

**Tolland Energy Task Force
Meeting Minutes
March 2, 2011**

Energy Task Force Present: Michael Gannon, Letitia Naigles, Anji Seth, David Bergeron, Joel Baker, Sam Adlerstein, George Roberts, Dan Nemeth (Intern)

Liaisons Present: Beverly Bellody (Town)

Meeting was held at Hicks Memorial Town Council Chambers

Mike Gannon called to order: 7:05 PM

Approval of Minutes: Mike Gannon moved to approve the February 9, 2011 minutes.
Discussion: None. All were in favor

HVAC Renovation – Next Steps

A Geothermal Implementation Committee is being formed to oversee the HVAC project with representation from the Town Staff and TETF members. The next step is to lay out the logistics for moving forward with the project. There will be a meeting with Town Staff to gather input relative to options for moving/relocating offices during the project.

A discussion was held regarding the option of moving the entire Town Staff out of the building during the project to allow the contractors to complete their work more efficiently which could result in a cost savings. Beverly reported that Town staff, designed professionals and some members of the TETF had reviewed the options in the early stages of the projects and found that there was not a viable relocation option. She will reconfirm this with the design professionals and Town Manager.

After the logistics of the project are worked out, the project will be put out to bid.

Articles, Publications

The TETF publications group will consider writing a recurring article to provide updates on the progress of the HVAC project. A discussion was held about having a groundbreaking ceremony for the HVAC project.

David Bergeron will write an article summarizing the process for selecting an electricity provider.

Case Studies

It was suggested that TETF could publish stories about individuals that have installed alternative energy systems or made energy efficiency improvements in their homes/businesses. This will be discussed further at a future meeting.

Energy Audits

Dan Nemeth will perform energy audits on some Town buildings after he is trained. Sam Adlerstein will help to identify a professional auditor that may be able to provide this training. Buildings will be prioritized for audits based on their energy usage ranking that was established using the data input into the EPA Portfolio Software.

Agenda for April

Please submit any new agenda items to Mark Summers in advance of the April meeting.

Meeting Adjourned: 8:20 PM

Respectfully submitted,
George Roberts