

ENERGY COMMITTEE
SPECIAL MEETING
TOWN OF SOUTH WINDSOR

Minutes

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March 27, 2018

Madden Room – South Windsor Town Hall

1. Call Meeting to Order

The meeting was called to order at 4:38 p.m.

2. Roll Call

Members Present: Larry Brown, Resident
 Hank Cullinane, Resident
 Robert Dickinson, Resident
 Mike Gantick, Director of Public Works
 Anitha Ramasamy, Resident
 Councilor Janice Snyder, Town Council
 Sherman Tarr, Resident
 Stephen Wagner, Resident

Members Absent:

Councilor Jeffrey Glickman, Town Council
Councilor Mary Justine Hockenberry, Town Council
Patrick Hankard, Board of Education
Athena Loukellis, Resident
Richard Stahr, Board of Education

3. Approval of Minutes (February 13, 2018)

Councilor Snyder made a motion to approve the minutes of February 13, 2018.
Mr. Cullinane seconded the motion; and it was approved, unanimously.

4. Next Meeting

The next Energy Committee meeting is scheduled for Tuesday, April 17, 2018, at 4:30 p.m. in the Madden Room.

ITEM:

5. Business

B. Sustainable Communities Program

- a. Committee
- b. Role of Energy Committee

Chairman Wagner stated that he would be representing the Energy Committee on the Sustainable CT Committee that was established. There are certain actions that need to be taken, as shown in attached **Exhibit A**, and the Town is awarded points for different actions that are complete.

Deputy Mayor Paterna came forward and explained that an open forum for all Boards and Commissions would be held on April 30th. This forum will allow Board and Commission members to review the actions and inform the Committee which actions they will be responsible for or any actions that have been taken within the past five years. All actions will be added to the achieved actions and will be submitted.

Councilor Snyder reviewed different actions that would pertain to the Energy Committee and explained further that this program is not run by the state or federal government. There are a lot of items that South Windsor already does. When achieved actions are submitted, they are then graded, and based on the grade, they are given certain points. There are presently fifteen Towns that have already signed up for this program.

Committee members discussed the different actions on the list that the Energy Committee could take. Mr. Cullinane felt it would be a good idea to list the actions that have already been taken by the Energy Committee and then review the list of items to see which actions would most benefit the Town. A procedure will be discussed at the April 30th Kick Off Meeting.

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ITEM:

5. Business

A. State and National Policy Changes

- a. 2018 Rebates
- b. 2018 Federal Spending Bill

Mr. Cullinane reviewed a program for residential and commercial heating rebates, as shown in attached **Exhibit B**. There are approximately 40 programs available. Mr. Cullinane stated that contractors should be informing their customers about the different programs available. The idea of this program is to enable residents to get more efficient items at a lower cost. A flyer regarding these rebates should be sent out with the tax bills and could be put onto the website.

C. Solar on Town Facilities

- a. Police Station Solar Carport Referral from Council
- b. Available Grants
- c. Status LED Streetlight savings
- d. Original council Resolution for Use LED Savings for Energy Projects
- e. Recommendation to Council

Committee members discussed different grants available for energy projects. Chairperson Wagner will meet with the Town Manager to discuss the Neighborhood Assistance Act. Committee members then discussed using the savings from the LED Streetlights towards the establishment of a solar carport. The Committee discussed further getting a price for the carport, getting a price for the solar, sending out an RFI, and searching for a grant to construct the carport. Mr. Cullinane stated he would send the Committee a link for energy grants.

6. Miscellaneous

None

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ITEM:

7. Adjournment

At 5:32 p.m. Mr. Cullinane made a motion to adjourn the meeting. Mrs. Loukellis seconded the motion; and it was approved, unanimously.

Respectfully submitted,

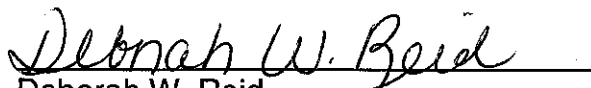

Deborah W. Reid
Clerk of the Council



Exhibit A

Master Action List

The Sustainable CT Master Action List may serve as a helpful resource as you track your progress towards certification. Actions for 2018 are broken down by the different ways you can achieve points in each action. Submission requirements and the length of time an action qualifies for eligibility (e.g. the lookback period) are also noted.

Actions	Sub-Actions	Submission Requirements	Lookback Period	Points	Status
4. Dynamic and Resilient Planning 4.1 Integrate Sustainability into Plan of Conservation and Development and Zoning	Review the POCD and adopt a revised POCD that includes the Hazard Mitigation Plan goals and at least three other sustainability concepts.	• A description of the review of current POCD for areas where Sustainability Concepts could be added. • A copy of Planning and Zoning Commission agenda and minutes where updates were discussed. • A copy of the agenda and minutes from the public hearing on the proposed changes. • A copy of the adopted, amended POCD, noting where updates required in this action were made.	The action must be completed within 10 years prior to application submission.	20	
	Review zoning regulations, and after community engagement, adopt revisions to incorporate at least 3 sustainability concepts.	• A description of the community engagement process. • A copy of the Planning and Zoning Commission agenda where such updates were discussed. • A copy of the agenda and minutes from the public hearing on the proposed changes. • A copy of the adopted, amended POCD, noting where updates required in this action were made.	The action must be completed within 10 years prior to application submission.	20	
	Revise the POCD or zoning regulations to integrate additional sustainability concepts.	• A copy of the Planning and Zoning Commission agenda where such updates were discussed. • A copy of the agenda and minutes from the public hearing on the proposed changes. • A copy of the adopted, amended POCD, noting where updates required in this action were made.	The action must be completed within 10 years prior to application submission.	5 points for each additional sustainability concept	
	Create an implementation guidance document for the revised POCD that integrates sustainability concepts.	• A copy of the adopted, amended POCD, noting where updates required in this action were made. • A copy of the adopted, amended POCD that includes the implementation guidance document.	The action must be completed within 10 years prior to application submission.	5	
	Develop sustainability checklists for zoning and building applicants that identify sustainable site plan design elements.	• A copy of the sustainability checklists.	Actions must have been completed within 3 years prior to application submission.	5	
4.2 Adapt Permitting Process to Promote Sustainable Development	Identify applications where expedited permitting is viable and amend zoning regulations to provide an as-of-right (Site Plan) approval process for projects that meet sustainable design standards.	• A copy of amended zoning regulations, noting where revisions were made to allow as-of-right uses that meet sustainable design standards.	Actions must have been completed within 3 years prior to application submission.	5	

Exhibit A

5.4 Support Zero Emission Vehicle Deployment	Establish or amend municipal policy for pre-application review.	• A copy of the written policy describing the pre-application review process.	Actions must have been completed within 3 years prior to application submission.	5	
	Review town processes for permitting and create a Development Review Manual.	• A copy of the Development Review Manual.	Actions must have been completed within 3 years prior to application submission.	5	
	Clarify the status of zero emission vehicle (ZEV) infrastructure within municipal regulations and host an educational workshop.	• Ordinance(s) or regulation(s) referencing inclusion or treatment of electric vehicle charging stations. • The title, date and short description of the workshop.	Electric vehicle charging station installations do not expire. All other elements require a proof of update prior to application submission.	5	
	Replace at least 5% of non-emergency passenger vehicles with ZEVs.	• Purchase receipts for zero emission fleet vehicles. • The number of total non-emergency fleet vehicles in municipality.	Electric vehicle charging station installations do not expire. All other elements require a proof of update prior to application submission.	5	
	Conduct an assessment of where ZEV charging infrastructure is needed in the community.	• A copy of the assessment.	Electric vehicle charging station installations do not expire. All other elements require a proof of update prior to application submission.	5	
6. Efficient Physical Infrastructure and Operations					
6.1 Benchmark and Track Energy Use	Host at least one electric vehicle charging station for public use on municipal property.	• Proof of an operational electric vehicle charging station on a municipal property.	Electric vehicle charging station installations do not expire. All other elements require a proof of update prior to application submission.	5	
	Track Energy Use in Municipal and Board of Education Buildings: Keep your ENERGYSSTAR Portfolio Manager, or equivalent third-party energy tracking management program account current within 6 months for 100% of municipal and Board of Education buildings, excluding wastewater treatment plants.	• Name and description of energy tracking program used (if not ENERGYSSTAR). • Proof of account updated within 6 months of submission.	Action must be completed within 6 months prior to application submission.	5	
	Track Energy Use of Wastewater Treatment Plants: Keep your ENERGYSSTAR Portfolio Manager, or equivalent third-party energy tracking management program account current within 6 months for your municipality's water or wastewater treatment plants.	• Name and description of energy tracking program used (if not ENERGYSSTAR). • Proof of account updated within 6 months of submission.	Action must be completed within 6 months prior to application submission.	5	
6.2 Reduce Energy Use Across All Municipal Buildings	Complete the Sustainable CT action: Benchmark and Track Energy Use.	• Proof of completion of the Benchmark and Track Energy Use action.			
	Choose an energy efficiency target.	• Benchmark data for the baseline year.	Proof of energy use reduction	Up to 50 points—10 points will be	

Exhibit A

	Achieve weighted energy use intensity reductions of at least 10% of overall municipal buildings as compared to the baseline year. Additional points will be awarded in 10% per 10 point intervals (maximum 50 points).	The energy use data for the most recent calendar year, calculating the percent change of energy use from established baseline.	The energy use data for the most recent calendar year, most recent, complete year for each time certification is sought.	Points given for every 10% reduction of energy use
6.3 Achieve High Energy Performance for Individual Buildings	<i>Achieve an Energy Efficiency Target in Buildings</i> Achieve a score of 87 or above for at least one municipal/Board of Education building in ENERGYSTAR Portfolio Manager and achieve Energy Star certification by the US EPA. OR Achieve LEED Silver certification for at least one municipal/Board of Education building. <i>Achieve an Energy Efficiency Target in Wastewater Treatment Plants:</i> Achieve measurable reductions in energy use for water or wastewater treatment facilities.	See below: - Proof of certification by EPA for each building included. Note: Buildings certified under EnergyStar Program must be current within 3 years to the year seeking certification). - OR Proof of LEED Silver status. - Energy use data as compared to the baseline year.	See below: - Buildings certified under EnergyStar Program must be current within 3 years prior to application submission. - LEED Silver (or greater) buildings can be submitted each time prior to application submission. - Water/wastewater reduction data must be updated and calculated to the more recent, complete year prior to application submission.	Up to 50 points 5 points per building Earn 10 points for each 10% reduction in water or wastewater treatment facilities in MMBtu per million gallons against a baseline year
6.4 Increase Use of Renewable Energy in Municipal Buildings	Purchase or install Class 1 clean energy sources to power municipal buildings (including Board of Education).	A completed calculator outlining renewable energy generation and/or procurement.	The renewable energy calculator must be completed each time certification is sought.	Up to 50 points 10 points will be given for every 10% use of renewable energy, up to 50%
6.5 Develop a Municipal Energy Plan	For the Municipal Energy Plan: Adopt an energy use reduction pledge, develop a plan to fulfill the energy use reduction pledge and formally adopt the Municipal Energy Plan.	- The energy use reduction pledge. - A copy of the Municipal Energy Plan. - Proof of adoption by a municipal process.	Municipal Energy Plan: 10 years prior to application submission on cycle with the POCD. Plan must be updated when it is time to recertify.	10

Exhibit A

	For the Residential and Business Energy Plan: Identify how the municipality will track energy use, calculate current energy use, adopt a target for energy use reduction, develop a plan to fulfill the pledge and formally adopt the Residential and Business Energy Plan.	• A description of how municipality will measure and track energy use. • Current residential and business sector energy use and renewable energy generation potential. • Energy use reduction target for residential and business sectors. • A copy of the Residential and Business Energy Plan. • Proof of formal municipal adoption.	Residential and Business Energy Plan is 10 years on a cycle with the POCD. Plan must be updated when it is time to recertify.	10
6.6 Manage Municipal Fleets	Inventory the existing fleet and complete and adopt a Municipal Fleet Improvement Strategy.	• A copy of the most recently completed fleet inventory. • A copy of the new fleet management strategy with necessary components included.	Inventory and strategy document must be updated prior to application submission.	10
6.7 Install Efficient Street Lights	If a utility company owns the street lights, initiate the conversion process with the utility.	• Documentation of utility-ownership of street lights. • Proof that representative initiated the conversion process with the utility. • Date when the conversion did (or will) occur.	Street lights will need to have been replaced within 5 years prior to application submission to receive full credit.	5
	If the municipality owns the streetlights, create a streetlight plan, inventory and needs assessment.	• A copy of the street light plan, inventory and needs assessment. • Proof of street light replacement (if street lights have been replaced in the last 5 years with or without a plan, credit will be given).	Street lights will need to have been replaced within 5 years prior to application submission to receive full credit.	15
6.8 Implement a Community Energy Campaign	Identify a target audience on which to focus your energy campaign. Design the campaign to educate the audience about energy efficiency and carry out the campaign.	• A description of the campaign's target audience and goal. • The outline of campaign and steps taken to achieve the campaign mission. • A description of how the audience was engaged throughout campaign and information about the number of participants and time period offered, impact (if possible), and lessons learned.	The community energy campaign must have been completed within 3 years prior to application submission.	5
7.8 Develop a Food Waste Reduction Campaign	Choose a target sector and implement or maintain an ongoing food waste reduction campaign in those sectors.	• Examples of outreach and educational materials used (flyers, articles, PowerPoint presentations, etc.). • A list of any campaign sponsored events or public meetings where the campaign was highlighted/discussed.	Each campaign must have been initiated or actively continued within 1 year prior to application submission.	10
8.3 Benchmark Energy and Water Use for Multifamily Housing	Develop and implement an educational campaign for owners of multifamily properties.	• Examples of materials used to engage in public outreach and education. • A list of educational forums and the dates they were held.	Public outreach activities must have occurred and the resource list must have been distributed within 3 years prior to application submission.	10
	Track multifamily buildings that have had their energy and water use benchmarked.	• For each building benchmarked, submit a document containing address of property, dates covered by benchmarking and the property owner(s) for the time benchmarked.	Buildings must have been benchmarked within 3 years prior to application submission.	5
10. Innovation Action				

Residential

Replacement Equipment Minimum Efficiency Levels / Instant Discount Schedule		
Eligible Equipment Type	Minimum Efficiency For Instant Discount	Instant Discount Per Unit
Natural Gas Warm Air Furnace ¹	ENERGY STAR ^{®2} certified 95% AFUE ³ or greater and AHRI Rated with Electronically Commutated Motor (ECM)	\$800
Oil Warm Air Furnace	ENERGY STAR certified 85% AFUE or greater and AHRI Rated with ECM	\$250
Propane Warm Air Furnace	ENERGY STAR certified 95% AFUE or greater and AHRI Rated with ECM	\$250
Natural Gas Boiler	ENERGY STAR certified 90% - 93.99% AFUE with Temperature Reset or Purge Control	\$450
	ENERGY STAR certified 94% AFUE or greater with Temperature Reset or Purge Control	\$750
Boiler Circulator Pump	Boiler circulator pump with Electronically Commutated Motor (ECM) installed on any fuel boiler	\$25

¹ Eligible natural gas furnace installation outside of Eversource and UI territory is only eligible for a \$550 instant discount.

Commercial

Minimum Efficiency Levels / Rebate Schedule

Equipment Type	Minimum Efficiency For Rebate	Incentive Amount
Condensing Gas Boilers* (outdoor temperature reset required) Hydronic boilers ONLY	Less than 300 Input MBH ¹ , AFUE ² must be 92% or greater 300 - 2,500 Input MBH, Thermal Efficiency must be 92% or greater	\$8 / Input MBH
Non-Condensing Gas Boilers* Hydronic boilers ONLY	Less than 300 Input MBH, AFUE must be 85% or greater 300 - 2,500 Input MBH, Thermal Efficiency must be 82% or greater	\$3 / Input MBH
Condensing Gas Furnaces	AFUE / Combustion Efficiency must be 92% or greater	\$4 / Input MBH
Condensing Gas Unit Heaters	Thermal Efficiency must be 90% or greater	\$2 / Input MBH
Gas Fired Absorption Heat Pumps (Eversource Only)	Heating Efficiency must be 100% or greater	\$500 / Ton
Natural Gas Infrared Radiant Heaters (low intensity)		
Up to 50,000 BTUh ³		\$500 / Unit
Greater than 50,000 BTUh up to 150,000 BTUh		\$550 / Unit
Greater than 150,000 BTUh up to 175,000 BTUh		\$650 / Unit
Greater than 175,000 BTUh		\$850 / Unit

* Steam boilers are not eligible for rebates. Please call 877-WISE USE for steam boiler rebates.

¹ MBH – Thousands of BTUs per hour

² AFUE – Annual Fuel Utilization Efficiency

³ BTUh – British Thermal Units per hour