Chairman Morales called the meeting to order at 7:04 pm.

**Old Business**

Bob contacted the State Energy and Planning Office requesting that the Town be contacted when the Office plans on soliciting bids for electricity in the future. Apparently the Office had already begun the process of soliciting new bids and that, unfortunately, there was no mechanism for including the Town in this process. No further action to join the state office in this effort is planned at this time. Based upon the several failed attempts to successfully participate in collaborative purchasing with existing groups, the Committee has decided to focus on other energy saving opportunities for the time being.

Regarding the conversion of certain lamps to more efficient type T8 bulbs, the need to use a licensed electrician to implement this conversion will not be determined at this time. However, it was confirmed that no minimum level of electricity consumption is necessary to take advantage of Unitil’s reimbursement program for such lamp conversion projects.

**New Business**

The final results of the analysis relating to the conversion of fluorescent lamps from type T12 to type T8 at selected locations within Town buildings was presented to the Board of Selectmen at their scheduled meeting on January 5, 2015. Given the relatively small cost advantage of making the conversions, as well as some uncertainty regarding the future of some affected buildings, the Board decided to defer any action to convert the lamps at this time.

The identification of a more cost effective electricity supplier for the Town was discussed, and the current options can be summarized as follows:

A) Continue to use Unitil at a rate of $0.15265/kwh through May 31, 2015
B) Switch to ENH Power at a rate of $0.1199/kwh for a contract period from March 1, 2015 through February 28, 2016
C) Switch to Freedom Energy Logistics (FEL) provided that their quoted rate is significantly lower than Unitil and ENH.

**ACTION:** Solicit the best available current rate for the Town from FEL [Steve]
As a result of continuously dynamic electricity rates, it was decided to establish a mandatory review of rates available to the Town from all qualified electricity suppliers each Spring. At that time, recommendations to change electricity suppliers will be made as appropriate to take advantage of the lowest available electricity rates.

In order to make better decisions involving building improvements (such as lamp conversions or insulation enhancement), the future anticipated utilization of existing Town buildings needs to be considered. It was suggested that a Town Property Utilization Plan be created, documented, and maintained that reflects the best current vision of the Town leaders. All future proposals to improve existing property would need to align with the current Plan.

The additional recommendations in the Peregrine Energy Group report relating to the sealing of air leaks and the addition of insulation in certain Town buildings was discussed. Given the relatively long payback period of most of these recommendations, it was decided to defer major action at this time. However, it was agreed that programmable thermostats should be installed in all appropriate areas since the investment is small and the resulting energy savings significant. In addition, sealing areas of obvious outside air intrusion around all exterior doors/windows and electrical outlets using weather stripping and expanding foam insulation was suggested.

The meeting adjourned at 8:10 pm