

**TOWN OF WINDHAM
ENERGY COMMISSION**
Minutes of Monday August 11, 2014

Call to Order: The Chair called the meeting to order at 6:04 PM. Those present were: Jean de Smet - Chair, Elizabeth Ostwald, Grace Adams, and Alex Girshick; Corey Krohn arrived at 6:30 PM. Guests included Erin O'Neill and Addison Weinstein of Next Step Living, and Richard Madrak. Later Mellissa Everett with Clean Water Action Network. Also present was James Finger as staff.

Citizens and Delegations - None

Minutes: Liz Ostwald made a motion to accept the minutes of June 9, 2014 as corrected, and Alex Girshick seconded the motion; all present voted in favor and the minutes were approved.

TOPICS:

- NSL Updates about outreach, including Thermal Imaging Project, HES, Ductless mini-splits; HES-IE; OEEB; Sagewell;
- Presentation by Rick Madrak on Alternative Fuels possibility for Windham
- Micro-Grid update
- Clean Energy Communities update Benchmarking/Institute of Sustainable Energy
- Possible uses of Bright Idea Grants, and potential use of Community Innovations grant
- Community Consensus Building with Melissa Everett from Clean Water Action
- EV Charging Station Electric Charging Station grant
- RSIP Stakeholder Update;
- New Homeowner Performance-Based Incentive (HOPBI)

Next Step Living (NSL) The Chair invited Erin O'Neill to update the Commission on their progress to date. Erin provided the following:

Highlights:

- Since March, 2014 NSL has generated over 100 HES leads in Windham; 55 have scheduled
- Since March, 2014 NSL has generated 271 Ductless mini-splits (DMS) leads
- 196 DMS Leads (72% of total DMS leads generated) have already scheduled their appointment
- 95 DMS assessments have been completed since March
- 19 DMS contracts have been signed since March; 18 have been signed in July or August
- Collectively, the households who have taken action in Town of Windham has saved an estimated total of \$4,677.25 per year
- Residents in the town of Windham have reduced greenhouse gas emissions by 24.77 metric tons -that's like taking 5.2 passenger vehicles off the road for an entire year

NEXT STEPS

In the coming months, NSL will continue outreach within Windham to expand energy savings impact, and will work with the Windham High School with their SEED afterschool programming this month. This would provide additional outreach opportunities and fundraising for school needs and projects, and possibly Solar Outreach Programming. Given the success of DMS campaign, Erin explained that it may be worth considering another solar outreach mailer/workshop/canvass for the fall.

Erin added that the Sagewell/Astrum Solar commitment with the Town would no longer be in place - but the access to the Thermal imaging should still be available. The Chair asked if NSL needed the Energy Commission involved in this. Erin explained that they are working with Bill Stover, and they will be finalizing the planning of activities for students with his staff, and will keep the Commission informed of their progress. James asked to be copied on their communications so he will be informed.

Possible uses of Bright Idea Grant, and potential use of Community Innovations Grant

The Chair briefed the Commission on the use of the remaining funds in the Community Innovation Program grant. She explained that she sent them a proposal that Mellissa Everett suggested for an awards ceremony for past participants, but CEFIA did not like the idea; so she is working on revising the proposal to address their concerns, and several eligible items were discussed. James asked if it would be possible to buy the Kill-o-watt devices to put on loan in the public Library for residents to borrow - as few people would need them for long term use.

Alternative Fuels for Windham Water Pollution Control Facility Mr. Richard Madrak made a presentation via power-point to the Commission, with his idea to create a new company, potentially called "Windham Fuels," which would turn waste Fats, Oil and Grease (FOG) into bio-fuels to be used in the town of Windham and WRTD diesel vehicles.

Windham Fuels would be a Wastewater Resource Recovery Company serving the Windham region. After processing FOG recovered by the Windham Water Pollution Control Authority (WPCA), Windham Fuels could supply 300,000 gallons of Carbon Neutral ASTM Certified Bio-Diesel. This would save money in disposal costs for WPCA, potentially increase the intake capacity, and thereby increase the revenue to WPCA, create jobs, save the town/WRTD/School buses money in fuel costs, as well as possibly becoming a source of inexpensive heating fuel. Additional Environmental benefits would be in greenhouse gas reduction, better management of FOGs, and providing health benefits to the community by replacing polluting diesel with clean fuel..

FOG is collected from restaurants and skimmed from the clarifiers and settling pits at WPCA. The proposal would automate the skimming of the FOG, and process the FOG into clean fuel. Mr. Madrak explained that the technology is ready now.

Mr. Madrak explained that the financial arrangements are open and flexible. Options include: complete ownership by the town; or by a non-profit agency in the town; or a private/public partnership, with some private financing and town purchase of the product.

Next steps: letter of intent to participate from Windham and WPCA; finalize location for Plant; develop Term Sheet with Contract particulars; finalize long term Feedstock supply and Fuel Off-Take agreement.

Micro-Grid - Corey Krohn said that the Micro-Grid Committee meets every two weeks, and will be working on an RFP for the project, and will be sending it out to bidders soon.

Community Consensus Building Melissa Everett, CT Energy Program Manager of the Clean Water Action/ Clean Water Fund reviewed the previous month's discussion and refined the self-assessment form. Other discussion focused on possibilities and what resources were needed & available; and the benefits, and time factors. Also discussed were:

- choosing priority projects for next three months through the next year
- choosing priority projects when ready
- choosing who would be needed for support, and what role they would play, and relationship building,
- choosing what messages are needed to galvanize support in the community
- Finally, what should be included in the written plan

Electric Vehicle Charging Station: The Chair briefed the members about the grant award from the State for an Electric Vehicle Charging Station, but said she would be looking into another grant for municipalities that just announced to see if it would be more advantageous for the Town. The Town could use its various bonus points and credits to pay for part of the cost; the question is where should they go.

Other business:

James mentioned the handouts on RSIP Stakeholder Update, and one for New Homeowner Performance-Based Incentive (HOPBI). Given the late hour, the Chair skipped discussion, and said the Commission would meet again in two weeks on August 25, 2014.

Adjourned: The meeting adjourned at approximately 8:45 PM

Respectfully submitted by James Finger