

# BRANFORD CLEAN ENERGY TASK FORCE

## Minutes of Meetings

[These are chronological, newest at end, all have been approved by the Task Force except September 4, not yet acted upon. Direct any questions concerning these minutes to secretary, Jonathan Katz, [jkatz15@comcast.net](mailto:jkatz15@comcast.net) or [jkatz@jacobsllaw.com](mailto:jkatz@jacobsllaw.com) ]

### Minutes of Inaugural Meeting, September 28, 2006

The first meeting of the Branford Clean Energy Task Force (CETF) was called to order on September 28, 2006 at 7:00 p.m. at Canoe Brook Senior Center, 11 Cherry Hill Road, Branford. Seven committee members attended: Mark Deming, Janice Plaziak, Lindsay Matthews, Dick Wing, Chris "Sully" Sullivan, Richard Sullivan and Jonathan Katz. Charles Shelton and Dr. Shirley McCarthy were absent. Seven attendees were more than a majority and constituted a quorum.

Chris Sullivan and Dick Wing were elected co-chairs.

The committee decided to meet on the first Tuesday of each month at 7:00 p.m. at Canoe Brook. NOTE: The next meeting is **Tuesday November 7 at 8:00 p.m. , one hour late** due to election day.

General discussion ensued and the following points were raised:

1. Through the Clean Energy Options program Branford has earned two one-kilowatt solar panels, and we are a third of the way to earning our next two by signing up households to participate in Clean Energy Options. The panels need to be sited and installed. CETF members are to bring siting suggestions to the November meeting. It was felt that one should be at one of the schools, either Walsh or the high school, and that operating the panel would be a good Eagle Scout project, particularly if it is instrumented to show how much power it produces. It may be possible to put this information on the Town's website.
2. We need to sign up additional households to Clean Energy Options and we want to get some publicity for that. One possibility is to make siting the first solar panel a media event and get coverage in the local paper. Another possibility is some kind of advertising campaign. CETF members are asked to bring publicity suggestions to the next meeting.
3. Someone (I did not note the name) is looking for a site for a possible 50 kilowatt solar panel array. It needs to be accessible and protected from

- vandalism. Roof-mounting it at a school is not practicable due to the need to preserve the roof. Ground mounting it is not practicable due to vandalism, security and liability concerns. One possibility is to site it at the municipal water treatment plant on Block Island Road, where they have personnel (including an electrician?) on site to service it.
4. The Board of Education has a number of energy initiatives in the works, including a cogeneration project which is out to bid. It is investigating stackable wind turbines. Walsh School has a new energy management system in place. The Board of Ed believes that through conservation it has met a goal of reducing its power needs by 20%, perhaps more.
  5. The 20% by 2010 Resolution is silent on conservation, and discussion was had as to the role of conservation in meeting the goal. Generally conservation was regarded as important and needs to be investigated and encouraged.
  6. We were advised that Branford has locked in a long term power purchase contract and that we cannot switch out to a clean option for buying the town's power. Janice was going to investigate this and send on the relevant documents. [These were subsequently distributed in an email to CETF members.]
  7. CETF is not sure whether the 20% by 2010 Resolution applies to other power requirements such as motor vehicle fuel. General discussion was had. Branford has a number of small vehicles that are coming to the end of their useful lives. It may be possible to buy hybrid vehicles through the state bid process. Sully noted that hybrids can reduce maintenance costs because of regenerative braking reducing wear on the brakes. A question was raised about "Buy American" issue—the Ford Escape is (maybe?) the only American made hybrid at this time, and the Toyota hybrids are apparently not manufactured in USA.
  8. Discussion was had about bicycle travel in Branford, not regarded as "bike friendly." A suggestion was made to install bike racks at useful places downtown.
  9. Jonathan Katz volunteered to prepare minutes, and promises he will do a better job of taking notes next time. All errors and omissions in these minutes are mine.

Jonathan

## **Minutes of Meeting December 5, 2006**

The Clean Energy Task Force met on December 5, 2006 at Canoe Brook Senior Center. Chris Sullivan, Lindsay Matthews, Dick Wing, Richard Sullivan, Charlie Shelton, Shirley McCarthy, Mark Deming and Jonathan Katz attended. Janice Plaziak could not attend due to other Town business that night. Items of business on the agenda were dealt with in the following order:

1. The minutes of the prior meeting were discussed and approved.
2. Jonathan Katz was nominated and approved to act as secretary.
3. The Task Force discussed site selection for the two solar panels the town has qualified for. The following four potential sites were chosen:
  - a. The Water Pollution Control Authority plant on Block Island Road. This is a new, state of the art facility and that it has on staff an electrician and other technical personnel, and that the panel could be mounted on the ground due to good security at this site.
  - b. Walsh Middle School. The solar panels have an educational purpose, as well as an awareness-raising purpose, and that giving Middle School students exposure to a solar power model would serve these purposes. Do solar power teaching modules exist, that could use the power generated to for student experiments?
  - c. Board of Education Building at Montowese and Main Street.
  - d. Branford Town Hall.

The cell could provide a continuous readout of power generation information to the Town website, so that the public could see a measurement of the energy generated at any given time and on a cumulative basis. Private installations have metering like this.

We need the specifications for the cells, including what parts and items were included in the package and what type of base or mounting brackets were required. We should also obtain information from other towns as to the types of locations that worked well for them.

4. We discussed publicity for our work and the Clean Energy Options campaign. We may be able to obtain some free advertising or editorial space in The Sound, as the editor, James Warner, is interested in environmental issues. It is possible that "Smart Power" has some canned publicity pieces we might be able to use.

5. We are eligible to receive and administer a \$5,000 Community Innovations Grant, but we need to have two people attend a training session. Chris Sullivan and Dick Wing made plans to attend a scheduled training session in Westport Town Hall, and will report.

6. Discussion of the Branford electric power contracts was tabled till the next meeting.

7. We selected a form for letterhead and Lindsay will work on development of this.

8. We discussed the scope of our work under the March 8, 2006 RTM Resolution. Questions raised included the following:

a. Whether our work was limited to electricity or included other types of energy consumption including heating fuel and transport fuel.

b. Whether or work included conservation initiatives.

c. Whether we have an advocacy role in addition to our research role.

No formal conclusions were reached on any of these items.

9. A number of miscellaneous issues were discussed, including:

a. State conservation laws and issues elsewhere including the "right to dry" litigation where condo owners won the right to dry their laundry outside rather than in automatic dryers;

b. Profitability of street lighting contracts for electric power companies;

c. Status of cogeneration project (240 kilowatts?) at Branford High School (approved and moving forward);

d. Citizens' rights to install renewable energy devices such as solar panels and windmills.

10. We selected a schedule for meetings in 2007. We will meet on the first Tuesday of the month at 7:00 at Canoe Brook. Meeting dates will be January 2, 2007; February 6, 2007; March 6, 2007, further dates to be announced.

11. Brian Garcia of Clean Energy Options will attend our January 2, 2007 meeting.

12. There being no further business, we adjourned.



## CLEAN ENERGY TASK FORCE

Minutes of Meeting January 2, 2007  
(Submitted, January 22, 2007)

The Clean Energy Task Force met on January 2, 2007 at 7:00 p.m. at Canoe Brook Senior Center. Chris Sullivan, Lindsay Matthews, Shirley McCarthy, Mark Deming and Jonathan Katz attended. Janice Plaziak, Richard Sullivan, Dick Wing and Charles Shelton did not attend.

Bryan Garcia, the Director of Energy Market Initiatives from the Connecticut Clean Energy Fund attended and briefed us on the **solar panel installation program**. A summary follows:

As of November, 2006 Branford had signed up a total of 262 households to participate in the Clean Energy Options program, including 117 new signups between October and November, 2006. It is believed the large influx of new signups resulted from a direct mail campaign. For up to date statistics and other information see:

<http://www.ctinnovations.com/communities/Branford.php>

As a result Branford has qualified for 5 kilowatts of free solar power installations at the rate of 2 kilowatts per 100 signups. The town's power supplier is TransCanada and our cost of power is 9.5 cents per kilowatt hour (kwh). Bryan estimated that a one kilowatt solar panel can generate about 1200 kwh of power a year x 9.5 cents per kwh, or about \$114 per year plus saved distribution charges. The estimated savings for 5 kilowatts is about \$600-\$700 per year plus distribution charges, off the town's normal electric rates. [Note that the solar power is also generated without direct consumption of fossil fuels.]

To commence the installation process we need to designate four potential sites which will be assessed by Menear Azam. Mr. Azam will come to Branford for a day, do the site assessments and also provide an educational presentation that takes about an hour. He will assess the sites for factors such as whether they are accessible to the electric grid, whether they are appropriately sunny, whether they have internet access, whether they provide a good footprint for a solar panel and other factors. He will issue a report recommending the best site or sites.

After a site is chosen Connecticut Clean Energy Fund submits the project to six installers for bids, and normally takes the most responsible bid. It then contracts with the installer to put the system in place. The installer bears all liability for the installation and provides a five year warranty.

Mr. Garcia noted that to date all the sites they have installed have been roof-mounted. The solar panels are connected to the electric grid and the power is metered backward into the grid (rather than being specifically earmarked for any one local installation).

Following the site assessment the usual timeline is to take a month to put the project out to bid, and from there the wait is typically two months to contract and up to two and a half months to install. We discussed having an installation in place by Earth Day (April 22) and this timeline is (or was) just possible.

We are also eligible to “bank” earned kilowatts of solar power to save up for a larger installation and **we decided:** to install a two kilowatt demonstration system and to save the remaining three kilowatts of earned power to work toward a larger installation.

After discussion we reviewed the previous list of potential sites and **we decided** to submit a new list for evaluation by Mr. Azam, after considering criteria such as central location in town, visibility, shading, and knowledge of condition of existing roofs, as follows:

1. Town Hall
2. Blackstone Library
3. Canoe Brook Senior Center
4. Branford High School

Other sites considered and rejected were the Board of Education building (roof too old) and the Murphy School and Tisko School (not central enough). The Water Pollution Control site was discussed, reassessed and rejected because of lack of central location. Mr. Azam will need access to all four sites which will be provided by Mark Deming, Janice Plaziak or somebody from one of their departments. **We decided** to request Mr. Azam to do the education presentation at the end of the day, so more people can attend and so that he will have seen the proposed sites already.

Mr, Garcia and Chris Sullivan also reported on **the \$5,000 grant program**. Chris Sullivan and Dick Wing have completed the training to administer the program, and we have done everything we need to do to qualify for a \$5,000 grant to spend on programs encouraging people to sign up for Clean Energy Options. [It is possible that the town still has to sign the Memorandum of Understanding in order to obtain the funds—I need clarification on this.] It is up to us to decide how to spend the money and the possibilities are open: we can spend it all at once or on more than one project; we can spend it ourselves or fund programs by others. For the next meeting **members are asked to:**

1. Consider methods for getting households to sign up for the Clean Energy Options program; and

2. Consider ways to spend the \$5,000 grant money.

Please bring your suggestions to the next meeting.

The third item discussed was whether the Clean Energy Task Force should endorse a resolution calling for Branford to become a “Tree City USA” pursuant to a National Arbor Day Foundation. We discussed whether this would involve the Task Force endorsing a program to adopt a “tree care ordinance” in Branford and some concern was expressed about this. The Task Force took no position on adopting ordinances but was in favor of fostering the growth of trees in the urban environment and protecting urban forests. For further information on the Tree City USA program see:

<http://www.arborday.org/programs/treeCityUSA.cfm>

Thereafter we adjourned. The **next meeting** is Tuesday, February 6, at 7:00pm at Canoe Brook.

## **CLEAN ENERGY TASK FORCE**

Minutes of Meeting February 6, 2007  
(Edited (item 7, March 5, 2007)  
(Approved, 3/6/07)

The Clean Energy Task Force met on February 6, 2007 at 7:00 p.m. at Canoe Brook Senior Center. Richard Sullivan, Dick Wing Charles Shelton, Chris Sullivan, Mark Deming and Jonathan Katz attended. Janice Plaziak, Lindsay Matthews and Shirley McCarthy did not attend.

Mark Garrett, Outreach Manager for Community Energy, Inc. (CE), gave a presentation which was turned into mostly a question and answer session by members of the Task Force. CE is one of two energy companies listed as “clean energy options” on the CT Clean Energy Options (CEO) website, the other being Sterling Planet. The major points were as follows:

1. CE is a developer of alternative electric power sources, mostly wind farms. They also are involved in developing energy from landfill gas. Garrett contrasted his firm with Sterling Planet, which he described as a “middleman” according to my notes, reselling clean power made by others.
2. He explained that by statute CL&P and UI must buy electricity from the cheapest available source, and are therefore precluded from purchasing power from clean energy companies which are more expensive than the cheapest available. The CEO program permits customers to purchase clean power and requires the utility to collect the cost of the power and pass it through to the CEO sources, thus creating a market for alternative energy.
3. As a result of this market, companies like CE receive funds to invest in new alternative projects. CE typically spends its funds to develop wind farms. Modern windmills are becoming more cost effective. Each wind tower can generate enough electricity to power 500 to 700 homes.
4. Garrett says past data shows the price of wind power has historically fallen and the price of power from fossil fuel has historically risen. If trends continue the trends will cross in several years (perhaps 5) making wind power the cheapest alternative and requiring power companies to purchase it. He believes the CEO program is thus time-limited and will be phased out as wind power becomes the most competitive alternative on the market. Ultimately, alternative clean power including solar and wind could meet 25% of the total power demand in the Northeast.
5. CE believes it is the more competitive of the two CEO options in Connecticut. It is cheaper for 100% participation: 1.1 cents per kilowatt versus Sterling Planet’s 1.15 cents per kilowatt. Also, CE offers a one-time \$10 per residential

household sign-up credit which is returned to the town in which the customer signs up. This credit doubles to \$20 if the town is a CE customer. This credit is in “free 2KW solar panel per 100 households enrolled” that we have discussed in earlier minutes. By contrast, Sterling Planet offers a 10% credit on the first year’s bill, a less predictable number.

6. Garrett says that as a result, CE has been more successful in penetrating the Connecticut market for clean power, and has signed up ten towns as opposed to two for Sterling Planet. CE towns include Fairfield, Milford, Glastonbury, Mansfield, Norfolk, Bethany and Middletown. Sterling Planet has Portland and half of West Hartford.

7. Garrett recommends that town task forces pick one company or the other (either CE or Sterling Planet). He says West Hartford went with both companies and made it more difficult to sign up customers.

8. Garrett says it is important for the task force to do two things::

a. make a municipal purchase from CE, by switching at least one meter (though he would like to see Branford purchase 20% of its power from CE to fulfill its “20% by 2010” goal.) This doubles the incentive payment to \$20 per customer. He recommends that, to start, the town commit to purchase 4% of its power from CE.

b. Start signing up residential customers to CE, and track the customers that are signed up, to qualify them for the \$20 per customer rebate.

9. We did some rough computations and it appears that the additional first year cost to Branford would be offset by the additional revenue to Branford, thus:

Branford uses about 11,028,000 kilowatt hours of power a year.

4% of this amount is about 400,000 Kwh. (it is actually 441,120 but we are rounding down here—cut me some slack on the math, people.)

Additional cost of buying 400,000 Kwh from Community Energy is 1.1 cents per kilowatt hour, or \$4,400.

If the Task Force signs up 125 households to Community Energy, they will provide a (one time) rebate of  $\$20 \times 125 = \$2,500$

In addition, the 125 customers will qualify the town for a 2 Kw solar panel, which will be metered back into the power grid. Assuming the panel costs \$2,000 to buy and install, this offsets the rest of the first-year cost of going with CE, thus:

Additional cost to buy 400,000 Kwh from CE	\$4,500
Less: \$20/customer rebate for 125 signups	(\$2,500)
Less: cost of 2KW, installed	(\$2,000)
Net first year cost to town to buy from CE	\$0.

The second year and subsequent cost is partially offset by the value of power sold back to grid. I am not sure of this number—my minutes talk about \$700 per year but we really need a truer handle on this.

After listening to this presentation the general sense of the Task Force was that we should solicit someone from Sterling Planet to talk to us, to complete our due diligence on this issue, and that we should investigate whether a Request for Proposal is required to get the town to switch meters to CE or Sterling. On the topic of RFP Mark Garrett was fairly clear that the proposal we would get from CE would be as outlined above, as they are not in a position to vary their pricing structure from town to town.

CAVEAT ON MINUTES: I am sending these to Mark Garrett, asking him to review and comment, particularly as to technical issues. I will provide his comments subsequently. One issue I do not deal with is “Renewable Energy Certificates” because I am still not sure exactly how they fit into what he told us.

Following the CE presentation the Task Force acted on other business as follows:

1. The minutes of the January 2, 2007 meeting were approved.
2. Blackstone Library was removed from the list of possible solar panel sites because it is a private building with a leaky roof. The Volunteer Services Center on Harrison Avenue was substituted.
3. Janice Plasiak is to supply 4 dates for inspection of sites by Meneer Azzam.
4. The Memorandum of Understanding (MOU) with respect to the \$5,000 Task Force grant is being reviewed by the Town Attorney.
5. A number of potential ideas for spending the grant money were suggested:
  - a. Direct mailing of information about the Task Force
  - b. Development of a page on the Town website (Peter Hugret is the town’s IT director)
  - c. Purchase a booth at the Branford Festival weekend, estimate \$110
  - d. Provide a demonstration of photovoltaic electricity

6. James Warner at the Sound indicates he will publish publicity from us, which should be “not political” and adapted to space requirements—submit a short version and a long version of everything. Also, he publishes “Letters to the Editor” which is another path to getting information out to people.
7. Charlie Shelton suggested that the Town commit to putting one building into a CEO electric alternative for an initial trial and if dissatisfied, the Town could withdraw from the program at any time without penalty.
8. We decided to edit the logo on the Task Force letterhead by adding the word “Branford”.
9. We decided to submit the Task Force ad as drafted.
10. Your tardy secretary was instructed to draft a short version of the press release submitted the last time.
11. We listened to a memorandum concerning the Tree City program discussed at the last meeting. We decided not to create a subcommittee of the Task Force to work on this, as it is not within our mandate from the Town.
12. Possible publicity approaches for the task Force were discussed:
  - a. We need to make sure all RTM members are enrolled in CEO.
  - b. We need to advise the Land Trust of what we are doing.
  - c. We should prepare some materials for the Chamber of Commerce State of the Town meeting.
  - d. We should develop a short, 10 minute presentation to present to various civic groups in Branford.
13. There was some discussion of the Cool Sentry program, cash incentives for phased use of central air conditioning. See <http://www.coolsentry.com/homeowner/information.php>
14. The next meeting of the Task Force is Tuesday, March 6, 2007 at 7:00 p.m. at Canoe Brook.

## CLEAN ENERGY TASK FORCE

Minutes of Meeting March 6, 2007  
(Submitted March 7, 2007)

The Clean Energy Task Force (CETF) met on March 6, 2007 at 7:00 p.m. at Canoe Brook Senior Center. Chris Sullivan, Lindsay Matthews, Charlie Shelton, Janice Plaziak, and Jonathan Katz attended. Mark Deming, Richard Sullivan, Dick Wing and Shirley McCarthy could not attend. Also present were Mike Hughes and Jeff Peterson, interested citizens. The following business was discussed. Decisions and action items are highlighted in **bold**.

1. The minutes of the February 6 meeting were approved as edited.
2. Mike and Jeff introduced themselves. Mike is a Branford resident interested in doing volunteer outreach work to help the Task Force recruit households for the Clean Energy Options (CEO) program. Jeff is a senior at Branford High interested in similar outreach work and in involving the high school in the recruitment effort. It was noted that the resolution creating the Task Force limits it to 9 members and there are no vacancies. The decision was made to work with Jeff and Mike in their volunteer capacities. They are welcome to attend and participate in all meetings and will be given minutes of past meetings.
3. Janice and Sully reviewed efforts to get our solar panel sites reviewed by Meneer Azzam, the consulting engineer. He may be available to spend a day in Branford on Friday, March 16 or 23, with the education component that night. There are other half-day availabilities. **Janice and Sully will coordinate a date for Meneer's inspection**, probably with Mark Deming to get school access, **and notify CETF members**. The proposed sites were discussed again, and Janice commented that Town Hall roof was probably too high, and the Canoe Brook roof was scheduled for replacement. We decided to have Mr. Azzam look at all four sites (these two plus Branford High School and the Volunteer Services building) and also look at backup sites including the Wastewater Treatment Plant, Indian Neck School, the Police Department, the scalehouse at the Transfer Station, the Animal Shelter, and Willoughby Wallace library. As discussed previously in these minutes the intention is to install a 2KW demonstration system for publicity and bank the rest of the earned panels to put them in one location to supply power on a more centralized basis. It was reconfirmed that the "retail cost" of a 2KW system is about \$20,000, but the Town gets these for free by CETF signing up customers to the CEO program (100 customers per system, no limit). We will obtain Mr. Azzam's recommendation for the best sites and proceed to make a final selection from there.

The Task Force recommends installation of appropriate signs wherever the panels are located.

4. The Memorandum of Understanding for the \$5,000 block grant is still being reviewed by Shelly Marcus at Town Counsel. **Jonathan will contact** her to see if we can get it approved in time for the next meeting so we can get the grant money. Cheryl Morris needs to sign off on this, once it is approved.

5. We understand the CETF advertisement was submitted to the Sound. **Sully will take a last look at Jonathan's press release and, if OK, Jonathan will submit it** to the Sound as well.

6. Sully stated he had emailed Sterling Planet three times in an effort to get someone from their company to talk to the CETF, with no response. Lindsay says she has had some luck getting response from them. **Sully and Lindsay will try to get a representative to come** to our next meeting to give a presentation similar to that of Community Energy so we can select and recommend one of the CEO companies. It was recognized that this is an important item for due diligence purposes that needs to occur as soon as possible and that the records of the CETF should reflect efforts to contact Sterling Planet—so we can show we tried, if efforts prove futile.

7. We decided we want to hear from Dick Wing's contact at Wesleyan/Middletown. We are **asking Dick** to set this up for one of our future meetings.

8. It was noted that many towns are not participating in the 20% by 2010 program. Janice suggested we reach out to area towns to encourage participation. [For context, there are 169 towns, the <http://www.ctinnovations.com/communities/> page as of 3/7/07 indicates there are 19 Clean Energy Communities, 18 Smart Power 20% by 2010 towns, 6 towns classified as "not yet a Clean Energy Community," 4 towns not eligible because they have municipal utilities, and 122 towns not yet participating in any program including Bridgeport, Stratford, East Haven, West Haven, North Branford and Madison. The website also indicates Branford has 279 households enrolled, or 2.3 per cent of total households. This extrapolates to 12,130 total households in Branford.]

9. **Lindsay will edit her speech insert** and give to Cheryl Morris to ask her to insert in her State of the Town speech. Previous to that, **Jonathan will prepare an interim report** based on these minutes, to email to members for approval, for submission to Town government.

10. **Sully will draft a letter to the RTM**, to be read into their record and go out on the TV coverage, reminding all that Branford passed the 20% by 2010 resolution and encouraging our elected officials to sign their households up for

the program. **Sully will distribute the RTM district representative list** to all CETF members. We are not going to write individual letters to RTM members at this time.

11. **Sully and Mike will work on creating a web page** for the Town's website to increase the CEO/CETF visibility on the site.

12. We discussed generally whether Branford is eligible to participate in CEO if we buy power from Trans Canada. It was noted that the Town has a number of small meters not in the Trans Canada contract, estimated at 174 megawatt hours out of 12,000 MWH total usage. **Sully will distribute a list of the town meters and power requirements to members.** These small meters are supplied by CL&P, which does participate in the CEO program. We may need to convert one or more of these in order to qualify for added cash incentives from Community Energy or Sterling Planet. **Janice or Jonathan will take a look at the town power contract** and report on this.

13. Lindsay reported she had signed CETF up for a booth at the annual Branford Festival scheduled for Fathers Day weekend, June 16 and 17 [we need to verify these dates, that the Festival falls on Fathers day Weekend, as Fathers Day is Sunday, June 17, 2007.] The cost of the booth is \$125, we need to figure out how to pay this. **We will need to staff it and Jeff may be able to provide some high school students** to help with this.

14. Jeff reported that he wants to get volunteer outreach work for CETF qualified for community service hours for Branford High School student. **Jeff and perhaps Sully as well will contact** the people who administer the program at the school, to get this done. Jeff also described an incentive program for households, using window stickers to get homeowners to advertise that they had committed to the CEO program.

15. Mike described other marketing and outreach efforts, including various incentives and marketing efforts: sponsoring a local basketball tournament; dedicating trees or park benches in the names of member households; putting a banner across Main Street; creating a system of membership cards for CEO households coordinated to a website for local businesses to offer discounts to CEO households to get them to patronize their businesses; and direct mail postcards from CEO households to their friends to encourage participation. Listing member households on the internet was discussed and discouraged for individuals due to privacy reasons, but may make sense for business participants. It was noted that these ideas make sense but may need to wait until (a) we determine whether to endorse one of the two CEO competitor companies and (b) we get our grant funding.

16. We want to revisit an idea of Mark Deming's to do a flyer/distribution piece for school students to take home to their parents, encouraging participation in the CEO program.

17. **Sully will try to modify the CETF** logo/letterhead to add the word "Branford" to the name of the task force.

There being no further business, the meeting adjourned. The NEXT MEETING is APRIL 3, 2007 7:00 p.m. at Canoe Brook. Staying with the Tuesday schedule, the meeting after that would be May 1, 2007.

To: Cheryl Morris, First Selectperson  
CC: Trista Clyne  
From: Clean Energy Task Force  
Re: Interim Report  
Date: April 9, 2007

The Branford Clean Energy Task Force consists of Chris Sullivan and Dick Wing, co-chairs, Mark Deming, Jonathan Katz (secretary), Lindsay Mathews, Shirley McCarthy, Janice Plaziak, Charles Shelton and Richard Sullivan. It has met monthly, six times since inception.

Branford has 279 households participating in the Clean Energy Options program as of the end of January, 2007, and has qualified for 5 kilowatts of free solar power installations at an estimated retail value of about \$50,000. The Task Force has decided that one two-kilowatt demonstration system should be installed in a prominently visible public place and the remaining panels should be "banked" until a coordinated effort is made to sign up more households. One consolidated larger array of panels would then be installed. Solar electricity will be metered into the power grid and reduce Branford's overall cost of electricity.

Potential sites for the demonstration system are: Town Hall, the Canoe Brook Senior Center, Branford High School, the Volunteer Services building, the Wastewater Treatment Plant, Indian Neck School, the Police Department, the scalehouse at the Transfer Station, the Animal Shelter, and Willoughby Wallace Library. Meneer Azzam, consulting engineer, will review these sites for technical suitability. Final selection should be made within a couple of months, with installation to follow. Please let us know if any of these potential sites is not suitable for a demonstration project.

The Task Force is collecting information on how to implement the Clean Energy Options program and "20% by 2010" programs in Branford. It has interviewed Bryan Garcia, Director of Energy Market Initiatives for the Connecticut Clean Energy Fund; Mark Garrett, Outreach Manager for Community Energy, Inc., one of the two Clean Energy Options suppliers operating in Connecticut; and Mike Hughes and Jeff Peterson, Branford residents interested in recruiting households to enroll in the Clean Energy Options program. Jeff will attempt to sign up 100 households for his BHS Senior Exhibition. The Task Force is also studying Branford's electric power requirements and constraints to recommend a plan for municipal purchase of clean energy at least cost to the town. The Task Force is scheduled to interview Bob Maddox of Sterling Planet, the other Clean Energy Options supplier, at a special meeting on April 10. It will then determine which of the Clean Energy Options suppliers should be recommended to Town residents.

Chris Sullivan and Dick Wing have completed required training for administration of the \$5,000 Connecticut Innovations grant to publicize the clean

energy alternatives available to Branford citizens. Receipt of grant funds is pending review by Town Counsel of a Memorandum of Understanding between Connecticut Innovations and the Town. Assuming the MOU passes review, it will be submitted to you for execution.

Respectfully submitted,

Jonathan Katz, secretary

## CLEAN ENERGY TASK FORCE

Minutes of Meeting April 3, 2007  
(Submitted, April 9, 2007)

The Clean Energy Task Force (CETF) met on April 3, 2007 at 7:00 p.m. at Canoe Brook Senior Center. Chris Sullivan, Lindsay Matthews, Charlie Shelton, Shirley McCarthy, Dick Sullivan, Dick Wing and Jonathan Katz attended. Mark Deming, and Janice Plaziak could not attend. Also present were Mike Hughes and Jeff Peterson. The following business was discussed. Decisions and action items are highlighted in **bold**.

The anticipated guest speaker from Sterling Planet cancelled late. The Task Force decided to make one more attempt to obtain a speaker from that company before making a decision to choose between Sterling and Community Energy. **Note that the Sterling Planet rep is now scheduled to appear at a special meeting of the Task Force at 7:00 p.m. on April 10, 2007 at Canoe Brook.**

The Memorandum of Understanding for the \$5,000 grant has been delivered to Town Counsel. When grant money is obtained it will be deposited in a separate account.

Bob Wall has taken over from Bryan Garcia as Director of Energy Market Initiatives at the Connecticut Clean Energy Fund. He is our contact. The Fund will be asked to provide technical review for the four sites previously chosen: Town Hall, the Canoe Brook Senior Center, Branford High School, and the Volunteer Services building.

The Task Force discussed the EPA Clean Energy Challenge materials that were sent in by Congresswoman DeLauro. This program provides some technical guidance but no financial incentives. The Task Force did not take any action on this program.

Dick Sullivan noted the Town has interviewed applicants for the position of Superintendent of Buildings and Grounds. Lindsay asked whether the candidate has been questioned concerning plans for promoting energy efficiency and clean energy. She will follow up; it may be possible to ask some additional interview questions of the prospective Superintendents, and to press the importance of this item.

The Task Force discussed CL&P's practice of leasing street lights to the town at an estimated annual cost of about \$10 to \$20 per fixture, and questions were raised whether the town is paying for more street lights than it actually has, and whether the town has more lights than it needs. An audit was suggested, where the utility's list of leased lights will be compared with actual fixtures found

in the field. It may be possible to add the lights to the Town's global information system (positioning) database files. It may be that Jeff can obtain volunteers to do the audit.

**Peter Staye, P.E., associate director of physical plant for Wesleyan, will speak at our May 1 meeting.** He serves on the Middletown CETF. Note that <http://view2.fatspaniel.net/CCEF/middletown/index.html> links to the Middletown 2KW solar system, and provides real time data concerning power production.

Mike Hughes has agreed to program some basic web pages which will be linked to the town's website and discuss Clean Energy Options and other programs, and provide links to Connecticut Innovations and other relevant web content.

The Task Force reviewed a draft interim report for First Selectperson Morris. Changes were recommended, which will be included in the final version, to be submitted by email to Ms. Morris, Trista Clyne, and the Task Force membership. In addition, previously drafted press releases were cleared for submission to The Sound, as "Letters to the Editor."

The CETF will have a table at the Branford Craft and Community Exhibition on Fathers Day Weekend, June 16 and 17. The Land Trust lent us the deposit for the table, which will have to be reimbursed to them. We will have to organize people to man the table that weekend.

The Smart Power Guide has been revised, and revised copies are enroute to us.

Jeff Peterson has contacted BCTV about doing a publicity piece to recruit homeowners to the Clean Energy Options program. In this context it was again noted that we need to decide whether to endorse the Community Energy or Sterling Planet offerings, and that the inability to make this decision (due to delayed input from Sterling) is hampering our efforts to recruit in the community, and hampering Jeff's effort to sign up 100 households for his school project.

There being no further business, the meeting was adjourned.

## **CLEAN ENERGY TASK FORCE**

Minutes of Meeting April 10, 2007  
(Submitted, April 10, 2007)

The Clean Energy Task Force (CETF) met on April 10, 2007 at 7:00 p.m. at Canoe Brook Senior Center. Chris Sullivan, Lindsay Mathews, Charlie Shelton, Shirley McCarthy and Jonathan Katz attended. Mark Deming, Dick Wing, Richard Sullivan and Janice Plaziak could not attend. Also present was Jeff Peterson. The purpose of the meeting was to interview Bob Maddox, Director of Utility Programs for Sterling Planet.

Bob provided some background for Sterling Planet, a renewable energy company that was started in 2000 by Sonny Murphy and Mel Jones, two executives from Southern Company, a southern utility and coal conglomerate. Sterling supports all types of clean renewable power, including solar, landfill gas, small hydro, wind and geothermal. Its customers include Yale, Harvard, Trinity, Duke, Florida State University, Nike, Staples. It is one of the two Clean Energy Options companies in Connecticut. The other is Community Energy (see meeting minutes of February 6, 2007.)

Sterling's program for Connecticut consists of 1/3 Connecticut small hydro, 1/3 wind and 1/3 landfill gas energy. The hydro project is funding for Duncan Broach's development of hydro projects in Griswold (Wire Wind Hydro) and his proposed renovation of two hydro power dams on the Farmington River in Collinsville. The landfill gas projects are in Pennsylvania and New Jersey and the wind projects are in Pennsylvania, New York and the Midwest.

Bob provided some information concerning cost of alternative power. He stated solar is prohibitively expensive in Connecticut because of scarcity and high costs. In his example, a \$30,000 system consisted of about \$8,000 in solar panels (which have fallen to about 1/10 of their former cost), \$10,000 for "rest of system" including the power inverter, wiring, and hardware, and the balance for installation. Each system must be hand tailored to its location, which drives up the installation cost. Even with a 50% subsidy from the state, the payback for solar installation in Connecticut (break even point) is at least 8 to 12 years. He said that wind power is less expensive in the Midwest because the wind blows more consistently—the turbines run more and better, creating a higher power output per dollar spent on hardware. The Connecticut mix is designed to be ecologically attractive and appropriately priced. Sterling finds that people are willing to spend about 25 cents a day extra to support alternative energy.

Sterling has recently improved its pricing and incentives for municipalities so the program is more favorable than it was when Community Energy presented

their alternative to us in February. Sterling now offers a 20% annual refund of their premium (the 1.15 cents per kwh) to municipalities. In other words, if Branford made a power purchase from them that cost an additional \$5000 per year (over and above what CL&P now charges), the town would get back a check for \$1000.

We discussed the problem of the town having committed to a long term Connecticut Conference of Municipalities power contract. CL&P is not equipped to bill municipalities for a clean-energy add on for that contract. Bob said Sterling Planet was willing and able to provide the town with a separate bill for the Clean Energy Option charge for the town's power usage.

Sterling also offers a \$15 per person annual payment to the town for each residential customer who is identified to them as having been signed up by a local task force. This is a flat fee, not a percentage as was the case earlier. It is also an annually renewable payment, not a single, one-time payment as was the case with Community Energy. In other words, if the Task Force signed up 100 new customers for Sterling, the Town would receive an annual payment of \$1,500 ( $\$15 \times 100$ ).

Both the 20% refund and the \$15 per customer payments would be available to offset Branford's additional cost of purchasing electricity from clean sources.

Bob mentioned that the Department of Public Utilities Control has not yet renewed the Clean Energy Options program and it is due to expire in April, 2008. He expects it will be renewed, since it is designed to support the "20% by 2010" goal. However, if the program expires Sterling would no longer be obligated to make the refund payments, and the Town and the residential customers would no longer be obligated to participate in Sterling's program.

Sterling has 12,000 residential customers in Connecticut. There is a lag between signing a customer up and having the Clean Energy charge show up on the electric bill. This is because CL&P does not add the charge to the customer's bill until the start of the first full billing cycle after it is notified that the customer has signed up. So if the customer signs up on Day 1 of the July billing cycle, CL&P will not start the charge till Day 1 of the August billing cycle, and the customer won't see the August bill until it is mailed to him in mid September.

At the meeting Bob also offered a long explanation of how electric power pricing worked in the power grid. At the risk of jamming 45 minutes of detail into one paragraph and then getting it wrong, here it is: Basically, a guy with a computer in Chicopee, Massachusetts knows the electric power requirement for New England in real time at any given moment. The requirement varies with the weather, day of week, time of day, season, etc. Utility companies bid to sell the power to meet that requirement, and the laws of supply and demand set a bid

price. Small, alternative energy suppliers bid at \$0 and get whatever the market price winds up being at any time. As the power demand rises, additional sources of electricity (such as standby diesel generators) are called on to supply power, and they tell the guy in Chicopee what they are willing to sell it for, driving up the price. On a searing hot day, third day of a heat wave, the cost of marginal power (the last kwh from the oldest, ugliest bottom-of-the-sub-basement generator that is only run on the very hottest days) can go very high (“\$100 per kwh”) and this drives up the bid price, creating a few very rich hours for some generators. The alternative energy sources coming on line can flatten the peak power cost, which is one reason to develop alternative energy sources. Sterling Planet also supplies carbon offsets and energy efficiency credits.

Charlie Shelton questioned Bob about whether we could negotiate a better price for Branford, and the general response was a polite “no.” All towns get the same deal and it is suggested that the town should make the same commitment that individual households are being asked to make.

Bob’s presentation took most of 2 hours. He left brochures. The Sterling web site is [www.sterlingplanet.com](http://www.sterlingplanet.com)

There being no further business, the meeting adjourned.

## **CLEAN ENERGY TASK FORCE**

Minutes of Meeting May 1, 2007

The Clean Energy Task Force met on May 1, 2007 at 7:00 p.m. at Canoe Brook Senior Center. Chris Sullivan, Lindsay Mathews, Dick Sullivan, Charlie Shelton, Shirley McCarthy, Dick Wing and Jonathan Katz attended. Janice Plaziak could not attend. Jeff Peterson, Mike Hughes also attended.

The Task Force approved the minutes of the April 10, 2007 meeting.

The Task Force voted to recommend that Branford citizens utilize the Clean Energy Option offered by Sterling Planet, rather than Community Energy. The primary reason for this is that Sterling Planet is more financially beneficial to the Town. The vote was 8 – 0 with one absent.

The guest speaker for this meeting was Peter Staye, P.E., Associate Director of Utilities Management for Wesleyan University, who also serves on the Clean Energy Task Force for Middletown. He reported that the Middletown CETF has been meeting for 9 or 10 months and has signed up about 300 households. He reported in general on purchase of Renewable Energy Certificates and auditing of REC producers.

Concerning the specifics of installing solar panels he said it is necessary to have a physical meeting with the installer, the CL&P representative and the electrical inspector (everyone in the same room at the same time) concerning how to position the panel in the electric grid, where to put the panel with respect to the circuit breakers and the meter, as it is essential that CL&P be able to confirm that a line is dead and that it is not energized with solar power. Having the CL&P rep there cuts through the bureaucracy.

Middletown decided to endorse the Community Energy option. Their program takes the \$20 per signup fee and allocates one half to a “nonprofit organization registered with the program” i.e., a charity, and the other half to the Town. The Town in turn forwards its half to the CETF to be used to promote further signups. Middletown CETF also has a nice color flyer containing a description of how their program works, a list of accomplishments, some photos of clean energy systems, a flow chart of how the money moves and a sign-up form. This was prepared by Bob Dobmeyer, who will likely grant permission to use his layout and artwork.

Peter said that their most successful recruitment efforts had been directed to churches, church groups, presentations to other civic organizations and word of mouth. They had a disappointing response from the school PTA’s, and little response from the Chamber of Commerce.

Middletown CETF has also prepared a Request for Proposals for how to spend the \$5,000 block grant to foster new customers signing up for their program, and Peter is reviewing the proposals.

Other business was discussed:

Mike Hughes reported on his progress designing a website, which may become a more prominent part of the Town of Branford site, or be our own site linked to the Town.

The Branford Festival is the weekend of June 16 and 17. We will have a booth there. The cost was fronted by the Land Trust and we need to pay them back. We have to man ("person"??) the booth and we will need volunteers on a schedule for that. We may try to get Sterling to send a representative, and possibly have a small solar cell and some other demonstrations there.

The State Forester is reviewing whether the Branford town tree ordinance will qualify Branford as a "Tree City" and a report on this is pending.

A question was raised as to the status of the cogeneration plant at Branford High School, and we are to ask Mark Deming about this.

There being no further business, the meeting adjourned.

## **CLEAN ENERGY TASK FORCE**

Minutes of Meeting June 5 2007

(Submitted, , 2007)

(UNOFFICIAL—NOT YET APPROVED BY TASK FORCE)

The Clean Energy Task Force (CETF) met on June 5, 2007 at 7:00 p.m. at Canoe Brook Senior Center. Chris Sullivan, Lindsay Mathews, Charlie Shelton, Shirley McCarthy, Dick Wing, Richard Sullivan and Jonathan Katz attended. Mark Deming, and Janice Plaziak could not attend. Also present was Jeff Peterson.

The minutes of the May 1 meeting were approved.

Sully reviewed the status of the Memorandum of Understanding and the \$5,000 block grant. The fully signed MOU has been hand delivered to Bob Wall at Connecticut Clean Energy Fund, and grant money is expected within a week or two. It will be held by Town of Branford till we spend it. Dick Wing will contact Peter Staye and ask for his draft Request for Proposals. At our next meeting we will consider how to spend the money. One possibility is to send the RFP to known Branford citizens' organizations. The objective is to recruit people to elect a Clean Energy Option ("CEO") on their electric bills.

Sully told us that the Clean Energy Fund has set 317 Branford signups as our 2 ½% saturation goal, where 2 ½% of Branford households will be participants in the program. Hitting this level qualifies the town for an additional 1 kilowatt of solar energy generation. [I just checked the ctinnovations.com website and it shows 279 signups but does not appear to have been updated from January. Lindsay reports we are over 300 but the exact figure is undetermined as of June 6.]

It was discussed that we need to recommend that Branford make a purchase from Sterling Planet and Dick Sullivan suggested that the "first meter" should be Canoe Brook. It was noted that we need a more formal plan for getting the Town to the 20% by 2010 goal, with a budget and a timetable, and a source of funding, and that this should be discussed at our July meeting. Sully will draft a letter on this item.

The Task Force decided to send a letter of commendation to Zane's for their recently announced plan to build a green building near the Branford movie theatres. Sully will draft a letter on this item.

Plans for manning the booth at the Branford Festival were finalized. We only need to man the booth on June 16 (setup, about 8 am to 4 pm, and takedown) and people signed up for time slots. Dick Wing will distribute the

schedule. Bob Maddox will be there with Sterling Planet T-shirts, and we will have short-form signup sheets, some small solar energy devices. Jeff said he would bring some Smart Power refrigerator magnets, and we will possibly have some Santa Fe Community College energy conservation wheels (“nomographs”) some other materials and souvenirs. The objective is to get passersby to sign up for the Sterling Planet CEO program. We will need: pens, clipboards, signup forms, and possibly some kind of tent or cover for the table. The Festival is rain or shine. We will probably be located next to the Land Trust booth.

We discussed a proposal from First Selectman Morris for the Town to adopt an ordinance creating property tax relief or incentive for alternative energy installations. This has been proposed at the Rules and Ordinances Committee of the RTM and was tabled; the item will recur on their agenda monthly.

We discussed the possibility that compact fluorescent light bulbs are a health hazard due to mercury content. Burned-out bulbs are recyclable at Hazwaste and Ikea. We also discussed whether the bulbs generate harmful “transients” of electric or magnetic fields and whether any medical data supports this; no medical data was offered in support and Shirley stated that a large study had ruled out possibility of harm from power line magnetic fields (“EMF”).

Jeff Peterson reported some success interesting teachers in signing up for CEO, less success with students, and wants to get the program on the Branford High School community service program in Fall '07.

Jonathan will draft a letter to RTM inviting the members who voted for the 20% by 2010 ordinance to sign up for Sterling Planet.

NOTE: The next regularly scheduled meeting is July 3, Tuesday, at 7:00 pm at Canoe Brook. We need to reconfirm this schedule.

There being no further business, the meeting adjourned.

## CLEAN ENERGY TASK FORCE

Minutes of Meeting July 3, 2007  
(Submitted July 25, 2007)  
(UNOFFICIAL—NOT YET APPROVED BY TASK FORCE)

The Clean Energy Task Force (CETF) met on July 3, 2007 at 7:00 p.m. at Canoe Brook Senior Center. Chris Sullivan, Lindsay Mathews, Charlie Shelton, Shirley McCarthy, Dick Wing, Richard Sullivan and Jonathan Katz attended. Mark Deming and Janice Plaziak could not attend. Also present was Jeff Peterson.

Sully and others reported on the outcome of the Branford Festival. The CETF booth won an award for "Best Display." We signed up approximately 24 new households for participation in Clean Energy Options. When they are added to the existing 303 signups the total should bring us over the approximately 317 needed to reach the 2 ½% saturation point and qualify the Town for an extra kilowatt of solar power, bringing our total to 7 kw to date.

Some ideas for publicity for Clean Energy Options grew out of the Festival. We have decided to pursue the following efforts to publicize the program:

- a. Dick Wing obtained 250 "Energy Conservation Wheels" which have been marked with our logo and are available for distribution, at a cost of about \$137.50 plus tax and shipping. The CETF **authorized** reimbursement to him of his costs out of our grant money. Wheels should be distributed to residents who express an interest in, or sign up for, Clean Energy Options, and are available through Dick or Sully.
- b. We discussed of town-wide direct mailings of Clean Energy signup forms. Jonathan will follow up with the Branford Land Trust to forward signup forms to their members (about 1,000 households). We **decided** CETF will reimburse the Land Trust for any additional actual costs of whatever mailings they provide, out of our grant money.
- c. The Conservation Commission sends mailings to all town households and we will investigate whether we can include a signup sheet in this mailing.
- d. Lindsay will contact the people at Branford Community Television (BCTV) about possibly doing an interview story about the work of the CETF. They had indicated at the Festival that they would do this. Lindsay and Jonathan are willing to participate in making a video for them.

e. Jonathan will contact Keri Enright about obtaining pre-recorded Public Service Announcements to be played on BCTV to encourage people to sign up for Clean Energy.

f. Dick Wing will contact James Warner, publisher of The Shore, to see if he wants to attend our next meeting or send Ben Rader, his reporter, to cover it.

We discussed existing CEO signups. Lindsay stated she believes 90% of these are with Community Energy, and we discussed having the Town make a purchase from them to qualify for financial incentives we would otherwise lose. We also want to approach both suppliers to see if they will give us financial incentives for people who signed up previously.

Dick Wing said he would contact Mark Garrett of Community Energy to see if they would improve their pricing and incentives to match those of Sterling Planet.

We then discussed making a recommendation to the Town about municipal energy purchases. Jonathan's so-called "all in budget" in which the Town commits to make the full 20% purchase of alternative source electricity in 2008 was discussed. We decided that conceptually it was correct but the math was wrong because the pricing for Sterling Planet was too high. The correct figure is 1.15 cents per kilowatt rather than 1.5 cents. Even at the erroneous pricing it appears the total cost for the town to make the 20% purchase, after 20% reimbursement by Sterling, was about \$30,000, which was viewed as a very modest expenditure in comparison with the town's cost of electricity, or the overall budget. This cost is spread out over the various operating segments of the town (i.e. the Board of Ed has an electricity budget, Water Pollution Control has a budget, etc.).

As a result, we **decided** to recommend to the Town that it purchase 20% of its electricity from the Clean Energy Options program in fiscal year commencing July, 2008. Depending on the outcome of Dick Wing's discussions with Mark Garrett it is likely we will recommend that the Town purchase power from both companies, Sterling and Community, to qualify the Town for the maximum financial incentives available. This may be done on a 50/50 basis, with half from each company. NOTE: it is also necessary for the Town to make an earlier purchase, in an unspecified smaller amount to qualify the Town for installation of solar panels. This is a change in the rules governing the program state-wide, and was made clear by Bob Wall at the state workshop Dick Wing and Jonathan attended. Sully stated he had estimated that the cost to put the Canoe Brook electric meters into the program was about \$874. We need to decide how to implement this and get it done; we may need to decide if we have to fund it ourselves from the grant during the first year, if there is no room in the municipal budget to accomplish this.

The process of getting the 20% purchase approved was also discussed. It appears:

- a. Budget submissions for the 7/1/08 fiscal year are due in January, 2008.
- b. Submissions need to go to the Board of Selectmen and the Board of Finance before they go to the RTM for a vote.
- c. The cost of joining the CEO program will be absorbed by various departments as part of their budget for purchasing electricity, and therefore they need to build it into their budget requests for 7/1/08 budget.
- d. Therefore, the department heads need to be contacted and educated about participation in this program.

It was decided we would draft a proposal to submit to the Town.

Discussion followed about the meaning of language in the RTM's "20% by 2010" resolution which states, "Resolved: That the RTM commits to allocating 100% of any electricity savings to additional town purchases of clean energy . . . ." We were unsure what the "savings" were, although it seems at a minimum that the bill reduction resulting from selling solar power back to the grid would qualify.

Mike Hughes noted that the website is up. It is at [www.branfordcleanenergy.com](http://www.branfordcleanenergy.com) NOTE: as of 7/25 the site shows as "under construction." The site will have a gmail account, probably [branfordcleanenergy@gmail.com](mailto:branfordcleanenergy@gmail.com) . It should link to Sterling Planet in such a way that people who go through the site to sign up will be credited to CETF for payment of incentives to Branford. Mike will post the minutes of our meetings. It may also have links to other energy efficiency sites.

We discussed door to door recruitment , using Boy Scouts or other local youth groups. The suggestion was made to pay the recruiting chapter \$5.00 per signup to canvass.

The meeting adjourned. **The next meeting is Tuesday, August 7 at 7:00 p.m. at Canoe Brook.**

NOTE FOR RECORD—THE AUGUST 7, 2007 MEETING DID NOT OCCUR DUE TO SCHEDULING CONFLICTS AND THERE WAS NO MEETING DURING THE MONTH OF AUGUST.

## **CLEAN ENERGY TASK FORCE**

Minutes of Meeting September 4, 2007  
(Submitted September 29, 2007)

The Clean Energy Task Force (CETF) met on September 4, 2007 at 7:00 p.m. at Canoe Brook Senior Center. Chris Sullivan, Lindsay Mathews, Charlie Shelton, Shirley McCarthy, Richard Sullivan, Mike Hughes, John Smith and Jonathan Katz attended. Mark Deming and Janice Plaziak could not attend.

The minutes of the meetings of June and July were approved. There was no meeting in August.

The Task Force noted the resignation of Dick Wing. John Smith and Mike Hughes were officially made members of the Task Force. They (and the remaining Task Force members) were reminded to furnish conflict of interest forms or annual updates to the Town.

Updates on ongoing business were provided as follows:

Jonathan reported that he had submitted an article to Meg Kilgore for inclusion in the Land Trust newsletter. The Land Trust declined to include membership sign-up forms for the CEO program.

Lindsay agreed to review the Branford community resource book to identify other civic organizations to contact. She is also going to follow up with local cable access channel to possibly do an interview with them.

Mike agreed to contact the Rotary to make a presentation to them at one of their monthly meetings.

Jonathan agreed to make further inquiries concerning powerpoint presentations and public service announcements for the local public access channel.

Mike noted the website [branfordcleanenergy.com](http://branfordcleanenergy.com) is up and running and links to the town website. It costs \$50 per year to host this site and the Task Force agreed to reimburse Mike for this expense.

The Task Force welcomed John Smith, Branford Facilities Manger, to the committee. John's contact information is: [jsmith@branford-ct.gov](mailto:jsmith@branford-ct.gov), [jsmith104@comcast.net](mailto:jsmith104@comcast.net), 315-3365 (W), 483-6190 (H). John reported on various items as follows:

Branford is using a biofuel consisting of 5% soybean oil in Town Hall, for same price as #2 oil. It is more efficient but requires cleanout of certain pipelines and components in the heating system.

The town is purchasing 3 hybrid SUV's, Ford Escapes, at the state bid price of approximately \$23,000 each.

John says we should explore installing a solar panel to power outdoor lighting at the Branford Dog Park , at Orchard House, 420 Shore Drive. Discussion followed concerning the size and specifications of the solar energy systems the town has qualified for.

John agreed to switch over one meter on one of the facilities he manages to Sterling Planet, which will qualify us for entitlement to have our solar panels installed pending the town making major purchases from CEO companies.

John reported that there are a number of other energy-savings projects being explored in the town, including installation of a fuel cell at the wastewater treatment plant, installation of a methane capture system at the closed landfill, and exploration of possibly installing a wind energy windmill system up on "Snake Hill."

Jonathan agreed to contact Mark Garrett at Community Energy to see if they would match the incentive package offered by Sterling Planet.

Jonathan is to provide a corrected update for the "all in budget" email to submit a proposal to Town Government (the department heads) to make a 20% clean energy purchase in the upcoming year.

The Task Force voted to put at least one municipal meter on Sterling Planet's program, in accord with John's suggestion.

There being no further business, the meeting adjourned.