



TOWN OF VERNON

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ENERGY IMPROVEMENT DISTRICT BOARD
14 Park Place, Third Floor, Vernon, Connecticut
APPROVED MEETING MINUTES
January 25, 2016 - 6:30 PM

1. **CALL TO ORDER** – A meeting of the Energy Improvement District was called to order by Chairman Jeffrey Boulrice at 6:30 pm. Members also present: Elizabeth Landry, Jason Ellis, Tom Aitkin. Members Absent: Elmar Alikhanov. Staff present: Town Administrator John D. Ward, WPCA Staff Liaison Steve Boske and Recording Secretary Leslie Campolongo.
2. **PRESENTATIONS** - There were no presentations.
3. **PENDING BUSINESS**
 - a. **Approval of Meeting Minutes – October 26, 2015.** Motion made by Mr. Ellis and seconded by Mr. Boulrice to approve the meeting minutes as presented. Motion carried unanimously.
4. **OLD BUSINESS**

From 10/26/15 Meeting - Motion made by Chairman Boulrice to “recommend Municipal Technical Assistance documents be completed for participation in the Clean Energies Communities program. Motion seconded by Mr. Ellis. Motion carried unanimously.

Discussion took place regarding Benchmarking, use of Bright Ideas grant funding and programmatic capabilities, and software tracking for energy consumption in town buildings. Discussion also took place regarding the Municipal Technical Assistance program, which is sponsored by Eversource.

Mr. Ward suggested that the EIDB coordinate a meeting with Vernon’s Bright Ideas representative to answer further questions and finalize details.

Discussion took place regarding the Municipal Technical Assistance Program (MTAP) and the assembling of “Green Team” membership. Mr. Boulrice advised the Board that the composing of the “Green Team” is the first step needed prior to any benchmarking studies taking place. Mr. Ward and Ms. Campolongo will “complete Green Team” paperwork. It was noted that Town staffing must be factored in as a consideration with regard to the MTAP oversight and data gathering.

Discussion took place regarding prior benchmarking studies and retro-commissioning related to the Vernon Schools. Ms. Landry suggested this data could serve as a possible launch point for action on previously benchmarked findings.

Mr. Ward provided status updates on several Energy Improvement projects taking place, which have been approved by the Town Council (solar farm and street lighting). Discussion took place. Mr. Boulrice anticipates that these projects will further qualify the town for additional Bright Ideas grant funding.

Mr. Boske also provided an update on the Phosphorus and Nitrogen removal upgrades planned for the Water Pollution Control facility, currently in the design-study phase. The study will take approximately one year.

5. NEW BUSINESS

a. Established Proposed Meeting dates for 2016

Motion #1 – Motion made by Mr. Boulrice, seconded by Mr. Aitkin to modify the EIDB meeting schedule to bi-monthly meetings. Motion carried unanimously.

Motion#2 – Motion made by Mr. Boulrice, seconded by Mr. Ellis to adopt the following bi-monthly meeting dates for the next calendar year. The location and time of the meetings will remain the same. Motion carried unanimously.

Bi-monthly Meeting Dates
March 28, 2016
May 23, 2016
July 25, 2016
September 26, 2016
November 28, 2016
January 23, 2017

b. **Promotion of Clean Energy Communities programs in Town** – Discussion took place regarding the promotion of various clean Energy programs (CPACE) and other programs that could benefit residents and businesses, as well as recent energy reduction measures undertaken by the town and businesses such as Scranton Motors. Discussion took place regarding an article written for the “Events” magazine and regarding participation in the town’s Public Works “Community Day” event, held in May. Ms. Campolongo will provide Mr. Boulrice deadlines for publications of the events magazine. Discussion also took place regarding ongoing mill projects, 19 Grove Street and the use of hydropower.

c. **Use of benchmarking funds** – as noted in Old Business #4.

d. **Green Team member update** - as noted in Old Business #4.

6. INFORMATIONAL ITEMS

- Green Energy Communities update (November 3, 2015) from Connecticut Green Bank

7. ADJOURNMENT

Motion made by Mr. Boulrice seconded by Mr. Aitkin to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:52 pm.

Respectfully Submitted,

Leslie S. Campolongo