

**Energy Commission
Minutes of Special Meeting
January 20, 2022 Meeting**

PRESENT: Sean Dunn, Jeff Andrade Karen Hintz, Tom Ragaini
Via Zoom: Dave Butkus, Sheldon Scott, Jack Ferraro

ALSO PRESENT: Via Zoom David Oakes, Justin Malley and Jacqueline Olsen

1. Call To Order

Chairman Dunn called the meeting to order at 7:03pm.

- Chairman Dunn introduced the commission's new Council Member liaison Jacqueline Olsen (Council Member Panioto had a scheduling conflict with the Board of Public Works meetings). Chairman Dunn provided Council Member Olsen with an overview of the Energy Commission and each board member introduced themselves and gave a brief summary of their background.

2. Public Participation
None

3. Approval of the Regular Minutes – November 18, 2021 and to take any action as necessary.

Commissioner Ragaini made a motion seconded by Commissioner Andrade to approve the November 18, 2021 minutes. Commissioner Hintz abstained. Motion approved.

4. Approval of the 2022 Meeting Calendar and to take any action as necessary.

Commissioner Ragaini made a motion seconded by Commissioner Hintz to "Approve the 2022 meeting calendar as presented." Motion approved.

Commissioner Ragaini made a motion seconded by Commissioner Hintz to move Item 7. on the agenda to immediately follow Item 4.

7. Energy Plan- Economic and Community Development (ECD) Support w/ Justin Malley and to take any action as necessary.

- Chairman Dunn introduced Justin Malley and gave Commissioners a brief description of the work that the ECD Department is doing throughout the city with new and existing businesses in regards to energy conservation opportunities. The Commission is looking to join forces with ECD to help provide direction to interested businesses.

Justin Malley, a former member of the Energy Commission, is thankful for the help that the Energy Commission is willing to provide ECD with development projects. The Commission is hoping to assist businesses with finding additional sources of energy and may be able to use grants and the energy efficiency fund to help the businesses/projects. There are several businesses coming to Bristol that could be used as a test case for the Commission i.e. a Pet Food manufacturing company located in the

old New Departure area behind Valley Street. Several Commissioners agreed that it would be a great opportunity to get in contact with local business owners and provide support. Chairman Dunn asked Justin Malley if there were any additional opportunities for the Commission to get out there and get exposure among businesses. Mr. Malley recommended the Chamber of Commerce and said that there may be other meetings/conference in the future.

5. Updates by Dave Oakes – Public Facilities & Energy Manager and to take any action as necessary.
 - David Oakes gave a brief background of his role with the Energy Commissioner for Council Member Olsen.
 - i. Incentive Rebates- Received rebate for Boiler Replacement and Fire Headquarters. There are 2 additional pending rebates for Fire Headquarters (totaling approximately \$18K). Dave recently applied for another rebate for the PD LED upgrades. They also replaced the rooftop package unit at the City Yard and are expecting a rebate of about \$400.
 - ii. Demolition has been underway at the Courthouse and Webster Bank for the remodeling of City Hall. It is expected that offices will move out around March/April.
 - iii. Met with Vanzelm Engineers regarding the updates for Firehouse #2 & #5. Those updates are anticipated to start in late winter.
 - iv. Emily from C-PACE sent an email in regards to outreach to business sector and possible rooftop updates at the Beals Center.
 - Chairman Dunn asked about the solar rays at the City Yard and there is no update per David Oakes.
6. 2021 Accomplishments/ 2022 Goals Review and to take any action as necessary.
 - Chairman Dunn discussed the 5 year plan that established a target of 20% energy reduction for municipalities and we have exceeded a 17% reduction. The goal is to establish a baseline and set a target for reduction of energy that will result in cost savings, operational savings, and overall energy reduction. Chairman Dunn also reviewed the 2021 goals that were submitted to Council last summer and the Commission will prepare an update to the list so Council Member Olsen can report it at the February Council meeting. Commissioners were asked to contribute any additional ideas. Commissioner Butkus suggested that the Commission set up a small working group to meet with businesses and help assess their needs. Commissioner Ragaini suggested that information about the Commission be added to the “Welcome Packets” that are sent out by the Public Works Department. He also suggested that an account balance be added to the monthly agenda so the Commissioners know how much money is in the account before voting to approve projects throughout the year. Commissioner Scott suggested a rewards/recognition program for businesses that implement energy saving measures. He also suggested that the Commission make energy reviews/consultations available to businesses and provide energy audits when requested.

Chairman Dunn will send out the list of goals for 2022 and asked that Commissioners add goals and ideas. Chairman Dunn also noted that there is a standing invitation from Frank Stawski to tour the new magnet school. Commissioner Andrade suggested that businesses be invited to tour the school as well to see the energy saving methods being used. Commissioner Hintz agreed with the idea and suggested that businesses should be able to see real world applications of energy saving measures that they can use.

8. Adjournment.

Commissioner Ragaini made a motion seconded by Commissioner Hintz to “Adjourn” at 7:56 p.m. Motion approved.

Jodi A. McGrane
Recording Secretary