detail and discussed that there may be an opportunity to partner with GALA for lightbulbs installation (donation of lightbulbs – i.e. MassSave).

The group agreed that a Wolfeboro-specific program could be created that is modeled off of MassSaves.

The members agreed that the Selectmen should designate a representative to the Energy Committee. Paul O'Brien offered to serve in this capacity.

5) Next Steps

The next meeting will focus on co-generation and take place on 05/24/2018 at 3:30PM

6) Adjournment

Meeting Adjourned at 5:30PM