1. Welcome
The meeting was called to order at 3:05 p.m.

   a. Committee members’ attendance – present:
      Laura di Bonaventura, Chair
      Peter Schweinfurth, Committee member
      Rob Liflander, Committee member
      Brian Scanlon, Committee member
      Allison Walsh, Committee member
      Lauren Toretta, Committee member
      Ryan Fazio, Committee member

   b. Town liaisons’ attendance – present:
      Alan Monelli, DPW liaison

2. Chair’s Remarks and Agenda
   a. Discussion of Town organization: departments and groups to connect with
      regarding energy usage. Possibility of connecting with Dan Watson at Board
      of Ed via Sean O’Keefe.

3. Current Business – Task Force’s Updates and Discussion
   a. Benchmarking Task Force – did not present today

   b. Baselining Task Force
      - Work completed since last meeting
        i. Group shared data from the Controller’s office regarding
           energy expenditures for gas, oil and electricity 2016-2021
           (budgeted)
        ii. Group recommends EMAC use the nationally available
            “Energy Star” tool for analysis of Town usage data. Database
includes benchmarks by region/weather and type of use.

iii. Group shared preliminary data on energy use per square foot for DPW buildings. Freestanding public bathrooms were discussed as outliers, including the possibility of treating them as a group for maintenance, renovation and energy planning

- Issues, questions, support needed
  i. Seeking similar information on amount of energy used
  ii. Drivers of various increases/decreases in spending to be explored (price, volume, reasons for volume changes)
  iii. Group seeks the information and timetable for major renovations planned that would impact energy use

4. Committee members – open forum. Topics not addressed yet, ideas, etc.

  a. July 6 meeting to go forward despite some absentees due to vacations. Peter Schweinfurth will act as chair.

5. Next steps

  a. Continue to try to get energy usage data - from Controller’s office
  b. Continue to explore Board of Ed interest in an energy project
  c. Resolve document sharing
  d. Enter DPW data into Energy Star
  e. July 6 vote to make past minutes ‘final’ vs draft

6. Old Business – none at this time

7. Adjournment

At 4:10 p.m., Laura di Bonaventura made a motion to adjourn. Upon a second by Allison Walsh the motion was approved unanimously.
Laura di Bonaventura, Chair

Laura di Bonaventura, temporary Secretary