

Meeting Minutes

Saco Energy & Sustainability Committee

August 6, 2019

Present: Howard Carter, Jackie McDonough, Andrew Goldberg, Ryan Sommer, Nathan Johnston, Don Roth, Pat Fox, Rick Millard, Dor Bender

ENGIE Insight Presentation

- Presentation given by John Lawton and Lisa Neighbors of ENGIE Insight
- ENGIE Insight has over 150,000 employees globally, they serve many clients in commercial and industrial segments as well as state and local municipalities
- ENGIE Insight offers utility expense, audit, bill pay, data management and procurement services
- Utilities: electric, natural gas, water, sewer, propane, fleet fuel, etc.
- ENGIE Insight bill payment process:
 - Invoices are prioritized
 - Detailed line item data is captured, standardized and available in an online reporting platform
 - Invoices are audited and exceptions and missing invoices identified and researched
 - Bills are consolidated, a single file is presented to the client for review or payment
 - Payment process initiated via electronic transfer
- Everything is time stamped
- Can have as many users as you like
- Twelve to fifteen report formats available, can run a year-end report for budgeting purposes, also can load budget or have ENGIE Insight build a budget which is an additional service
- Can do a location attribute and filter data for each department
- An automated recurring report can be automatically emailed each month for each department
- The cost of ENGIE Insight services is based on the specifics of the services, the basic package is about \$4.50 (per bill) per service type per account, there is a \$1,000 monthly minimum (roughly 223 bills per month), \$6 per account for initial setup
- Dor Bender said the city of Saco has around 83 electricity accounts
- Andrew Goldberg said the city should try to negotiate the \$6 per account initial setup fee; ask if the \$1,000 monthly minimum can be waived

Zoning Ordinance Updates

- Did not address at this meeting

Turbine Site Committee

- Turbine site committee on hold per Nathan Johnston
- ShuttleBus-Zoom started up last Thursday at the Transportation Station, waiting to see how much room they need for their bus charging

Energy Spreadsheet Updates

- Jackie McDonough has been working with Dor Bender on a biweekly basis to keep the fuel database up to date
- The up to date fuel usage spreadsheet as well as an end of year comparison was sent via email to the committee
- On the spreadsheet you will find a percent variance which compares the current fiscal year to the prior fiscal year, also included is the usage in therms
- An email has been sent to Karen Merrill (the accounts payable specialist for the Saco School Department) requesting the most recent school fuel usage data, hoping to have the data by the next committee meeting
- When comparing the total fuel usage, there were 5,150 less gallons used in FY 18/19 than FY 17/18; which equates to 10,351 less therms used in FY 18/19 than FY 17/18
- The propane usage at the train station is up 122% compared to last fiscal year, per Don Roth, there were issues with keeping the platform warm at the train station last year, it was discovered that a pump failed in the heating system, it has since been replaced
- Switched from geo thermal to propane for space heating in the process building at the Water Resource Recovery department
- Mike Garrity mentioned in an email to Howard Carter that a gas burner has been installed at CK Burns School and he plans to do the same at Fairfield School
- Most of the FY 18/19 fuel savings comes from a decrease in diesel usage; Pat Fox said some of the decrease in diesel usage is due to the light winter in FY 18/19
- Pat Fox mentioned that the ambulances will be switching from diesel to gas

Facility Updates

- Unutil is in the process of connecting the natural gas line to the Parks & Recreation building
- Trane unit has been ordered for the AC/heating system in the Parks and Recreation gym, did put an energy saver on it
- Moving forward with the construction of a bathroom and storage building at the soccer field on the Foss Road
- The IT department has been moved over to the Annex

Action Items

- Ask each department head what utility data they would like to see tracked by ENGIE Insight

Next meeting September 3, 2019