

Islesboro Energy Committee
Regular Meeting
Tuesday, June 13, 2023
Zoom Meeting at 5:15PM

APPROVED

7/11/23

MINUTES

1. Call to Order

Vice Chair Bill Thomas called the meeting to order at 5:15 pm.

2. Establishment of a Quorum

Quorum was established with over 5 members

Members Present: Bill Thomas, Dick DeGrasse, Cressica Brazier, Toby Martin, Josh Leach, Monica Mullins, Harriet Bering, and Melissa Burns, Ex Officio.

Members Absent: Myra Sinnott and Holly Fields

Others Present: Janice Leach

3. Approval of minutes from previous meeting

- Toby asked that the word "inappropriate" in regards to the Evergreen invoice in the Energy Efficiency Updates be changed to something more accurate. C.R. changed it to "incorrect."

Motion: To approve Minutes of May 9, 2023, as amended, T. Martin, seconded by J. Leach. No further discussion. Motion passed, 7 yes, 0 no, Unanimous.

4. Approval of Monica Mullins and Harriet Bering as official IEC members

- Melissa clarified that this did not need to be voted on as the Select Board already approved and appointed the new members.
- Bill welcomed the new members to the Energy Committee.

5. Updates on Ongoing Projects/Old Business

a. Municipal Building Project

- Cressica reported that the Municipal Building Project Committee met two weeks ago and approved the hiring of the Construction Manager, H. E. Callahan, a firm from Auburn, Maine.
- Cressica will discuss with the new architect all the items that the Energy Committee has identified as priorities for the new buildings.
- They intend to break ground on October 1st for both buildings.
- Bill asked Cressica if she can keep the group apprised of decisions. Cressica will send info to the group after all meetings. Cressica stated that the committee is interested in our input.

b. Energizing Rural Communities Prize Update

- Cressica reported that the application was submitted, but it wasn't competitive for two reasons: 1. Cressica couldn't fulfill a lot of their scoring criteria

Islesboro Energy Committee
Regular Meeting
Tuesday, June 13, 2023
Zoom Meeting at 5:15PM

requirements. 2. The Island Institute and A Climate To Thrive both also submitted applications, and they are much stronger candidates.

- The upside is we have a body of information to work from, and that leads into the grant review. We are starting get materials and partners that are important for federal grants, so all of the work done will be directly applicable to the next application.
- Cressica shared the short video she created for one of the applications.

c. Treasurer Report

- Toby reported that he sent everyone a copy of the report via email.
- The Town treasurer, Kathy Johnson, will get back to Toby when she returns to the office so the report can be finalized.
- Toby asked Town Manager Janet Anderson if the money carries over to next fiscal year. She said it was up to the auditors, and it's up to the Energy Committee to complete all project work in compliance with the Town's budget policy guidelines. Bill suggested we let Myra handle that.
- Toby's main concerns are getting estimates that are reliable, and getting invoices in a timely manner.

d. Energy Efficiency Projects

- Bill explained the two major venues of focus for energy efficiency updates: the Library and the Town Office/Municipal Building.
- Bill reported that at the library, the insulation work has been completed. There is more insulation than was projected, because there was some work in the projection that did not need to be done, and the money got transferred into more insulation. There is now a higher level of insulation in the ceiling.
- The reason we don't have an invoice yet is because Evergreen hadn't done a closeout blower-door test. That was supposed to have happened today. Bill will get in touch with Evergreen to make sure that was done and get a report. Bill has been in touch with Brian Robinson and inquired about a rewritten invoice that reflected the work actually done. He promised he will get it to Bill. We will not pay the bill until we have the report and the accurate invoice.
- In the library, the lights have been installed, in two stages. The dimmers have not been installed yet, but the work is scheduled for July 12.
- At the Town Office, the upgrade of the EV charger will be about \$2300, and we will apply for a rebate. Paragon Electric will do the installation.
- Paragon will also do the conversion to LED lighting over the course of the next two weekends. Bill will be here with him on Friday to assist as he starts the project. Janet may have a Town truck available to dump the old lighting into.
- The work by Paragon is expected to be completed and invoiced by the end of the month.

Islesboro Energy Committee
Regular Meeting
Tuesday, June 13, 2023
Zoom Meeting at 5:15PM

- The Efficiency Maine rebate application needed some clarification. Josh from Paragon Electric got in touch with them and provided info. He is waiting to hear back.
- The quote is \$2394 for the EV charger, and 15,814 for the LED upgrade. The rebate will be about \$3000.
- Josh will need assistance over the weekend for the installation. Bill asked for volunteers. Jeff Boley at the Transfer Station said he will process the old fluorescent bulbs and fixtures.
- Toby asked about dimmers and motion sensors. Bill replied that those can be added later. Time was of the essence to get this done before the end of the month.

6. Discussion

- a. Meeting date to discuss IEC projects/spending for 2023/2024
 - Discussion about possible dates for budget meeting. July 29th was chosen.

Josh Leach had to leave the meeting early.

- b. Motion to implement first phase of the Jim Cohen Islesboro Aggregation Group proposal
 - Dick reported that he met last week with New Brunswick Power. They promised, to the extent they can, less than 10 cents per kw hour. They are also open to off-peak rates for charging the ferry, etc.
 - Dick proposed that we vote on employing attorney Jim Cohen to work on Phase 1 of our proposed Aggregation Group. Dick suggests we set aside \$10,000.
 - Toby asked what services we'd be getting for the cost.
 - Cressica clarified Phase 1 would be \$2,000 - \$5,000.
 - Phase 2 would be \$2,500 - \$10,000 additional to Phase 1.
 - Phase 3 – unknown costs.
 - Cressica expressed concern about spending up to \$15,000 initially to set up a contract, with additional money to get to a signed contract.
 - Bill stated we don't have the funds in this fiscal year. Starting in July, we could possibly have the funds for phase one.
 - Cressica stated it is incumbent on us to go through and understand the entire process and how much it will cost in terms of an actual implementation plan. We need to discuss further.
 - Melissa added that the Select Board already passed the budget for FY 2024, and this is not part of it. We will not be able to do this until possibly 2025.
 - Cressica stated we should present a preliminary implementation plan to the Select Board based on the additional resources we will need, such as personnel.
 - Toby asked if there is any documentation showing that Jim Cohen is the right person for us, and that he's done this before. Cressica replied that he has never submitted a competitive electricity provider application on behalf of a

Islesboro Energy Committee
Regular Meeting
Tuesday, June 13, 2023
Zoom Meeting at 5:15PM

municipality in Maine. He's done Maine Power Options. They contract with a single supplier, and do procurement for universities and health care facilities.

- Bill suggested we table the motion at this point, with the understanding we will give it serious consideration for the budget next year.
- The project will need personnel for records management, etc.
- Melissa added that the Town staff is already overburdened and cannot take on another task. Another employee cannot be hired until after next year.
- We need to plan to have a thorough conversation before moving forward.
- We can discuss this at the budget workshop on July 29th, when Myra is present.
- Motion is tabled.
- Dick expressed concern about delaying the process for energy savings and the new electric ferry battery design.

c. IEC grant opportunities

- Cressica stated that there is a grant that would be good to apply to, but she is not personally able to organize it. It would be good to try out now, even with little chance of getting it, to prepare for the Spring application.
- It's called the Energy Improvements in Rural and Remote Areas from the Office of Clean Energy Development. Any clean energy technology that we would be doing based on the ETIPP plan would be eligible.
- The deadline is July 14th.
- Cressica will email info to the group.

7. Coordination/Communication with Other Groups

8. Homework for next meeting

- Read Dick's paper for understanding the design of the battery for the new ferry.

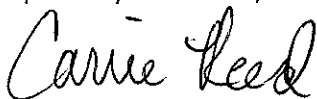
Motion by B. Thomas, seconded by D. DeGrasse, to remove personal information from the draft minutes of May 9. No further discussion. Motion passed, 6 yes, 0 no, Unanimous.

9. Next meeting, Tuesday, July 11th, at 5:15pm.

10. Adjourn

Motion to adjourn at 6:32pm, B. Thomas, seconded by T. Martin. No discussion. Motion passed, 6 yes, 0 no, Unanimous.

Respectfully Submitted,



Carrie Reed, Secretary