

From: Susan Mazurski January 30, 2009 1:20:08 PM
Subject: Clean Energy Task Force Minutes 12/17/2008 APPROVED
To: SimsburyCT_EnergyMin
Cc:

CLEAN ENERGY TASK FORCE MINUTES
December 17, 2008
REGULAR MEETING

The meeting was called to order at 6:35 p.m. in the Meeting Room 103 of Simsbury Town Hall. The following members were present: Patrick Boeshans, Susan Van Kleef and Jim Ray. Member Al Weisbrich subsequently arrived later at approximately 7:50 p.m. Commissioner Ray volunteered to do the minutes for this meeting.

1. PRESENTATION BY BETH PIGGUSH FROM THE CONNECTICUT CLEAN ENERGY FUND

The meeting agenda was changed to immediately start with the presentation from Beth Piggush (860-257-2882, beth.piggush@ctcleanenergy.com). Ms. Piggush provided handouts on the Community Innovations Grants Program, the CT Clean Energy Communities Program and the sign-up form for the CT Clean Energy Options. Following introductions and some background information from all the members, Ms. Piggush indicated that there was a recent change that would affect our Task Force activities, that is, the announcement that the allocated funds for the commercial solar systems under the program were already oversubscribed, based on the pending applications that had been received by their office. A general discussion evolved as to the Task Force's efforts to get a proposal from Opel, Inc and was generally concluded that the work should continue to be in place for potential future funding. In regard to the CT Clean Energy Communities Program, it was determined that the current on-going steps had not changed, but there were some modifications in the performance based incentive area, e.g. a change to a minimum system size of clean energy of 4 kW. Ms. Piggush indicated that a typical residential solar PV system was on the order of \$8,000 per kW installed and the typical size of the system was 6 to 7 kW. The 4 kW minimum had been set so there would be a more economical and practical system versus the previous sized demonstration systems. In regard to the Community Innovations Grants Program, Ms. Piggush emphasized the need to get our application in for the \$4,000 Microgrant program as soon as possible as the funding was also limited within this program. In discussion of the Task Force's activity to provide a Simsbury introduction for the CT Clean Energy Options sign up form, Ms. Piggush indicated that would not now be possible as they had decided to use a generic template to

tailor these for each town where all they would use would be the town's seal. When asked how soon we could get forms with the Simsbury seal, she said it was not determined as they had not completed their template, so we should continue to use the form from the CT Clean Energy website. It was also indicated that the rates for both Sterling Planet and Community Energy were changing as of January 1st, so revised forms would be available on their website with these new rates approximately mid-January.

Following the overview of these specific handouts, a general discussion was held in regard to the Task Force members clarity in regard as to how the funding is made available for the CT Clean Energy Fund, liaisons with like organizations, education initiatives, state legislative activity, task force administrative requirements for local grants, community rebate programs offered by Sterling Planet/Community Energy, leasing versus buying solar PV systems, other community activities, Hartford Science Center display, and other CT Clean Energy Fund sponsored programs. Much of the information discussed can be found in more detail through the CT Clean Energy Fund website and many of the associated organization websites. Thus in lieu of detailed information for the minutes, highlights from the discussions and links to associated websites are provided for the minutes.

- a. Ms. Piggush indicated that the funding shortfall for the purchase of solar PV systems did not affect the funding available for the similar leasing program. Details of this program are found on www.ctsolarlease.com.
- b. One of the CT Clean Energy supported programs supports education through Eastern Connecticut State University with their Institute for Sustainable Energy. Details of their program can be found on nutmeg.easternct.edu/sustainenergy.
- c. A good source of general green energy information can be found on www.green-energy-news.com.
- d. Following getting all the steps taken care of for Simsbury for the CT Clean Energy Communities Program, a webinar will set up for the Task Force members that will provide details of the grant administrative process.
- e. CT Clean Energy Fund can provide materials in support of a specific community event. The Task Force should provide at least two weeks notice to obtain these in time for the event.
- f. The CT Clean Energy Fund works closely with the Connecticut Innovations and the Connecticut Energy Efficiency Fund. More details for each are on their websites, www.ctinnovations.com and www.ctsavesenergy.org.
- g. Information on the exhibit, Smart Energy, at the Hartford Science Center can be located via www.ctsciencecenter.org/E_cleanenergy.php
- h. State of Connecticut initiative to help promote conservation of energy through their One Thing program can be found on:

www.onethingct.com.

i. For the CT Clean Energy Sign Up form, it was clarified that the information in regard to the current utility billing information is not necessary as long as the correct billing name and signature are used. This will help facilitate direct sign-ups at a given event.

j. Several approved grant projects have used free compact fluorescent light bulbs as an incentive for signing up for the clean energy options. A sponsored source for these bulbs is the Energy Saving Outlet in Collinsville. Information about their products can be found on www.techniart.com.

k. In the Clean Energy Fund website where Community Innovations Grants Examples are described, it was clarified that even these show individuals/groups directly, all were administered through their respective town Energy Task Force. As such, the Simsbury Task Force would need to handle any grant applications and provide for the required reporting to the Clean Energy Fund.

l. It was suggested that several community activities were being scheduled next year around Earth Day (April 22nd). General information on Earth Day can be found at: www.earthday.net.

m. One initiative used for saving energy was done by the West Hartford schools where a competition was held among their schools to which one could save the most energy. Information on this program can be found at: www.whps.org/conservationchallenge.

n. Some additional discussion was held in regard to West Hartford and their website for their clean energy efforts. Thus for potential ideas for the Simsbury website, West Hartford's is: www.west-hartford.com/Government/CleanEnergy.htm.

o. Chairman Boeshans asked Ms. Piggush how she describes the energy options sign up to people in regard to the concept of using the solar and wind energy for their electricity. The analogy she uses is that you are not buying the electrons but the attributes.

p. General questions on how the Clean Energy Fund receives funding indicated that the majority comes from the utilities but distribution still is tied to the legislature. Discussion among the members was that it would be good to discuss the clean energy initiatives with and/or invite to a meeting Simsbury's representatives, Linda Schofield and Kevin Witkos.

2. REVIEW AND APPROVAL OF MINUTES OF DECEMBER 3, 2008

Chairman Boeshans requested a motion to approve the regular meeting minutes of December 3, 2008. Commissioner Van Kleef made the motion to approve the minutes as written and Commissioner Ray seconded the motion. Minutes were unanimously approved.

3. REVIEW OF ACTIONABLE ITEMS FROM THE PREVIOUS MEETING

Commissioner Van Kleeef had provided a draft for a Simsbury version of the Clean Energy Options form, but after the discussion with Ms. Piggush, that effort is not viable any more as the Clean Energy Fund will be using a standard template now with just the town's seal. Chairman Boeshans indicated he already had a digital version of the Simsbury seal and would send that on to Ms. Piggush. A further possibility was discussed where the Simsbury specific information could just be added to the back of the form which would enable providing the related Simsbury information.

Commissioner Van Kleeef indicated that she had attempted contact with Sue Bullock at the library but had not been successful yet. She will continue that to determine the possible dates that a display could be done including the possibility to correspond with Earth Day in April. Commissioner Van Kleeef indicated that she had not gotten any contacts yet with the other Simsbury schools and would continue that with the help of Commissioner Fernand

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

Commissioner Ray indicated he had contacted the Rotary Club and they expressed interest in both information that could be used in their newsletter and a presentation. He also had contacted the Simsbury Newcomers Club which does not have a forum for a presentation, but indicated they could put something into their newsletter. As such, the marketing information will need to be expanded to include a standard type newsletter information sheet and some powerpoint type presentation material. Commissioner Boeshans indicated that the Clean Energy Fund had some presentation material we could use.

4. MARKETING KIT UPDATE/RESIDENTIAL FOCUS

Chairman Boeshans indicated that when he was researching what other press releases had been done by other towns, he found out that the Clean Energy Fund had been the source for them. As such, he will work with Ms. Piggush to complete this effort.

Chairman Boeshans indicated that he is still working on the talking points.

A general discussion was held on what we would do for the Simsbury Town website. Based on Ms. Piggush's indication that the West Hartford clean energy website was good, this will be one example used. Will plan to have simple page with a large button or link to the clean energy options form. Also will need a similar clear link on the home page that provides a direct link to the clean energy page.

5. UPDATE ON POWER PURCHASE AGREEMENT PROPOSAL PROCESS

As agreed in the earlier discussion, the effort to keep the proposal process moving will be sustained.

Chairman Boeshans indicated that Opel, Inc had indicated that from satellite aerial photos, they had determined that either the Simsbury High School, Central School or Latimer Lane all had favorable sites for a solar installation. Opel had now requested to do an on-site review to include going on the roofs to be able to finalize their recommendations. Chairman Boeshans will coordinate that effort through the town.

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. Since this is needed to complete the necessary steps, he will confirm with Selectman John Hampton that it will be on the next agenda.

Chairman Boeshans indicated that the other item still need was the clean energy purchases. He will follow up with Selectman John Hampton and Brandon Robertson for this.

Chairman Boeshans indicated that he will add the needs for a newsletter type article and a presentation for the Task Force use to his current efforts for the marketing information.

Chairman Boeshans indicated that Commissioner Fernand is filling out the grant forms for the Clean Energy Fund Microgrant program so we can get them submitted as soon as possible.

Chairman Boeshans indicated that he had received a letter from the town requesting information about the Task Force's accomplishments and goals to put into the Simsbury Annual Report. He indicated he would start working that up.

Commissioner Ray indicated that he had talked to Sherese Hughes about the

opening in the Task Force membership with the resignation of Carol Kruse. It was agreed that Ms. Hughes looked like a very good fit for the Task Force based on her background and interest. Commissioner Ray will contact her to have her send a letter to the town to initiate the formal process. Since the Task Force is not limited to total membership, efforts to seek additional members will continue. Commissioner Boeshans indicated that he felt he had a contact that would be a good addition and will pursue their interest.

7. NEXT MEETING/FUTURE MEETINGS CALENDER

Chairman Boeshans indicated that the next meeting will be held on January 7th at 6:30 p.m. and will again be back in the Main Meeting Room. Commissioner Ray indicated that he will be out of town for the next meeting. Future meetings identified after that are January 21st, February 4th and 18th and March 4th.

8. ADJOURNMENT

Commissioner Weisbrich motioned to adjourn the meeting at approximately 8:40 p.m. The motion was seconded by Commissioner Van Kleef and unanimously approved.