

Islesboro Energy Committee
Regular Meeting
Tuesday, September 12, 2023
In-Person and Zoom Meeting at 5:15PM

APPROVED
10/10/23

MINUTES

1. Call to Order

Chair Myra Sinnott called the meeting to order at 5:18 pm.

2. Establishment of a Quorum

Quorum was established with over 5 members

Members Present: Bill Thomas, Toby Martin, Harriet Bering, and Holly Fields

Via Zoom: Chair Myra Sinnott, Josh Leach, Dick DeGrasse, and Cressica Brazier

Members Absent: Monica Mullins, and Melissa Burns, Ex Officio.

Others Present: Joanne Whitehead

Via Zoom: Maggy Willcox and Peter Willcox

3. Approval of minutes from previous meeting

Bill Thomas pointed out a misspelling. "Power" for both John and Joshua should be "Kauer."

Motion: To approve Minutes of August 15, 2023, as amended. No further discussion. Motion passed, 7 yes, 0 no, Unanimous.

4. Guidelines for meetings.

- Myra went over the new guidelines she had sent to the group via email. The guidelines are meant to help streamline the meetings.
- Toby asked why these were necessary, and if there has been an issue.
- Myra explained that there were some concerns that the meetings were becoming too long and folks had come to her with ideas for making meetings more efficient.

5. Quick Updates on On-going Projects/Old Business

a. Energy efficiency projects update (Bill)

- Bill reported that for the library the outstanding invoice was submitted, and that is resolved.
- There is still a need to go back and get some images with a blower door test at the library. Bill needs to finish the caulking in the building first, then will contact Revision.
- The EV charger at the Town Office: we did not have the information to set it up correctly. We had communication from Joshua at Paragon Electric to help with that issue. We are waiting for a license key from the charging company to activate the billing software. People can charge their cars, but we can't charge money for it yet.
- Resolving the rebate from Efficiency Maine. We've had communication with Kayla, and we are waiting to hear back. We have sent in all of our closeout paperwork, and Joshua is sending his closeout paperwork.

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- Fire station lights were reported to not be working, but there doesn't seem to be a problem. We are monitoring the situation.
- b. Budget update (Myra)
- Myra reported that she updated the budget after last month's discussion.
 - Added the Town Office EV charger signage.
 - Removed Historical Structures study for the library.
 - Lowered the cost for LED lights for the Transfer Station.
 - Toby asked how many heat pumps the Town Office will need. Bill answered it will be two heat pumps.
 - Toby reported that he asked Kathy Johnson at the Town Office about the funding of the Evergreen amount that was supposed to roll over into the new fiscal year budget, but is showing on our bill. Janet is working with the auditor on this. We won't know until February 2024. We have to put \$14,160 on our budget until it gets resolved. However, Janet feels confident that this will be resolved. Bill noted that this gives us several months in which to tailor the end of year spending, and we shouldn't have a problem juggling those numbers. Myra stated the heat pumps can be done between February and June. Holly agreed that we will have wiggle room for the two heat pumps, which will cost \$16,000. If it doesn't work out, we can move that project to next year. Bill suggested scheduling the work for the installation in the first part of the year tentatively with the condition that we cancel if the funds aren't available.
 - Toby stated that we have \$1000 budgeted for secretary services, and we're overspending that amount if we project it for a year. We need to budget \$1500 - \$2000.
 - Myra will send the revised budget out in a Word document via email.
- c. Electrical engineer update for Library (Josh & Cressica)
- Cressica reported that she inquired about whether there was an electrical engineering study done for the municipal building. Lauren was not aware if any electrician had come for the Municipal Building Project to evaluate the Town Office. The MBP engineer is willing to do such a report. Or we can ask Justin if he can do a basic assessment that allows us to move forward with our library upgrades. It depends on the scope of the upgrades, especially for the heating system. Cressica would like to ask Janet if a study was done for this building.
 - Bill explained that Joshua from Paragon strongly recommended we do an electrical engineering study. Bill is not sure that's needed. Bill can ask Justin if he can do a basic evaluation, and reminded the committee that we need at least one year of heating data to know what the BTU demand on the building is. We're not in any rush.
 - Toby reported that the Friends of the Library have been alerted to the idea.
- d. Municipal Building Project (Cressica)
- Cressica reported that there's a MBPC meeting in one week; Cressica can send more info about where the projects stand after that.

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- Up-Island Public Safety Garage: Cressica would like to talk with Josh to go over the list of upgrades. Cressica and Josh will talk offline to prioritize.
- Bill requested that the thermostat control be on list.

6. Discussion

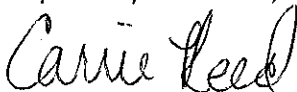
a. Energy Prize next steps on hiring Coordinator (Cressica).

- Cressica stated that hiring the Community Energy Coordinator is an important step for us to move forward with community outreach and organizing among our potential partners.
- Job description draft is in Google docs.
- The Prize activities that are listed on the outline will be part of the Coordinator's role. These activities are written into the job description.
- One prize goal is to reach out to community groups and form partnerships that will allow us to get people to do home energy upgrades, solar, and wind. Organized into four batches: groups we've contacted and informed.
- Bill had a meeting with Islesboro Affordable Properties (IAP). We also had a meeting with Efficiency Maine. Bill reported they were both positive.
- Bill and Cressica had a meeting with all the national rural energy prize team winners, over 50 teams from across the country—similar communities we can share with and hopefully get input from in the near future.
- Harriet reported she has been in touch with the Sewing Circle. Jane Wherren will plan to have us talk to them at end of September or early October.
- Harriet also spoke with John King. The Ferry Service is in the process of designing a new ferry, which will be a hybrid. Charging infrastructure will be on both sides. Bill pointed out that TOU rates will be important for storage.
- Community outreach and events—next steps in getting the word out.
- Bill feels we are losing momentum with ICC and the IESC. Tom Tutor and Roger Heinen are waiting for us to get back to them.
- Cressica is creating a document with lots of points that we hope to collaborate with the IESC on, and she will share it soon. It will be on Google drive.
- Bill called Satchel Toole at Efficiency Maine and asked him to reconsider program criteria (to help people who can't afford to build efficient houses).
- Myra added that she spoke with Jesse Remillard at Efficiency Maine about how we can support some of the businesses on the island, and they are reconsidering their criteria. It's good to stay in touch. Affordable housing is an issue.
- Holly stated that some people forget about a huge part of our population when they talk about energy efficiency, and miss people who can't afford something that would help make their lives more affordable. They can't afford the initial outlay.

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- Cressica pointed out that the community outreach objective is to find those hard-to-reach people who can't do the upgrades themselves.
 - Cressica will create a list of bullet points for the job description, and is looking for the committee's help to write it up.
 - Cressica started a home energy database that has contacts for people we might be able to help. She also started a solar site database for those who might want to join our solar array hosting network.
 - We hope that the potential coordinator is someone who is on the island. This contract position will be modeled on the Sea Level Rise contractor.
 - Toby suggested we get guidelines from the Town for hiring policies for a contractor.
 - Bill suggested that we need a highly skilled person, maybe this person is not on island. Advertising might need to be broadcast farther.
 - Holly suggested it should be someone who is at least familiar with the island and have the ability to spend time here.
 - Discussion about qualities and qualifications for applicants, and wording for the job description.
 - We may need to find housing for the coordinator, as in the Island Fellow model.
 - We need to post ASAP. Cressica will talk with Janet within a couple days, and send out to the committee members this week. We will post the job description at the end of this week or next week.
 - Network with the Sewing Circle and Maggy Willcox.
7. Homework for next meeting
- Dick DeGrasse pointed out that there will be a discussion on Maine Power Options at the next meeting. Please read materials.
8. Next meeting, Tuesday, October 10th, at 5:15pm.
9. Adjourn
Motion to adjourn at 6:48pm, B. Thomas, seconded by M. Sinnott. No discussion. Motion passed, 7 yes, 0 no, Unanimous.

Respectfully Submitted,



Carrie Reed, Secretary