

**Cape Elizabeth Alternative Energy Committee**  
**Minutes: October 9, 2008**

**Present:** Wyman Briggs, Ted Hawkes, Sara Lennon, Alan Lishness, Ernie MacVane, Bill Slack, David Whitten

**Absent:** Peter Cotter, Peter Ingraham

**Guests:** Rick Fontana, Anne Holland, Steve Linnell

**I. Approval of Meeting Minutes**

Minutes for the September 10 meeting were unanimously approved

**II. Energy Audit Status**

- Ernie reported that there were 18 requests for proposals sent out via mail with a follow up via e-mail. Four companies responded with proposals, but two came in after the deadline and are therefore ineligible under the current set up. The two proposals that will be considered are from CM3 and Trane. The two that came in after the deadline are from Johnson Controls and Bonhag. The companies had approximately two weeks to submit proposals.
- There was some discussion suggesting it would not be in the best interest of the Town to only consider two proposals. Because the deadline was set, Ernie felt it would open Cape Elizabeth up for criticism to consider proposals that arrived after the deadline. Dave strongly urged the committee to open up the request for proposals again as he would like to see 4 or 5 proposals with an absolute minimum of 3.
- Ernie said that the process for selecting vendors usually involves the committee and him putting together a recommendation that they submit to the Town Manager. Some members of the committee feel they personally may not have qualifications to pick a vendor.
- It was decided that the Committee should meet again on October 23 to review the two proposals that arrived before the deadline, make sure they conform to the RFP, and come up with questions for the contractors. The companies would then be invited in to present to the committee face to face and answer questions. All the committee members are invited to attend the meeting on October 23, but only those who are interested will attend.
- Ernie will request the proposals from CM3 and Trane electronically and send them to Anne to send to the committee. Anne will also reserve the Jordan Conference Room for October 23 if it is available.

**III. The Report**

- The target date for completing the report is on or around **December 15**.
- Rick, Dave and Alan submitted their write ups for the report.
- Bill reminded everyone of some of the items for the report that were talked about at the last meeting, including:
  - Creating a timeframe where things may be phased in
  - A new school is not on the short term horizon, but discussion of a new school should be included in the report
  - Centralized biomass boiler with a distribution system
    - Ernie said he got a rough quote for a biomass boiler and it would have a 3 to 5 year payback. The quote however, was not for a complete system and it would be helpful to get a more total system cost.

- Even though it is not part of the charter, it would be useful to use the ICLEI software to get an idea of carbon emissions and include information about that in the report.
  - Due to a delay in acquiring the software, Steve suggested that there may not be time to include it in the report. It could be noted in the report that there is a commitment to track carbon emissions.
  - Bill suggested that the report include a recommendation based on the committee's position on carbon reduction.
- Bill sent out an excel spreadsheet that is similar to the Net Present Value methodology used by Chris. The committee agreed that this is the format to use in their report.
  - Bill suggested the group may want to have a few sessions to hone in on the spreadsheet.
- Alan suggests that the committee use Chris' report, give him credit, and add analysis using the Net Present Value methodology on a few technologies Chris did not consider. These additions include: LED Streetlights, cogeneration, vehicle efficiency, and natural gas.
- It was decided that the committee will use Chris' report, update the introduction and executive summary, perhaps revise the assumptions, add technologies, and include that the committee will be around for a couple more years to help things move forward.
- It was reiterated that the committee should not "bet" everything on one thing, but rather be mindful of opportunities.
- It was also suggested that the committee should stress the need to think ahead and help the town retain flexibility. An example was given of the wisdom of putting a natural gas line at an intersection that is being redone. While natural gas is not an option now, putting the pipe in could save the town a lot of money in the long run.

#### **IV. Windpower**

- Wyman reported that Cape Elizabeth did not get the Efficiency Maine Grant
- Wyman reported that an anemometer would cost about \$15,000 and it would run for a year collecting data. If an anemometer is not used, a company he contacted can do an economic assessment of wind power based on True-Wind data.
- Wyman suggested it will be a challenge to come up with definite cost, but that he can come up with a ballpark.
- Rick suggested that for \$15,000 it may be better to buy a small wind turbine and let it start producing electricity. He spoke with a gentleman who suggests moving the small wind turbine around. It would have the added benefit of not only producing electricity (albeit a small amount), but also serve as a demonstration project and educational tool.
- There was some discussion of the goals of the windmill—it should be used for educational purposes and an efficient way to produce electricity in the long run. Which is more important for the committee?
- There was also a question about whether an anemometer could be moved around. It was answered that it could be moved around, but that it would be a big deal.
- Herb Strout's offer to put a windmill on his property was revisited. It was agreed that it would be a good thing for the energy committee to get involved with.
- Bill thinks he may be able to get access to an anemometer and will look into that.
- There was also some discussion about off-shore wind power and what a great opportunity that is for Cape Elizabeth and Maine.

## **V. Other**

- Alan suggested members attend the Samso, Denmark lecture at the Portland Museum of Art on November 6. He will send Anne the link to forward.
- Ted reported he would attend a grant conference at the Windham Hotel on Columbus Day. He will report on it at the next meeting.

## **VI. Action Items/Schedule for Next Meeting**

- Wyman will contact Chris to get permission to use his report and get it in Microsoft Word format.
- Bill will e-mail around an electronic copy of Chris' report to all the committee members.
- Ernie will get electronic versions of the Energy Audit Proposals and send to Anne for distribution to the committee.
- There will be a meeting on October 23 for interested committee members to discuss the energy audit proposals. Anne will reserve the space.
- The next meeting will be the week of November 10. Anne will send around a Doodle.