

## VILLAGE OF GRAFTON

### SUSTAINABLE GRAFTON AD HOC COMMITTEE MEETING MINUTES

JANUARY 20, 2010

The Sustainable Grafton Ad-Hoc Committee meeting was called to order at 4:05 p.m. by Chair Rick Flood.

Members present: Rick Flood, Pamela Atterberry, Laura Weber, Jim Brunnuell, Paul Van de Sand, Roger Kirgues, Ginny Plumeau (4:26 p.m.), and John Gassert (4:11 p.m.).

Staff/Officials present: Utility Director Thomas Krueger and Administrative Assistant Melissa Depies.

Others present: Lisa Harbeck.

#### PERSONS WISHING TO BE HEARD

None.

#### MINUTES

Motion by Laura Weber, seconded by Roger Kirgues, to approve the November 18, 2009, Sustainable Grafton Ad Hoc Committee meeting minutes as presented. Approved unanimously.

#### OLD BUSINESS

##### One-2-Five Energy Management Assessment

Paul Van de Sand stated that the One-2-Five Energy diagnostic session was completed on July 8, rather than July 1, as stated in the summary letter.

Mr. Van de Sand highlighted the report stating that Grafton rated at the 4 star level, with 5 star being the highest level. He noted that of the 98 total sites in the benchmarking database for local governmental entities, there were none at the 5 star level and only 6 percent were at the 4 star level. The majority were in the 1 and 2 star level. It is very difficult for governmental agencies to achieve a 5 star level due to the associated costs. To be in the 4 star level is very commendable.

Mr. Van de Sand explained the categories where Grafton scored below average, as well as the areas that are considered critical elements.

- Motivation: Probably scored lower due to the structure of governmental entities. He stated that typically there is no way to motivate employees to reduce their energy use.
- Awareness and training: Is typically scored lower due to associated costs and funding issues.

- Innovation and new technology: Grafton is aware of the technology; however, the new technology is very expensive to install. Examples would include wind turbines, geothermal systems, etc.

Chair Rick Flood stated that the summary report highlighted five critical elements:

- ✓ Understanding of Performance and Opportunities
- ✓ Targets and Key Performance Indicators
- ✓ Accountabilities
- ✓ Awareness and Training
- ✓ Innovation and New Technology

He questioned to what extent these matters have been or can be integrated into the guide plan and how this Committee can embrace and incorporate the recommendations.

Mr. Van de Sand explained the tracking and benchmarking procedures that would be necessary to achieve the highlighted areas.

John Gassert stated that there will be significant costs associated with establishing the baseline information and maintenance of the database.

Jim Brunnuell questioned what the Village could do on the lower cost items to get this rolling.

Mr. Van de Sand stated that Franklin Energies/We Energies have a practical energy program that they can provide. The program includes training and a software program to record the necessary information.

Utility Director Tom Krueger questioned sub-metering. Mr. Van de Sand stated that the Water and Waste Water Utility would definitely benefit from the program.

Mr. Flood suggested including the One-2-Five Energy Diagnostic report as an attachment to the guide plan.

Laura Weber stated she would like to get this implemented so we can begin tracking existing progress. She suggested having a High School student compile the initial necessary information and appoint a Village staff member to continue tracking the information.

Mr. Gassert questioned if fleet information can also be tracked with this program or if it is simply building type energy use. Mr. Van de Sand replied that you can use any determining factors, including fleet, with the program.

### Sustainability Guide Plan

Rick Flood stated that there are three sections to review at this meeting: Energy / Water Use and Conservation, Outdoor Lighting and Light Pollution.

Energy: Mr. Van de Sand stated that you do not need to be specific in this area as incentive programs change approximately every 6 months. Mr. Brunnquell wants the plan to give specific direction so that we will not need to create another plan. He would like one plan for the employees to follow and work from.

Mr. Gassert questioned if the wording meant that each department would review any high energy component on a regular basis and determine if there is value to replacement of any particular device or system.

Mr. Van de Sand stated that Grafton is actually doing a great job with energy efficiency; therefore, we should be putting more effort into other areas of the plan.

There was general discussion on how each department would achieve the goals that have been set in this document.

Mr. Gassert suggested that Department Heads be given direction to review their energy usage in each area on an annual basis and recommend changes and/or upgrades as may be necessary.

Mr. Brunnquell stated that he would like concrete strategies for Department Heads to complete. Whether or not the strategies are completed will depend on Village funding.

Mr. Kirgues stated that the Village should use the LEED guideline summary to determine what they want to use for areas of potential review and compliance.

Water Use and Conservation: Utility Director Tom Krueger explained that he reviewed this section as a task associated plan. He highlighted his recommendations and activities.

As a result of Mr. Krueger's recommendations, Ms. Weber questioned if land planning was an additional area of interest that should be incorporated into this plan.

Ms. Plumeau thought that "Promote Green – Strategy E" Provide limited number of coupons or raffle off a limited number bags of phosphorus-free fertilizer at a Village or Chamber event held in early spring" should be moved to the Stormwater section of the plan.

Outdoor Lighting/Light Pollution: Due to time limitations, this section will be reviewed at the February, Committee meeting.

Mr. Flood stated that there are two additional sections that need to be reviewed; Transportation and Evasive Species. Ms. Plumeau stated that she should have the section on Evasive Species ready for review at the February meeting.

Ms. Weber distributed a spreadsheet that included several possible partners and funding sources for some of the suggested activities in the plan. The spreadsheet included category, program area, agency or sponsor, website, and any notes she made during her research.

**ADJOURN**

Motion by Roger Kirgues, seconded by Paul Van de Sand, to adjourn the meeting at 5:33 p.m. Approved unanimously.