

Minutes
Chester Clean Energy Team
March 12, 2018

Members: Pat Woomer, Sandy Prisloe*, Rick Holloway, Peter Harding,
Ed Meehan, Lauren Gister* (ex officio) (*= not in attendance)

Guests: None

The E-Team meeting was called to order at 9:08 a.m.

Audience of Citizens — None

Approval of minutes. Minutes of the Special Meeting on November 30, 2017 to discuss streetlight program status will be distributed later for approval at the April meeting.

Action: Pat

Minutes of the meeting on February 12 were approved.

Review of Tanko Phase 1 Post-Construction Summary

#Lauren to provide Pat with the actual cost figures.

Pat will distribute the 80 page report received from Tanko. He continues to expedite the Eversource (ES) inventory for closeout.

The spare fixtures and lamps are at Red Thread. Pat will obtain a list of these fixtures so that the town has a record. When Sandy returns, we will develop a centralized data base of all streetlights.

There are 4 open maintenance requests. ES has not yet powered the light on Straits Road. Is Tanko expediting this? Red Thread has been submitting bills to the town with no explanation of work done.

The E-Team recommends setting aside funds made available by the energy savings in order to finance Maintenance, replacement, and contingencies. The town's one-year maintenance contract with Tanko ends in April. (See discussion in the February 12 minutes.) Lauren has been asked to determine through CCM if there are alternatives to the Tanko maintenance proposal. Either Pat or Lauren will determine whether Red Thread would enter into a maintenance contract directly with Chester.

Update on Phase 2 retrofit of post-top lamps.

Rick continues to explore what alternative lamps could be provided for the Maple Street parking lot. He will obtain details about the dark skies retrofit kit offered by Heritage Metal (who now manufactures the Scofield lamps). He requested an evaluation of various options with John Schroeder of the Main Street project committee, including both the Tanko-provided fixtures and the fixtures in the Laurel Hill parking lot.

CES Contract Status

We continue to await information from Greenskies. Lauren provided them the name of local tree contractors. Tree work at the Elementary School is scheduled during the Spring vacation. Lauren and Ed will inquire what company will be performing this work.

The E-Team recommends that the existing Aegis system be removed from CES as the proposed Greenskies replacements will generate more power. Pat will determine if the Greenskies replacements can be the 365 kW panels. Pat will talk to Aegis to obtain a quote for moving the system to the Fire House which has a flat roof. It is suspected that this is the most cost-

effective use of the Aegis system; Payback would be in the order of 7 years vs. 10 years if installed on the east side of the town hall because of mounting requirements. We need to determine which state agency needs to be notified of the move, because the Clean Energy Communities program has been discontinued. Ed is to determine if small system ZRECs will still be easy to obtain; the existing ZREC will expire in April.

Energy Team accomplishments and numbers (EPA Summary input).

The list of accomplishments still needs to be reviewed by the E-Team.

Rick and Sandy met to streamline reporting of energy data. They recommend that reports only need to be produced annually or semi-annually, and should be limited to a few significant accounts. Data should continue to be entered into the EPA Portfolio Manager (EPA PM) database as this is accessible to all. They are creating new "buildings" to enable ES to enter data directly into PM. Electric energy from solar will still need to be entered manually. Rick will reformat the spreadsheet used by the Finance department to enable faster entry of water and fuel oil data into the EPA PM.

Request from PoCD for E-Team info (Hartford Climate Action Plan)

Pat will provide a revised copy of the draft Municipal Action Plan generated under the Technical Assistance program to the PoCD committee. It was agreed that this document provided a useful framework, but was far too wordy to be practical. It needs to be edited and shortened.

Discussion of the future role of the E-Team and confirmation of the need to incorporate a sustainability chapter into the POCD. The E-Team will continue to concentrate on energy matters and as such will function as a sub-group of a larger sustainability group. There is a need for someone to head up a sustainability team.

Energy Team website update

Modification of this site to be discussed further in April. No changes will be made until the sustainability program has been developed.

Meeting House update

Two quotes have been obtained for removal of the obsolete underground oil storage tank. Rick expects removal in April/May. There are no cost-effective energy modifications anticipated at this time.

Open Action Items -- see next page.

Adjournment: 10:30 AM

Next meeting is presently scheduled for 9:00 AM Monday, April 9, 2018, but may be rescheduled a week later as both Rick and Sandy will not be available until the 16th.

R.P. Holloway

Open Action items (Note: # indicates an action item carried over from a previous meeting)

~~# Peter will examine why the ductless mini-split condenser is located inside the Firehouse. [It was probably because the roof was unfinished at the time unit~~

~~was installed. Cost to revise probably not worth the summer energy savings. We may evaluate this later.] deleted 3/12/18~~

- # Fire Chief will obtain specific quotes for replacement of the Firehouse boilers.
- # Pat will inquire what Region 4 is doing to follow electrical costs.
- # ~~Rick will request that Sharon Echtman add columns for the supplier, the rate, and the expiration date to the spreadsheet showing monthly electrical usages and costs . [per minutes of March 13, 2017 meeting, we recommended staying with Eversource as supplier until major changes in town have been completed. We will revisit this in October.]~~ Complete pending confirmation that ES will fill this data.
- # Ed will draft a letter for Lauren to send to CT Water Co to see if they have any interest in partnering for a PV installation on their property near High Meadow Road. [this is complex because the Water Company is a public utility.]
- # Energy Star Certification: will be addressed at a future meeting.
- # Lauren is looking into reports on an old Small Cities Grant which was apparently never completely used up. The manager of Cherry Hill complex wants to use this towards needed upgrades there. It is possible that there is enough left in the grant to permit energy efficiency upgrades by other Chester residents as well.
 - # Lauren will have an electrician deactivate the discontinued light on Waterhouse Ln.
 - # Lauren will ask what other towns in the CCM have done about the cost of moving existing fixtures to new poles as they are replaced by Eversource. Lauren will also determine from Dave Racke (Eversource) the criteria for pole replacement. If Eversource maintains a spreadsheet for this, can Chester receive a copy?
 - # Lauren will investigate lighting for the Town parking lot on Water Street and whether this can be included in the lease arrangement for the building which is presently being negotiated.
 - # Lauren will ask Public Works to evaluate how many wooden poles need to be replaced (at Town Hall and in the Maple Street parking lot).
 - # Members of the E-Team need to review the list of accomplishments and provide data on actual or expected energy reductions. The list needs to be divided into appropriate categories.