



TOWN OF VERNON

OFFICE OF THE MAYOR

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ENERGY IMPROVEMENT DISTRICT BOARD

APPROVED REGULAR MEETING MINUTES

14 Park Place, 3rd Floor Town Hall

November 25, 2019 at 5:45 PM

Daniel A. Champagne
Mayor

Michael J. Purcaro
Town Administrator

Dawn R. Maselek
Assistant Town Administrator

1. **CALL TO ORDER** – Mr. Jeffrey Boulrice opened the meeting at 5:49 pm. Additional members present: Mark Summers, Tom Aitkin. Mr. Jason Ellis entered the meeting at 5:55 pm. Also present was Steve Boske, Assistant Director, Water Pollution Control, and Leslie Campolongo, Project Coordinator.

2. **PRESENTATION**

There were no presentations.

3. **BUSINESS**

a. **Approval of Special Meeting Minutes** – June 17, 2019. Mr. Summers moved to accept the Special Meeting minutes from June 17, 2019. Motion seconded by Mr. Boulrice. Motion carried unanimously.

b. **Approval of Scheduled Meeting Dates:** Mr. Boulrice motioned to accept the proposed dates and time for next calendar year's EIDB meetings as follows, with the meeting time remaining at 5:45 pm. Motion seconded by Mark Summers. Motion carried unanimously. Ms. Campolongo will post these meetings with the Town Clerk.

- i. March 23, 2020
- ii. May 18, 2020* (*Moved due to Memorial Day*)
- iii. July 27, 2020
- iv. September 23, 2020
- v. November 23, 2020
- vi. January 25, 2021

c. **Sustainable CT**

Application Update - Ms. Campolongo provided an update to Board, informing them that the Town has received 'Silver' level certification, the highest level possible, qualifying with 800 points. The Silver level only requires 400 points to achieve. Four equity Toolkits were submitted and three of them were approved. A formal ceremony will take place on December 3, 2019 at the CCM Convention.

Community Match Fund – Mr. Boulrice provided information regarding the Community Match Fund, which allows municipalities to support and fund sustainability projects in its community.

The program matches up to \$25,000, supporting projects with a total value of up to \$50,000. The partnership is with ioby ("in our backyards"), a non-profit civic oriented crowdfunding platform to run the match and support fundraising. Ms. Campolongo added that the Town has met with key department heads to discuss potential community match projects. Mr. Summers expressed that it would be good to benchmark 'waste stream reduction' and 'composting gain' and how it correlates to our tipping fees, and then publish these statistics.

d. **Solar Power Project Update** – Ms. Campolongo provided an update on behalf of Town Administrator Purcaro on these two solar projects

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- i. Canopies – Repaving of parking lot at Police Station and Center road includes wiring/conduit for solar canopies. Discussion is taking place regarding ZREC credits and existing solar contracts.
 - ii. 10 kW array – Discussion is ongoing regarding size and location of the array. Potential is to combine the earned 10kW array with additional arrays to make a larger, more productive unit. EIDB offered the following suggestions for locations: Transfer Station, Schools, and expanding existing arrays in town such as Annex, Sr. Center, and Maintenance Garage.
 - e. **Town of Vernon and Board of Education Energy Accounts** – Mr. Aitkin provided an update regarding the gathering of electric and gas accounts to assist in the benchmarking process. He is still working with Finance to identify meter locations that connect with account numbers. Several Board of Education accounts still need to be identified. Ms. Campolongo has reviewed the list and will work with Mr. Aitkin to complete missing information.
 - f. **Municipal Energy Reduction Plan** – Mr. Boulrice discussed the Municipal Energy reduction plan and is encouraged that
 - g. **Discussion**
 - i. **Ordinance 292 and the role of the EIDB** - Mr. Boulrice led the Board in discussing proposed changes to Ordinance 292. Discussion took place. Proposed amendments are as follows:
 - **Section 2: Definitions**
 - a. PROPOSED MOTION:
 - i. *Add term “benchmarking” – and define as “a method that includes periodic review of a building or facility’s energy consumption based on sq. footage, with the goal of improving performance.”*
 - **Section 3: Board**
 - a. PROPOSED MOTION:
 - i. *Reduce the number of voting members from 6 to 5 throughout the ordinance.*
 - **Section 4: Powers and Duties of the Board**
 - i. *Section 11 – Amend language to include: “,by obtaining and examining records of the town’s utility use including electric, oil, gas, water and solar, for the purpose of benchmarking and improving Vernon’s utility usage. Benchmarking findings and recommendations will be provided to Town Administration.”*
- Motion made by Mr. Ellis and seconded by Mr. Aitkin. Motion carried unanimously.
- NEW:**
- i. **Section 14** – Additional language to read: *“The Energy Improvement District and Energy Improvement District Board shall provide information to Vernon’s residents or businesses regarding relevant energy matters.”*

Motion made by Mr. Ellis and seconded by Mr. Summers. Motion carried unanimously.

- ii. **Section 15** – Additional language to read: “The Energy Improvement District and Energy Improvement District Board may investigate and/or research energy or sustainable matters that may be of benefit to the Town of Vernon, and its residents or businesses. Subcommittee findings will be shared with the Town Administration and the Energy Improvement District Board.”

Motion made by Mr. Ellis and seconded by Mr. Summers. Motion carried unanimously.

- iii. **Section 16** - Additional language to read: *“The Energy Improvement District and Energy Improvement District Board are named as advisors to Vernon’s Sustainable CT program, and may be called upon to obtain and provide information to the Town on Sustainable actions. The Board may also advise Town officials on future Sustainable actions.”*

Motion made by Mr. Ellis and seconded by Mr. Aitkin. Motion carried unanimously.

- h. **EIDB membership** – Mr. Boulrice discussed EIDB membership needs. Mr. Ellis expressed that he will be relocating in the new year. Discussion took place.

4. INFORMATION

- a. *EIDB Resignation - E. Landry*
- b. Article - *“In Connecticut, municipal aggregation rising as clean energy priority”*, *Energy News*

5. ADJOURNMENT

Motion to adjourn the meeting made by Mr. Boulrice, seconded by Mr. Summers. Motion carried unanimously. Meeting adjourned at 7:22 pm

Respectfully submitted,



Leslie S. Campolongo
Project Coordinator