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Cc:

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#### CLEAN ENERGY TASK FORCE MINUTES

December 3, 2008

#### REGULAR MEETING

The meeting was called to order at 6:38 p.m. in the Main Meeting Room of Simsbury Town Hall. The following members were present: Lori Fernand, Patrick Boeshans, Susan Van Kleef and Jim Ray. Also in attendance was Selectman John Hampton who arrived at approximately 6:45 p.m. Chairman Boeshans indicated that we should rotate among us who would do the minutes each time. Commissioner Ray volunteered to do the minutes for this meeting.

1. APPROVE THE REGULAR MEETING MINUTES OF NOVEMBER 12, 2008.

Discussion among all initially about the Opel, Inc presentation for further clarity and understanding. Chairman Boeshans then requested a motion to approve the regular meeting minutes of November 12, 2008. Commissioner Fernand made the motion to approve the minutes as written and Commissioner Van Kleef seconded the motion. Minutes were unanimously approved.

2. REVIEW OF ACTIONABLE ITEMS FROM THE PREVIOUS MEETING.

Commissioner Van Kleef updated the task force on actionable items that had progressed from the previous meeting through her contacts with various organizations. The Simsbury Land Trust indicated that although the clean energy initiatives were in general related to their purpose, they were not specifically related to their mission. As such, they did not feel it was appropriate to provide clean energy information to their membership. Farmington River Watershed Association indicated that it would discuss it at their next board meeting and advise accordingly. The Keep the Woods organization agreed they would provide the information through their channels when received. Contacts within individual schools within the Simsbury school district were still being pursued. The contact with the high school had been made and would be worked through their Eco Club and a like resource may be found within the Middle Schools. Commissioner Fernand volunteered to see if she could help identify a source there.

As a need for all the marketing efforts, the CETF members agreed they still needed to finalize what would be provided. Commissioner Van Kleef

indicated that in her discussion with the Connecticut Clean Energy Fund that they were willing to tailor the Clean Energy Options sign-up form for Simsbury. A general discussion among all members led to suggested changes to the general form. Commissioner Van Kleeef will use these suggestions to put together a draft update to the form and send out to all members for review before sending it to the Connecticut Clean Energy Fund for making a final production copy. Once this Simsbury specific form is available, Chairman Boeshans indicated he had already secured an in-kind donation source to make copies.

In addition to the form, Chairman Boeshans indicated he was working on a set of talking points that could be used by all members as well as a press release directly related to Simsbury's program to utilize 20% clean energy by the year 2010. The initial press release will be used with the Simsbury Post (Brian Woodman P.O.C.). Selectman Hampton indicated that Brandon Robertson was also working on a similar press release that would be emphasizing the efforts already on-going and planned. Chairman Boeshans will share his press release with Brandon Robertson when completed. It was also agreed that when each of these CETF products were finalized for distribution, they would be put up on the Town website. Selectman Hampton agreed to coordinate the addition to the website for the task force. The question was asked whether a 'Clean Energy' button could be added to the website home page to direct people directly to the information. Selectman Hampton indicated he thought that could be done and would address that when the rest of material is ready.

### 3. STATUS UPATE OF SIMSBURY'S CLEAN ENERGY PURCHASES

Selectman Hampton indicated that Simsbury had a one year contract with TransMedia but still has to buy the clean energy credits. An effort for that was underway using what Avon had done as a model. Brandon Robertson has provided a draft of the Request for Proposal to Selectman Hampton and he agreed to send an electronic copy of it to Chairman Boeshans for sharing with the task force. The effort is thus underway but still has several actions to complete the process. Continuing status will be provided for future task force meetings.

### 4. CLEAN ENERGY DISPLAY AT THE SIMSBURY LIBRARY

Selectman Hampton indicated that he had a discussion with Sue Bullock of the library and there would be no issue in having a display there. The task force will just will need to coordinate it with her for the time period. Commissioner Fernand will make that contact and determine the type of display as well as perhaps having identification of eco friendly books at the library as part of the display. The library will also distribute the Clean Energy Options sign up form when available.

### 5. UPDATE ON OPEL, INC PROPOSAL PROCESS

Chairman Boeshans indicated that Opel, Inc had contacted him requesting the age of the schools and also the age of the roofs to be able to finalize their proposal. Selectman Hampton indicated that Rich Sawitzke can provide that information. Chairman Boeshans will get the information for Opel and should have their proposal in time for the next task force meeting. Chairman Boeshans indicated that he had also had a presentation from Sun Edison, but they were interested in much larger projects than the type that Simsbury was interested in pursuing. Opel also was recognized as a Connecticut based firm and had shown real interest in putting together a Power Purchase Agreement (PPA) proposal for consideration.

#### 6. IDENTIFICATION OF ONGOING AND NEW ACTIONABLE ITEMS

Chairman Boeshans indicated the CETF proposed resolution in support of the EPA Community Energy Challenge approved at the 29 October meeting had not been acted on as yet by the Board of Selectman due to other pressing matters. He expected that it would come before the Board before the end of the year and he would inform the task force of any action on it.

Commissioner Fernand had printed off the list of Simsbury clubs and organizations from the town website for the task force to review and determine which ones would likely help publicize the clean energy effort. The list was circulated among the members present to sign up for contacting the likely groups. Commissioner Fernand will send out a listing of the clubs/organizations and the CETF contact person before the next meeting.

It was acknowledged that Carol Kruse had resigned her membership with the CETF. Chairman Boeshans encouraged each member to think about some others who they felt would be good additions to the task force not only to replace Carol but also possibly increase the membership as there is not any given restriction on the number of members.

A general discussion was held in regard to using Simsbury CTV for publicity. Once the updated form and other information is added to the town website, the scrolling information page could be used to provide basic information with referral to the town website for further details. It was agreed that two likely sources for providing information would be through First Selectman Mary Glassman's State of the Town program and Greenbean Magazine done by Jill Paterson. Commissioner Fernand will contact Jill Paterson to check interest and likely time schedules and Selectman Hampton will coordinate it for the State of the Town presentation. Commissioner Fernand also will contact the two Clean Energy Fund options, Sterling Planet and Community Energy, to see if they would be willing to participate in a program also.

It was noted that Simsbury currently has 158 residents (2.1%) who have signed up for clean energy as tracked on the Connecticut Clean Energy Fund

website. It was agreed that as part of the Simsbury town web site that tracking information in the form of a graph or bar chart will be good to have this information shared as part of the local information.

#### 7. NEXT MEETING/FUTURE MEETINGS CALENDER

Chairman Boeshans indicated that we had been requested to identify some meetings in advance to allow for planning for the meeting space. As such, the following meeting dates were identified. Next meeting to be held December 17th at 6:30 p.m. Commissioner Fernand will invite Beth Byron of the Clean Energy Fund to the next meeting to talk about their marketing efforts. Future meetings were identified after that for January 7th and 21st, February 4th and 18th and March 4th.

#### 8. ADJOURNMENT

Commissioner Ray motioned to adjourn the meeting at approximately 7:50 p.m. The motion was seconded by Chairman Boeshans and unanimously approved.