Meeting Minutes
Saco Energy & Sustainability Committee
October 25, 2016

Present: Eric Cote, Alex Mouzas, Bruce Cote, Charlie Cotsis, Howard Carter, Jacqueline McDonough, Rick Millard, James Ferguson, Charlie Agnew, Bill Mann, Pat Fox, Andrew Goldberg, Nathan Johnston

Review of Hannaford's Energy Procurement
- Presented by Charlie Agnew, Competitive Energy Services (CES)
- Charlie Agnew has been working for CES for over three years as an account manager
- CES does procurement work for the following municipalities: Portland, South Portland, Scarborough, Cape Elizabeth & Falmouth
- Currently doing some consulting work on solar PV development in Portland and South Portland as well as budget and planning work
- The majority of municipalities use Maine Power Options
- Maine Power Options works with a single supplier, CES works with dozens of suppliers and has a main focus of obtaining the lowest price for its customers
- Commodities CES procures include: electricity, natural gas, liquid fuels (propane, residual oil, heating oil and biofuels), renewable energy credits and biomass
- CES provides energy budgeting and planning for the University of Maine as well as an annual comprehensive energy plan
- Cost for procurement services is around 1% of commodity cost
- Full service is 1-2% of commodity cost
- CES works for its customers, no ties to suppliers
- Analyze, process and store commodity account information for procurements or budgets
- Procurement cycle:
  - Collect account data, obtain historical usage, evaluate risk tolerance to develop a procurement strategy
  - Issue a request for bids
  - Analyze bids to identify supplier that best meets your procurement strategy, while monitoring the market to identify the best time to lock in a contract (or go back to bid until your desired terms are met)
  - Review contract terms and conditions
  - Execute a contract
  - Contract management & bill auditing
- Andrew Goldberg thinks working with CES is well worth the cost, he likes the large bid sheet CES offers compared to Maine Power Options
- CES also offers data trending
- During the bankruptcy process of Enron, CES was able to negotiate a lower rate and Constellation took over Enron’s clients
- CES stands behind their suppliers
- To obtain CES services: standard client relationship agreement, define services, roles of both parties and fee structure
- CES website: www.competitive-energy.com
Wind Turbine Decision Update
- Update given by Eric Cote and Nathan Johnston
- Nathan Johnston has received a few callbacks regarding the wind turbine, needs schematics and details, wants more time for additional research
- GE makes kits that lengthen blades
- Committee agreed to give Nathan Johnston and Eric Cote time for additional research, they agreed to make a decision on the future of the wind turbine by December 31, 2016
- Alex Mouzas mentioned keeping the shaft and installing solar panels with mirrors in place of the turbine
- Andrew Goldberg said the city should reach out to the public regarding the wind turbine and ask citizens for ideas
- Pat Fox mentioned public works receives phone calls that the turbine doesn't spin

Natural Gas Expansion Update
- Update given by Pat Fox
- A few lane closures for natural gas residential home service connections
- Unitil on High Street right now, gas main will go in before base pavement
- Park Ave and Fairfield school will have access to natural gas once Unitil is completed with High Street
- Unitil’s three year build out plan includes Thornton Academy, CK Burns school, Middle Street and Hannaford

Police Department Heating System Update
- Update given by Bruce Cote
- Unitil wants to connect the police department to natural gas as soon as possible
- Chris from CDM Smith told Bruce Cote to not rush, use oil this year and take time to make a decision
- CDM Smith informed Bruce Cote that the HVAC unit at the police department will need to be replaced soon
- Copies of oil and electricity bills for the past two years have been sent over to CDM Smith to conduct a facility survey to determine if the police department should switch to natural gas

Mini Split Installation at the Fire Department
- Did not address at this meeting

Building LED Conversion Update
- Update given by Pat Fox
- Currently working on street lights at York Hill, street lights are currently giant CFL bulbs, to be replaced with LED’s
- 2-3 lights out at parks and recreation, fixtures need to be replaced and cost $200-$300 each

Sustainability Plan
- Update given by Bill Mann
- Hired Southern Maine Planning and Development Commission (SMPDC) to assist in the preparation of the comprehensive plan
- Would like to have the sustainability plan included in the comprehensive plan
New Business

Municipally-Owned Street Lights

- Any person performing maintenance work on the street lights on behalf of the municipality must be qualified pursuant to applicable federal and state standards or any standards established by the Commission
- Pat Fox and Joe Laverriere met with Paul Vesel of RealTerm Energy and discussed conducting a cost/savings analysis for street light conversion, would need to send inventory and latest street light bills
- RealTerm Energy consultants would help to evenly distribute lights in the city
- 5-6 year payback, would see savings annually
- Pat Fox thinks we should use energy bond money to convert street lights on main roads and high use areas
- Can purchase street lights from CMP in portions
- Biddeford, Falmouth, South Portland and Rockland are working with RealTerm Energy, could explore piggybacking on pricing policy and bid

Action Items

- Howard Carter to send Nathan Johnston schematics and details of wind turbine
- Make sure Bob Hamblen is changing ordinance to put LED lights in sub divisions
- Pat Fox to invite a consultant from RealTerm Energy to the next meeting
- Pat Fox to send to the committee South Portland council memo regarding allowing the city to own and meter street lights

Next meeting November 29, 2016