

Town of Durham

Clean Energy Task Force
3rd Floor Conference Room, Town Hall
Durham, CT 06422

MINUTES OF March 9, 2009 MEETING SPECIAL MEETING

(Regular meeting cancelled due to weather; moved from 3.2.09 to 3.9.09).

Present: Jen Muir, Chair; Katharine Conroy, Secretary; Ralph Chase; Paul Griese; Sue Michael

Absent: Tom Starr, Vice-Chair; Sandi Kalinowski; Lorrie Martin

Members of the Clean Energy Task Force were joined by Middlefield Energy Advisory member Dwight Fowler and CRHS students Hannah Bober and Zak Kowalski.

The meeting was **called to order** by Jen Muir, Chairman at 7: 43.

1. Approval of the Minutes

Paul Griese motions, **Sue Michael** seconds, to approve without amendment the minutes of the February 2009 Clean Energy Task Force meeting. **Approved unanimously.**

2. Approval of the Agenda

Ralph Chase made a **motion to approve agenda as amended** for the March 9, 2009 meeting. **Paul Greise** seconded the motion, which was **approved unanimously.**

3. Decals and Business Campaign

1. The **decals** have been printed and are ready for distribution. Many thanks again to all those who worked on both the design and the logistics. They will be given out to both residents and businesses as soon as the Task Force is able to publicize their availability.
 1. **Distribution:** Using the Town Times, copy of the window sticker will be published. Will let all residents who have signed up know that they can email Dwight Fowler their name and address; CETF will mail cling to their home. Will be published with/week after article congratulating residents on accumulating 100 sign-up points.
2. **Business Campaign:** At April regular meeting, when commission is back together in full, local businesses will be distributed and campaign to encourage sign-ups will begin.
 1. **Packet** will be given to all businesses visited. **Katharine Conroy** and **Hannah Bober** will get together to prepare final version, which will include a previously drafted cover letter and other materials with basic information. This means that we will not, at this point, seek to develop a replica of Middletown's pamphlet.
 2. Members of the commission will also look into getting copies of the CleanEnergyOption sign-up sheets to include in the packet.

4. Brochure

Members of the Middletown have indicated that Durham or Middlefield members would be more than welcome to attend their meetings; however, at this point, the CETF is planning to focus on the aforementioned packet instead of a tri-fold brochure. **Ralph Chase** will find out further meeting time/date information.

5. Grants

1. Some information on grants available on the Clean Energy Communities website; there may be grants available for school groups such as ECO that would be worth looking into.
2. The community grants are also available again; at least two members of the Clean Energy Task Force must attend an orientation webinar before grant application can be considered. **Paul Griese** will serve as point person, and will forward any new/updated information about date, time, etc. on to the commission as he receives it.

6. Town Efficiency Improvements

1. Commission now knows that the Durham Public Library is the largest consumer of electricity, as far as Town municipal buildings. Moving forward: do we pay someone to audit the library? Who is responsible for maintenance of the library? Would Nancy Winship-Poole, or others, have suggestions on how to go about addressing this?
 1. Essentially: we need to make suggestions for improved efficiency to compensate, in terms of funding, for the cost of purchasing renewable energy or RECs. What are the next steps?

7. Floats

1. CETF is still planning to have a float in the Memorial Day and Old Home Days parade. **Sue Michael** has contact for potential float adornments, including a model wind turbine. She will follow up on this. Further logistics will be discussed in April.

8. Town Times Article

1. The first "congratulatory" article will be published on Friday, March 13, 2009. **Katharine Conroy** will also submit a copy of the decal with caption as mentioned above. Hopefully, these two will be published together; if not, they will be in the paper successively.
2. **Katharine Conroy** will also draft and submit a second article introducing the town business campaign.

9. Agenda for April 6, 2009 meeting

1. Will include:
 1. Review of business packet.
 2. Floats
 3. Energy Efficiency Improvements
 4. Report on what steps we have to take to receive our solar panel.

2. Adjourn

Ralph Chase motioned to adjourn at 8:58 PM. Seconded by **Katharine Conroy** and **unanimously approved.**

Respectfully submitted,
Katharine Conroy, Secretary