

**Energy Commission**  
Minutes of Regular Meeting  
February 20, 2020  
1<sup>st</sup> Floor Meeting Room

PRESENT: Sean Dunn, Karen Hintz, Sheldon Scott, Tom Ragaini, Jack Ferraro  
ABSENT: Dave Butkus, Jennifer Arasimowicz  
ALSO PRESENT: Dave Oakes, Greg Hahn (7:28 p.m.) and Ray Rogozinski (7:28 p.m.)

1. Call to Order

Chairman Sean Dunn called the meeting to order 7:03 p.m.

2. Public Participation

None

3. Approval of the regular meeting minutes - January 16, 2020

Commissioner Hintz made a motion seconded by Commissioner Scott to approve the minutes of the January 16, 2020 meeting. Motion approved.

4. Updates by Dave Oakes, Public Facilities & Energy Manager

Dave Oakes provided the Commission with updates:

- Repairs quotes were just received from the steam trap study, the project has come in under budget as well since the City is only paying for the time spent on site to conduct the study
- ARC Solutions is still working through the utility bills for the Energy Audit
- ESPN will be working with the City on Earth Day events
- May 21<sup>st</sup> is National Outdoor Classroom Day
- Sustainable CT early filing review deadline is April 28, the City will file its application for review. The equity toolkit options should be met with a few things the City is working on.
- A letter of intent needs to be submitted by 2/28 to participate with PosiGen for their solar campaign program they presented last month, which will qualify as an equity toolkit point.

Commissioner Hintz made a motion seconded by Commissioner Ragaini "To authorize Dave Oakes to submit a Letter of Intent for the City of Bristol to participate in Solar of All by February 28, 2020 and refer to City Council to approve the use of the municipal logo for use on campaign and promotional materials on the municipal calendar, website, social media and other promotional channels by PosiGen for the Solar for All campaign."

5. Discussion on Creating an Energy Efficiency Fund

Sean explained this will be on the Board of Finance Agenda for February 25 meeting, discussion was held on the creation of the fund. Orlando discussed two proposed capital projects that may have energy initiatives, the Firehouse Roof Replacement and LED lights at Muzzy Field. Both Departments are willing to work with the Energy Commission to make the project energy efficient.

6. Discussion on Residential Homeowners Solar Installation Options

Discussion was held on the PosiGen campaign which will move forward for low-moderate income, as this is a unique opportunities for those households. Councilman Hahn stated the Mayor is on Board with this imitative and using funds from the Energy Efficiency Fund for advertising costs for any residential solar program. Discussion was held on a program to reach all homeowners, however it would need to go out to RFP, with approval by the City Council. The campaign was discussed, people who took advantage of the program last time around could speak about their experience. Commissioner Hintz stated the PosiGen program is unique and powerful for low income households, the City will want to be mindful to that and make people aware of the two programs.

Commissioner Hintz made a motion seconded by Commissioner Ragaini "To direct Public Works to work with Purchasing to issue an RFP for a Residential Homeowners Solar program"

7. Any other business

Chairman Dunn suggested in the future the Energy Commissioner work with the Water Board.

Dave Oakes is working with Emily and Justin Malley to try to make local businesses aware of opportunities available for local businesses such as CPACE.

8. Any other business

9. Adjournment

Commissioner Ragaini made a motion to adjourn seconded by Commission Hintz at 8:15 p.m.

Jodi A. McGrane  
Recording Secretary