

**TOWN OF CAPE ELIZABETH
MEETING Minutes (Final)**

MEETING: Alternative Energy Committee 2016
DATE: Wednesday, July 6, 2016
TIME: 7:00 p.m.
PLACE: Town Hall: Jordan Conference

Welcome/Roll Call 7:01 pm

Members Present:

Julia Bassett Schwerin, Chairperson
Rick Smith
James Masi
Wes Doane
Patty Grennon, Town Council Liason

Members Absent:

Laurenz Schmidt
Greg Marles, Director of Facilities

Public Comments

No members of the public appeared to offer any comments.

Approval of Minutes from Previous Meeting held June 14, 2016

Mr. Smith made a motion to accept; Mr. Masi seconded; following discussion, the minutes were accepted unanimously.

Reports and Correspondence

Old Business:

1. Grant research and presentation

This report from Mr. Masi was carried over to the next meeting, particularly regarding NREL.

2. Public Utilities and Efficiency Maine (Mr. Doane)

Mr. Doane noted that funds under the Recovery Act had been available for energy efficiency but they were concluded and there was nothing available for municipalities on the state level at this time. (Ms. Schwerin will update this at the next meeting.)

New Business:

1. Draft **mission statement** of committee drafted by Ms. Schwerin) was voted on and approved (motion by Mr. Doane, second by Mr. Smith, approved unanimously) as follows:
 - i To facilitate delivery of the best available decision-making information to empower the town council and inspire the community to engage in low risk/high reward projects that capture immediate and long-lasting benefits from energy efficiency and renewable energy technology by significantly reducing our energy costs and carbon emissions.
2. Discussed best approach(es) to next tasks and assigned subcommittees as follows:
 - a. Technical and financial: Conducting preliminary cost/benefit analysis and working with government agencies and foundations (Mr. Schmidt and Mr. Masi)
 - b. Community and schools: working with local schools and students and working with CE citizens and local communities (Ms. Schwerin)
 - c. Vendors and Contractors: working with vendors and contractors (Mr. Doane and Mr. Smith)

Committee point persons will please come to the next meeting with a draft outline of their approach, timetable and deliverables.

3. The committee motioned (Mr. Doane), seconded (Mr. Smith), and fully discussed that due to the maturity and applicability to the community needs at this time, and after careful consideration of the range of alternative energy technologies available on the market today, that the Alternative Energy Committee moved to focus on solar electric and solar thermal technologies for the initial project recommendation to the Town Council. The motion carried unanimously.

Next Meeting

16 August 2016, Jordan Conference Room, Town Hall

Public Comment

There was no public present.

Adjournment

8:22

Speaking on topics on the regular meeting agenda

After the public comment period has been opened, any person wishing to address the Alternative Energy Committee 2016 (Committee) shall signify a desire to speak by raising his or her hand. When recognized by the chair, the speaker shall give his or her name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. All remarks should be addressed to the Committee. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of the committee members present. The time for public comments is limited to 15 minutes per agenda item. This time may be extended by a majority vote of the committee members present. The chair may decline to recognize any person who has already spoken on the same agenda item and may call on speakers in a manner so as to balance debate. Once the Committee has begun its deliberations on an item, no person shall be permitted to address the Committee on such item.

Speaking on topics not on the Alternative Energy Committee 2016 meeting agenda

Persons wishing to address the Alternative Energy Committee 2016 (Committee) on an issue or concern local in nature, not appearing on the agenda, may do so at a regular Committee meeting during any public comment period. Any person wishing to address the Committee shall signify a desire to speak by raising his or her hand. When recognized by the chair, the speaker shall give his or her name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. Comments in each comment period shall be limited to three minutes per person and 15 minutes total; however, the time may be extended by a majority vote of the Committee members present.

Decorum

Persons present at the Alternative Energy Committee 2016 (Committee) meetings shall not applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting. Persons at the meetings may only address the Committee after being recognized by the chair