

RECV'D: Office of the Town Clerk
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CLEAN ENERGY TASK FORCE COMMITTEE MEETING
7:30 PM MONDAY, AUGUST 31, 2009
3RD FLOOR CONVERENCE ROOM DURHAM TOWN HALL
MINUTES

Attendance: Selectman Laura Francis, Ralph Chase, Paul Griese, Jen Muir, Rebecca Fowler, Tom Starr, Susan Michael, Sandi Kalinowski, Dwight Fowler (Middlefield).

1. Selectman Laura Francis updated the commission on the recent energy related projects and status of the grant funding:
 - Library lighting project may be covered by grant
 - Dick McManus has been designated as the Town's Building Official/facilities manager. Selectman Francis has requested that the various commissions with authority over Town owned buildings check with the facilities manager to make sure their plans comply with the town's energy plans and permitting requirements.
 - At upcoming school functions Laura plans to encourage the students to join the CETF.
 - Laura has an example of a Town Energy Plan that she can pass on to the CETF and hopes to use it as a template for Durham's plan.
 - Paul and Laura attended a meeting that provided an online tool (Energy Star Portfolio Manager) for creating a benchmark for energy consumption of town buildings. The program has both short term and long term uses.
 - Erik Francis may be available to enter the information for the Town of Durham's buildings.
 - Paul and Laura were impressed with the opportunities and information available through the grants and how helpful people have been to help the Clean Energy communities move forward. The hardest thing is finding the time to start working on the projects.

2. Fair: Finalize plans
 - Jen reserved the CL&P light board, which will display the energy use of lightbulb types. Jen is going to figure out the picking up of the light display.
 - Sterling Energy committed to provide materials but couldn't be at the Fair. Tom will contact Kat at Sterling Planet to see if the display materials are still available
 - Becca shared a poster plan.
 - Focus of the fair booth will be to educate the public of how to save energy/costs.
 - Would like to provide straight forward energy saving tips.
 - Robert Maddow does blow door tests for residential home audits and could possibly come speak. He could possibly come and show what the

blow door test is and how it works. CL&P has given out freebies in the past. Dwight will contact Robert.

- Paul will help set up on Friday morning.
- Dwight will see if CL&P will participate. Tom will see if UI has anybody or materials.
- Theme: How can you save energy?
- Need to determine what is the size of the booth space is.
- Paul tried contacting Bob Wall. Also looking for somebody about weatherization program.
- Dwight will contact Mike Viccaro.
- Poster or display ideas:
 - Energy savings shopping list
 - Easy ways to save energy!
 - “Saving Energy while Saving the Environment”

3. Summary:

- Phone calls will be made. We will e-mail around schedule with time slots for people commit to.
- Becca can put together a display proposal for Wednesday’s meeting and will work with Sue to put display ideas together.
- Find out if presenters can get passes or reduced ticket prices.

Next meeting: Wednesday, September 9 at 7:30 PM meeting to complete plans.