Islesboro Energy Committee
Regular Meeting
Tuesday, November 10, 2025
In-Person and Zoom Meeting at 5:15 PM

☑ APPROVED
12/9/25

MINUTES

1. Call to Order
   Chair Harriet Bering called the meeting to order at 5:15 pm.
2. Establishment of a Quorum
   Quorum was established with over 4 members

   Members Present: Chair Harriet Bering, Vice Chair Bill Thomas, Monica Mullins, Ava Schlottman, Kathy Kerr, Cressica Brazier, Janis Petzel (5:19), Holly Fields (5:38), Peter Rothschild, Ex Officio
   Members Present via Zoom: Trevor Blackford
   Members Absent: None
   Others Present: Elizabeth Dyer
   Others Present via Zoom: Skye Butterson-Dunn, Island Institute representative

3. Approval of minutes from previous meeting: October 14, 2025.
   - Bill clarified his explanation of CMP billing levels. Carrie to make edits.

   Motion: To approve the Minutes of October 14, 2025, as amended, K. Kerr, seconded by M. Mullins. No further discussion. Roll Call. Motion passed, 7 yes, 0 no.

4. Project updates
   a. Fire station
      - Monica stated that she had no update. An email she had meant to send was in her draft folder. She will pick that up again.

   b. Health Center Solar
      - Harriet reported that we are in process of looking at installing a ground array. We got one proposal from Sundog. Harriet will verify with Brian how much money is available. We are required by law to solicit bids with a formal RFP, so we will proceed with that.

   c. EV chargers – Holly
      - Harriet reported that we received a contract for $5,800.

5. Community Event Planning
   - The subcommittee will meet tomorrow.
   - Janis stated that we could possibly participate in the ICC Christmas Fair on December 13th.
   - Another idea is to start a community buy for insulation. We will discuss that tomorrow. If we need money for supplies from the prizes and grants we got, we will need an email vote after we have specifics. This will be a good opportunity to get the DIY weatherization team going again, and maybe tie in some of the stuff that Elizabeth is doing.
   - Kathy pointed out that families often come to the ICC fair; that event might bring in some people who feel out of the loop.

6. Window Dressers Debrief
    - Harriet reported that the Window Dressers Build is complete, apart from a few inserts that need foam.
    - Trevor stated that Window Dressers was very responsive with a request for additional rolls of foam. The production manager came to the ferry terminal and handed them to someone in line, and Trevor was able to pick them up this afternoon. We have five new rolls—two to complete the 130' of inserts that we still need to wrap, and three rolls for the community members who wanted to wrap their own inserts. The plan is to rewrap inserts before giving out rolls to the community members.
    - Dylan Purington will transport the build components back on November 13th,
    - Harriet stated that we didn't quite meet the Window Dressers minimum of 150 inserts, but they allowed us to go ahead with 123. There probably won't be enough demand to have a community build next year, but maybe in a couple of years.
    - Trevor thanked everyone for volunteering.
    - Bill suggested taking photos with an Infra-Red camera, with and without inserts, to post on a website. Cressica replied that she has taken photos, but it's hard to do because of the reflectivity. It needs to be angled right to get a clear shot. Bill will try it.
    - Kathy suggested an article for Islesboro Island News (IIN). Trevor volunteered to write something up. Janis has some photos of the event she can share with Candice and Trevor.

7. Island Fellow Update
    - Elizabeth reported that she, Janis, and Cressica went to a regional meeting hosted by Island Institute to talk about ETIPP.
    - Elizabeth also participated in the Window Dressers build.
    - She is currently going through residential surveys on home insulation improvements and energy-related questions. We will start thinking about data visualizations on the responses and get information out to them, kind of a pulse-check on how we're doing with energy on Islesboro and what we can do moving forward.
    - Elizabeth is hoping to follow up with Bill on the data from the Town solar arrays, and how CMP fits into that.
    - Elizabeth is working with the school in gathering their solar data. Principal Kate Legere and science teacher Haley Curry are enthusiastic about Elizabeth starting a project with middle-school students, looking at the data collected through the school, if we can find the data. Bill stated that CMP has it, she will just need the password to log in and download the data. The same is true for the solar output. Bill was given the login info for the town, but the school has a separate account. Elizabeth added that this will be a chance for some students to come to an Energy Committee meeting and present the data and their findings.
    - Elizabeth is also looking into winter programming for students and families at the ICC, hoping to collaborate with the Sewing Circle for sustainable gift ideas, and some youth programming for energy and sustainability in general.
    - We've also reached out to Haley Curry about an adult ed class related to energy for the winter cycle, with topics such as Electrification 101, Heat Pumps, Reading CMP Bills, etc. If any committee members are interested in teaching a seminar, talk with Elizabeth or Janis.

8. ETIPP Introduction
    - Harriet announced that Islesboro has been accepted into the next cohort of ETIPP, which is the Energy Technology Innovation Partnership Project of the Department of Energy. We participated in the first cohort four years ago, when Holly and Janis were leading. There are two tracks; one is the strategic planning track, and the other is a technical deep-dive. We did the strategic planning track for the first cohort, and now we are doing the deep dive.
    - Harriet shared some slides from an introductory phone call last week, as an overview of the project. The report from the previous go-round included a couple of recommendations, such as reducing overall energy use. Weatherization, Window Dressers, and work done on the Town properties fall into that. They also proposed a much longer-term project of making the island more self-sufficient with the use of microgrids, on-island production with solar arrays, and other technologies. The concept was deemed to be doable.
    - We've applied for a couple of grants over the last year or so, but didn't get any. We also applied for a program that ended up being cancelled.
    - This ETIPP program does not provide construction money, but does provide a way to produce a more detailed plan.
    - We will be partnering with the Island Institute. Skye Butterson-Dunn is our representative at the Island Institute. We'll also be working with engineers. There are four national laboratories that participate in this program across the country. We will be working with the National Renewable Energy Laboratory (NREL), based in Colorado. We also worked with them on the previous round. There will be a technical lead from NREL who will be managing the technical component, and there may be other technical contributors that are brought in as we go along.
    - The first segment is about scoping the project, getting to know the community, understanding the goals, and developing specific deliverables and expectations. This will probably take a few months. The second half of the project, the in-depth technical analysis, is estimated to take 12-15 months. At the end there will be final deliverables and recommendations.
    - We hope to come out of this with a detailed plan that will enable us to be more successful when applying for funding. Along the way, we will be engaging with the community to inform them, get feedback, and understand the concerns of people who are not on board or may oppose some of what we are doing.
    - Although we have been awarded this opportunity, we are not allowed to make any public announcements (press releases) until the government shutdown is over. Any press releases we produce will need to be vetted by our partners.
    - Skye Butterson-Dunn of the Island Institute stated that she is the advisor for Elizabeth Dyer and the regional partner for the Energy Committee's ETIPP crew. She stated the next step will be the onboarding. We will have a two-hour in-person session to go through the details of what the project will entail and what the timeline looks like, and start getting ready for the scoping stage. The technical lead will be Nicholas DeForest from Lawrence Berkeley National Lab. He is also the tech lead for Brooklin, who is also looking at microgrid options. It will be nice sharing learnings from Brooklin. Another community in the cohort is Cranberry Island. Two communities starting the strategic planning track are Belfast and Wiscasset.

- The Island Institute's role will be acting as an intermediary between the community and NREL and Lawrence Berkeley.
- Harriet stated that anyone is welcome to be part of the team. We will meet for onboarding on Monday, December 8.
- Harriet added that there is $50,000 as part of the grant. As deliverables are completed, we can submit for payment. It also includes salaries and travel expenses, and costs if we hire a consultant, such as for a survey for one of the sites.

9. Budget Review
    - Harriet suggested having a work group sometime in the next couple of months to go over remaining funds, the ETIPP money, and requests for the next fiscal year.
    - Budget requests need to be submitted to the Select Board by February.
    - Harriet stated she also asked Janet about the rules for subcommittees, work groups, and public meetings. She said that any decisions we make require a public vote and the full committee. Work groups would be to get some ideas together that we would recommend to the committee to vote on.
    - Kathy stated that when the Select Board does their budget workshops, they make an announcement. She suggested Carrie could post an announcement any time we are meeting.
    - Harriet stated that when it comes to money, it's very important to be open in our discussions.
    - Harriet will send out a poll to find out when people are available for a budget meeting.
    - Bill stated that the Energy Committee has done what we were asked to do. We have made the municipal buildings as efficient as they're likely to be with small changes. This represents a change in direction, brainstorming for new work for the committee. A meeting is essential.
    - Discussion about the best time for a meeting. Janis suggested someone put together what pots of money we have and how much is available, then meet in early January.
    - Bill stated that October is the first month in which all four solar arrays have been contributing to the pool of kilowatt hours stored, and covering all but two accounts completely in their electrical demand. The two accounts not covered are the Health Center (because it's a Medium General Service account, and we are paying a demand fee of over $500), and the streetlight account (which will never be covered by the solar array output, as it's a different type of account). Bill will keep track of all that and report back.
    - Bill stated added that we are now seven months into the year for the Health Center to qualify for a Small General Service account (below the 20kW threshold). One month had 19kW, and one had 18.3kW. That was our peak use. The heating season hasn't kicked in yet, but hope this continues. We have to go for a full year to be able to ask for the Small General Service standing, which then gets rid of the demand per kilowatt hour fee.
    - Harriet asked Bill about the gap between the kilowatt hours produced and used. Bill replied that he doesn't have a good answer. We were given 3360 for use and 320 for generation, which makes no sense. The total generation since the beginning of operation was about 1800 kilowatt hours, and that number doesn't show up anywhere. It's the first month, and we need to find the trend that's developing. Bill will call CMP and get some clarification on how that's working.

- Harriet stated that Bill and Cressica have been doing calculations to determine how large the ground array needs to be to meet the demand of the Health Center. Bill replied that we will know better once the heating system kicks in and we see what the cost is. It's complicated by the fact that CMP doesn't see all the electricity; it's behind the meter. What they are reporting is not the same as what the website is reporting.
- Harriet displayed the EV charger estimate that Holly shared. Holly explained that they discovered they can do a subpanel installation, and that will allow us to connect two chargers. This document is the proposal.

Motion to recommend to the Select Board that we accept the EV charger proposal from SolarLogix to install the subpanel for two EV chargers for a total of $5,800, K. Kerr, seconded by B. Thomas. Discussion as below. Roll Call. Motion passed, 8 yes, 0 no, Unanimous.

- Janis asked if the EV chargers will screw up the demand. Cressica replied that we're going to have to account for that at some point.
- Bill suggested having a switch on it so we can turn it off when we choose to. We may not want to activate it right now. Holly replied that it has its own breaker in the Health Center.

Additional discussion:

- Bill stated that the Health Center can do things to lower the demand. If they turn on the lights and computers at the same time, the demand will surge, and may knock us over the monthly limit. We ought to talk to the staff about how to spread it throughout the day.
- Cressica added that we have to look at their demand profile and identify where the peak is so we're not telling them to do something that doesn't make sense. Same with the Town Office.
- Janis stated that PYY has a battery that's programmable to avoid demand charges. When they turn things on, it comes out of the battery, and then the battery recharges slowly.
- Cressica stated that if we're able to get the demand profile, we'd be able to see whether or not a battery would be able to serve that purpose, or do we need to have some sort of behavioral intervention. We need to find that out right away because we need to make the RFP for the solar array and decide how much money would go to a battery vis-à-vis how much money would go to the solar, because the biggest cost right now is that demand charge.
- Harriet asked Bill if we can get that profile. Bill replied that he believes the Small General Service doesn't provide access to the demand profile, whereas the Medium General Service does. It would behoove us to do this soon for the Health Center. We would log into the website and go to that function.
- Janis asked Bill if he has given Elizabeth the password for CMP. Bill replied that he is not authorized to give out the password. Janis stated that Janet has okayed it.
- Holly stated that if the committee is redirecting towards helping people in the community, there are a lot of opportunities to purchase batteries that would be able to handle that first load. Once we have that handled, we could use those battery backups for people in the community, kind of like a lending library. A lot of companies like Anchor and EcoFlow are having sales, and you save when you buy in bulk (three or more). This might be an opportunity for us to use the

extra money that we didn't use for the EV charger. We could put one in the health center for the heat pumps and computers. Cressica replied that the heat pumps are hard-wired on a battery management system that requires sophisticated software. It will be able to sense the overall load in the building because it will be connected to the circuit box directly. It's a consideration that we can write into the RFP as an alternative and see what the cost might be.

10. Next meeting December 9, 2025 – discuss future meeting dates: possible budget planning

11. Adjourn
    Motion to adjourn meeting at 6:13 pm, M. Mullins, seconded by B. Thomas. No Discussion. Roll Call. Motion passed, 8 yes, 0 no, Unanimous.

Respectfully Submitted,

Carrie Reed

Carrie Reed, Secretary