

## Energy Committee Meeting Minutes

Special Meeting 9/26/16

Present: Tim Walter, Conrad Liebenow, Stephen Bushway

Meeting convened at 7:00 PM

Discussion of resources to help draft the ERP (Energy Reduction Plan). Tim moves that Conrad draft a proposal recommending Bales Energy Associates to present to the Select Board at their 9/27 meeting.

Next meeting is scheduled for 10/19.

Motion to adjourn by SB, seconded by CL.

Meeting adjourned at 7:47 PM

Attachment 1: Recommendation as presented to Select Board 9/27/2016

## Attachment 1

### **Plainfield Energy Committee Recommendation to Select Board - September 27, 2016**

The Energy Committee requests that the Select Board approve spending \$2,600 from Plainfield's Direct Energy Solar (DES) SolarizePAB Town Donation Account for engineering services to support development of the Energy Reduction Plan (ERP) for the Town's Green Community Application. The Committee voted at a Sept 26 special meeting to recommend acceptance of the attached proposal from Bales Energy Associates, dated Sept 23, 2016.

#### **Bales Proposal Summary**

Bales Energy Associates proposes to provide preliminary energy advising services in support of the town's development of a Green Communities Energy Reduction Plan. Services will be provided to develop a target measure of potentially applicable measures for reducing energy use in the five buildings listed below.

#### **Proposed Services**

- Walk-through site visits to the five (5) buildings listed
- Development of target measure lists of measures potentially applicable to each building
- Preliminary estimates of energy savings and rough costs associated with each measure
- Provision of target measure information in a brief technical memorandum and a summary table of projected savings and costs

#### **Task and Payment Schedule**

<b>Task</b>	<b>Date Completed</b>	<b>% Due</b>	<b>Amount Due</b>
Site visit completed	Oct 5	30%	\$780
Technical Memorandum Delivered	Nov 1	60%	\$1,560
Closeout Conference Call & Final Client Acceptance	TBD	10%	\$260
<b>Total</b>		<b>100%</b>	<b>\$2,600</b>

#### **Energy Reduction Plan Summary**

The ERP is Criterion 3 of the Green Community Designation Application, presenting a plan to reduce energy use by 20% within 5 years. The plan must identify specific Energy Conservation Measures (ECMs) with projected reductions to obtain a 15% reduction with supporting audits and/or calculations for these measures. The Plainfield plan will consist of the following resources:

- Bales Technical Memorandum to document proposed building weatherization and heating equipment upgrades
- World Energy Audit report proposing lighting upgrades based upon Aug 3 MassSave sponsored audit.
- Expected assistance from UMass Clean Energy Extension Service to help organize the above into a 5 year plan.

**DES SolarizePAB Gift Funds**

DES has made a donation of \$5,800 to Plainfield as our share of the promised \$150 incentive per PV system contracted during the SolarizePAB program. A cover letter accompanying the check specified the funds are “to be used for municipal energy efficiency, conservation, and/or alternative energy purposes, as recommended by the Plainfield Energy Committee”. M.G.L. Ch. 44 Section 53A provides that gifts to the town with a stipulated purpose are to be held in a separate account and disbursed with approval of the Select Board without further appropriation.

*Submitted by: Tim Walter-chair, Conrad Liebenow, Steve Bushway*