

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE SUSTAINABLE ENERGY COMMISSION

The Sustainable Energy Commission held a regular meeting Thursday, July 21, 2016 in shared meeting room 3 of the Municipal Center located at 3 Primrose Street, Newtown, CT 06470.

The meeting was called to order by Chairman, Kathy Quinn at 7:05pm.

Present: Chairman Kathy Quinn, George Brown (7:40pm), Jeff Jorgenson, Dave Stout

Also Present: Fred Hurley

Absent: Joseph Borst, Steve Gogliettino, Karen Pierce, Mark Sievel, Barbara Toomey

Communications: Round two of the Governor's council on climate change will be held July 26 throughout the state. The roles of nuclear power and natural gas will be discussed. Priority given to state created jobs and equity concerns and measures that will have early impact on urban communities will also be discussed.

Public Comments: none.

Acceptance of Minutes: This item was tabled as there was no quorum to hold a vote.

Business:

a. **Status of Landfill Solar Projects:** Mr. Hurley reported he has received the environmental permit. The hearing for the amendment to the special exception (the Planning & Zoning sign off) is scheduled for August 4. Administrative sign off is anticipated. Work will be started in early September. Public Works will do site work during August. The interconnection agreement with Eversource process has begun.

b. **Reed School solar project:** Mr. Hurley reported the ZREC (Zero Renewable Energy Credit) was gotten for \$65; the paperwork is being put together now.

c. **Energy Savings program update**

Municipal Center: Energy Solutions is doing the project now; waiting on Eversource.

Waste Water Treatment Plant: Nxegen is working on this project. The Water & Sewer Authority needs a recommendation from the Sustainable Energy Commission. Seven primary transformers will be studied for possible replacement. Mr. Hurley went over the goals for the Newtown Waste Water Treatment meeting (att.).

Middle Gate School: The high efficiency gas boilers and the lighting is being done now.

Edmond Town Hall: no update.

d. **Microgrid feasibility study:** information is still being assembled for Celtic. There will be more to report by the September meeting.

- e. **Street Lighting:** Four firms have been given the opportunity to respond to the RFP.

Additional Items for discussion:

1. **EV Charging stations:** Ms. Quinn didn't have an update. Mr. Hurley said the Dept. of Public Works will be looking into purchasing an electronic vehicle.
2. **Municipal Energy Plan:** no update.
3. **Portfolio Manager:** no update.
4. **Budget and Grant Spending:** Grant money can be used to remove the panels from Reed School for use on another facility. Mr. Hurley said there is a possibility of use on the Hook & Ladder firehouse or the Parent Connection duplex.
5. **Web Site:** The website has been updated.
6. **Outreach to Schools:** no update.
7. **Bridgeport Eco-Park:** no update.
8. **Ban on Fracking Waste:** no update.
9. **Organic Recycling:** There are 325 residents enrolled in the program; 15 signed up at the Farmers Market.

Adjournment: Having no further business to discuss the regular meeting was adjourned at 7:54pm.

The next regular meeting will be held on September 15, 2016; the meeting of August 18, 2016 will be cancelled.

Attachment: Goals for Newtown Waste Water Treatment meeting

Submitted, Susan Marcinek, clerk

Goals for Newtown Waste Water Treatment Meeting

1. Review work done to date, review scope of work and analysis and answer questions?
2. Determine how to move forward?
 - a. What items would Newtown like to continue to develop?
 - b. Work towards final action plan – need commitment from customer to take next steps
3. How will Town of Newtown Pay for Balance after SBEA \$100K financing?

Example of Capital Outlay as project is currently built:

Project Estimate	\$242,821
Incentive	\$ 48,612
Project Estimate	\$194,209
SBEA Financing Available at 0%	\$100,000
Capital Investment	\$ 94,209

over 4 yrs.

Typical Payment Schedule:

Timing of Installments	Amount
Installment #1 – 50% of Capital Investment due Net 7 Business Days from Signing	\$ 47,104.50
Installment #2 – 50% of Capital investment due Net 7 Business Days from Installation Start Date	\$47,104.50
FINAL INSTALLATION PAYMENT – to be paid directly to Nxegen by Eversource – Loan Amount plus incentive	\$148,612.00

4. How to move forward with PowerSmith's Detailed Audit? This cost for initial assessment is \$2353.
 - In-field baseline metering, analysis & reporting
 - This needs to be paid up-front and prior to finalizing documentation to Eversource by Town of Newtown
 - This audit will help finalize sizing of equipment and cost and can affect the estimated pricing and energy savings currently submitted. It's important to do this prior to submittal as it will affect the overall project savings and comprehensive incentive.
 - Contractual agreement signed and full up-front payment would be preferred prior to begin assessment. Agreement needs to be prepared.
5. Contractual Agreements for project acceptance & LOA from Eversource
 - a. Initial commitment letter needs to be signed to take additional action. We have no formal acceptance of RFQ so we are working without any guarantee of commitment. Once project is finalized, Typical T's and C's and contractual agreement will need to be signed and LOA. What's the process for getting these things signed?
6. What other locations can we begin working on for the Town of Newtown?