

**Hollis Energy Committee Minutes**  
**9- 1- 09 (1:00 PM) Town Hall Community Room**  
**Draft Copy**

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Members Present: Karen Cramton, Chris Heiter (via speakerphone), Troy Brown, Jeff Babel and Cathy Hoffman  
Also Present: Venu Rao and Frank Grossman (Project PROGRESS)

**Election of Officers:** T. Brown asked for nominations for Chairman of the Hollis Energy Committee. K. Cramton nominated Chris Heiter. Participating in the meeting by speakerphone, C. Heiter responded that he would be willing to become the Acting Chairman. He would like time to consider whether or not he would be able to commit to becoming the Chairman. There being no further nominations, T. Brown called for a vote.

*Moved by Karen Cramton, seconded by Jeff Babel that Chris Heiter be elected as Acting Chairman of the Hollis Energy Committee. Voting in favor of the motion were Cramton, Brown, Babel and Hoffman. No one was opposed Heiter abstained. The motion PASSED 4-0-1.*

**Grant Opportunities:** K. Cramton informed HEC members that she has received an application for a small grant from the New England Grassroots Environmental Fund. This grant is targeted at small organizations with specific environmental projects that can be accomplished relatively easily. T. Brown stated that one of the ideas suggested was to use the grant funds (up to \$2,500) to purchase smart strips for department computers. Dawn Desaulniers, the Town's IT Specialist, has inventoried each department. She has recommended purchasing twenty-two power strips at a cost of \$100 each. These power strips would eliminate phantom loads. Savings, depending upon regional electricity costs, could exceed \$880 per year. C. Heiter noted that behavioral modification would be needed to maximize cost savings. If computers and monitors are not turned off, it lessens the benefit.

Other options discussed, but dismissed, included programmable thermostats for the Town Hall and motion light switches. V. Rao suggested expanding the grant application to include residential power strips for accessory facilities. He also noted that the grant money could be used to purchase meters that could be used to monitor electrical usage at Town buildings and then given to the Library for residents to check out and use at home. C. Heiter recommended that the HEC either set up its own website or create a link on the Town's website for public outreach and education. C. Hoffman noted that the minutes are posted on the Town's website under committees and boards. She added that posting information on the Town's website could be accomplished fairly easily. T. Brown added that there is no charge for this service.

K. Cramton stated that the grant application must be submitted by September 15<sup>th</sup> (postmark date). She agreed to fill out the grant application and email it to the other members for review.

**Clean Air Cool Planet:** Clean Air Cool Planet will perform energy inventories at no cost to towns. The town must choose to either have a policy or energy audit. All communities would receive this basic audit. However, only five would be chosen to receive an investment grade audit that could be used for obtaining financing. If selected, the community would pay \$50-\$500 for the audit, unless granted a waiver. The deadline for submission for this grant is September 25<sup>th</sup>.

**Energy Efficiency & Community Block Grants:** T. Brown stated that 6.5 Million Dollars would be available to communities for these grants. F. Grossman explained that for the region that Hollis is in (region 3), the maximum amount available to a community would be \$400,000. T. Brown stated that this is a competitive process and would be 100% funded for projects that are "shovel ready". The timeline for these grant applications is currently unknown. He added that for the Hollis Town Hall this type of project would not be cost effective unless there is a total renovation of the building. K. Cramton stated that the Police Station is the highest energy using facility. \$400,000 would probably be enough to upgrade this

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building. Committee members agreed to focus this funding effort on the Police Station. T. Brown stated that he would invite Chief Ux to the next meeting.

**Action Items:**

- Grant applications due the 15<sup>th</sup> and the 25<sup>th</sup>. K. Cramton
- Next meeting scheduled for Tuesday September 15<sup>th</sup> at 9:30 AM in the community room
- Invite Chief Ux to the September 15<sup>th</sup> meeting. T. Brown
- Research RSAs regarding formation of local energy commissions-C. Hoffman
- Review and amend mission statement and membership of the committee as per V. Rao's Hollis Energy Committee Action Plan
- Discuss setting up a non-lapsing fund for the committee (warrant article at Town Meeting)

**Adjournment:**

*Moved by Karen Cramton, seconded by Troy Brown that the HEC adjourns. Voting in favor of the motion were Cramton, Heiter, Brown, Babel and Hoffman. No one was opposed. The motion PASSED 5-0-0.*

The HEC adjourned at 2:10 PM.

Respectfully submitted,  
Cathy Hoffman  
Assistant Town Administrator