

## Hartford Energy Commission Meeting Minutes

April 28, 2016

Hartford Town Hall

Present: Erik Krauss, Martha McDaniel, Peggy Allen, Lynn Bohi;  
Alan Johnson; Selectboard liaison; Lori Hirshfield, staff; Sarah Simonds, Vital Communities

Martha called the meeting to order at 6:30.

New member Erik Krauss was welcomed. He outlined his energy interests which include public awareness of energy, and his background in natural building and heat sources. He also is interested in the Comprehensive Energy Plan and the VEIC energy consultant because he wants to shape Hartford's long term vision.

Minutes: Peggy moved to accept the February meeting Minutes as amended. Martha seconded. The motion passed. In March, Peggy took notes, which are unofficial. A new method for minutes will be the Clerk will send draft minutes to Lori. When she has formatted them, she will post on Town website and will send an email to HEC. Those who have edits should bring the suggested language to the next meeting.

Elections: Peggy moved to elect Martha as Chair and Erik seconded. The motion passed. Action on the Vice Chair was postponed. Sarah will notify VECAN and VNRC about the change.

HEC Basics: There was discussion about the role and responsibilities of the Hartford Energy Commission (HEC). HEC gives guidance on energy issues to the Selectboard. HEC informs the Selectboard about the pros and cons on issues, such as the regional planning commission's regional plan that the Selectboard will be asked to comment on. It was noted the Selectboard is trying to meet with all commissions once a year. In terms of HEC's role with the consultant, a subcommittee was formed to work with the consultant: Martha and Erik. HEC's next step is to list priorities for its work program. One model for future planning is the scorecard HEC worked on late in 2015. HEC had set priorities for the year in January 2015 and they are:

1. Energy planning: including Selectboard information and a coordinator to write a comprehensive energy plan
2. Complete at least two audits
3. Outreach and education: to include Community Day and preparing a visual of energy use for all aspects of Town use
4. Connect with the schools

Number of Members: Vermont statute defines a quorum as one-half of the number of possible members. In HEC's case, that is seven, with a quorum being four. We have had problems meeting that number. If we change to five members, only three would be needed for a quorum. The other side is that when three HEC members are at a meeting, they would need to not discuss town business to respect

the Open Meeting Law. If there are people interested in being members, we can announce any projects and have them join in. Lynn moved and Peggy seconded that the Selectboard be notified that HEC would like to change our membership to five. The motion passed.

Projects:

a. Vital Communities sponsored Weatherize on April 27<sup>th</sup>. Many people attended including contractors, general public and some HEC members. The idea will launch in February or March 2017. It is based on the Solarize model of gathering qualified contractors, with many people interested in the same topic, and doing the work in a short time span within a small geographic area. *Weatherize* would include audits and lead to efficiency improvements in homes. *Weatherize* dovetails with the Efficiency Vermont (EVT) Downtown Efficiency Pilot Program, which includes businesses, residents, local government, and non-profits, which is starting in July. Lori, Cathy, and Peggy will be the point people.

b. Energy Roundtable is May 3<sup>rd</sup>. HEC members volunteered to help set up the room. HEC needs one person to talk about our projects from the last year. Alan will do so and will include the EVT downtown efficiency project and the consultant.

c. GMP Charger Grant: It is still unknown how to meet the requirement for new solar panels to offset the energy the car charger station will use. We would need six or seven kWh. The consultant and the people from the downtown efficiency project should be asked how to do and to pay for this.

d. Norwich Energy: On June 7, they are having an informational workshop on comprehensive energy approach with hands on demonstrations. Many providers will be there including: Heat Squad, EVT, solar providers, Green Mountain Power and more. Topics will be: weatherizing, solar, heat pumps, water heat pumps, and home repair. It is at the Montshire. Norwich was asking if HEC could co-sponsor and help by putting up posters and posting on the listserv. HEC agreed to sponsor.

e. Recreation Department's Solar Show and Tell: This will be May 21 from 11:00am to 2:00pm at WABA. The Town's Recreation Department is hosting six solar installers who will bring the technical gear and tools used to install solar panels. Erik and Alan will be at the HEC table.

f. Communication and the Town Website: What would we like to see on the web page for HEC? How should we communicate with HEC and other people about HEC events? We can use emails, texts, and announcements. The HEC webpage on the Town website can have an events section to publish information and links. HEC needs to know what it wants to communicate and add more places to communicate, like facebook. The webpage also can be used to educate others about energy. Also, there soon will be the capability within Town Office 365 for HEC members to talk to each other on documents, similar to Google Docs, which may be helpful for discussing the regional energy plan, the toolkit, and the consultant reports. Peggy, Alan and Martha will talk with James, the Town's IT staff person. One question is how an active non-appointed person can have access.

g. VEIC Contract: it is signed and waiting for an insurance certificate. Lori would like a team to work with her. At the first meeting, all HEC members should try to attend. A list of reference documents that

need to be collected is in the January 2016 HEC meeting minutes which Lori and Alan will review. Martha and Erik will work with Lori.

h. Two Rivers Regional Commission Draft Regional Energy Plan: Lori has a draft and will scan it and send to HEC members. We should review this and discuss it at the May meeting. It may make sense for all the Town committees involved to meet to discuss the plan.

The meeting adjourned at 8:32.

Respectfully submitted,

Lynn Bohi, Clerk