

Town of Gill Energy Reduction Plan



Town of Gill
325 Main Road
Gill, MA 01354

This plan was adopted by the following entities on the dates noted:
Gill Selectboard, May 7, 2012
Gill-Montague Regional School District, May 14, 2012
Gill Energy Commission, May 7, 2012

Town of Gill Energy Reduction Plan (ERP)

I. PURPOSE AND ACKNOWLEDGEMENTS

A. Letters from Both General Government and School District Verifying Adoption of the ERP

- **General Government** – Please see attached documents in Appendix A for evidence of this plan’s adoption by the Town of Gill Select Board.
- **Regional School Districts** – Please see attached documents in Appendix B for evidence of this plan’s adoption by the Gill-Montague Regional School District (GMRSD). The Gill Elementary School is owned by the Town of Gill, which is financially responsible for most capital improvements. The Gill Elementary School is operated and maintained by the GMRSD. The Gill Elementary School will be included in the Town’s energy use baseline and reduction plan.

B. List of Contributors that Participated in the Baseline and ERP Process

- Town of Gill Select Board
- Town of Gill Energy Commission
- GMRSD School Committee, Superintendent, Business Office, and Maintenance Staff
- Gill Elementary School Principal and Staff
- Town of Gill Fire, Highway, Library, and Police Departments
- Franklin Regional Council of Governments
- Town of Gill Administrative Assistant

II. EXECUTIVE SUMMARY

- A. **Narrative Summary of the Town** – The town of Gill in northwestern Massachusetts offers education, recreation and quiet, peaceful living opportunities within its 15 square miles. Gill is 7 miles east of Greenfield, 36 miles north of Springfield and 95 miles northwest of Boston. The 1,403 residents live mostly in single-family homes, although there is one 14-unit development of condominiums. Gill is the home of the co-ed Northfield Mount Hermon School, known in the last century as the Mount Hermon School for Boys. There is a nine-hole golf course which holds several tournaments during the year, horse-riding facilities along quiet country roads, and in winters, snowmobiling on the open fields.

Gill, incorporated on September 28, 1793, was originally part of Deerfield and was included in the portion set off from Deerfield on June 9, 1753, as the district of Greenfield, which became a township that same year. The first settlers on the land that became Gill, who arrived before 1753 and lived later than 1793, were therefore inhabitants of the towns of Deerfield, Greenfield and Gill, successively, even though they never moved. Some residents of Northfield also became inhabitants of Gill when the "Grass Hill" section of Northfield was annexed on February 28, 1795.

The land within its boundaries was settled too late to figure largely in the hazards of Indian attacks, although one important incident occurred within its area. On May 19, 1676, Captain William Turner, after whom neighboring Turners Falls was named, and his troops attacked Indians camped near the Connecticut River falls and their victory helped establish the preeminence of Deerfield and other settlements in the valley. Geographically, the town lies in a wide, irregular bend of the Connecticut River as it makes an abrupt turn northwestward in its southern course at the mouth of the Millers River. Across the river to the east are the towns of Erving and Northfield, and to the south is Montague. Fall River separates Gill from Greenfield, and Bernardston forms most of the northern border.

The first town meeting was held December 18, 1793, with Moses Bascom as moderator. Elected officers were Moses Bascom Jr. as town clerk and treasurer, Moses Bascom, William Smalley and Noah Munn as selectmen and assessors and David Squires as constable. The town is named in honor of Moses Gill, a member of Massachusetts' Executive Council who became Lieutenant Governor in 1794 and acting governor in 1799 when Governor Increase Sumner died. Gill died in 1800, leaving the state without a governor and acting governor for the first and only time in its history. Gill for many years benefited from river traffic. The "Grass Hill" section eventually became home to noted evangelist Dwight L. Moody's Mount Hermon School in 1881, which merged with Northfield School for Girls to become Northfield Mount Hermon School more than 20 years ago.

- B. **Summary of Municipal Energy Uses** – A summary of the buildings, vehicles, and streetlights operated by the Town of Gill is contained in Table 1 and described herein.

- **Total Number of Municipal Buildings** - The Town of Gill has five (5) municipal buildings which include one Elementary School. All buildings utilize electricity and all use #2 fuel oil for heat.

- **Building Additions and New Construction** – Gill does not have any new construction projects planned for the five year ERP period. If any additions or new construction projects are completed, the Town of Gill will ensure that DOER’s “Building Stock Changes Guidance” is followed and that the projects comply with 780 CMR 115.AA, the Massachusetts Stretch Energy Code.
- **Total Number of Vehicles** – There are 19 municipal vehicles in the Town of Gill. The majority (17 vehicles) of these vehicles are exempt. Only two vehicles could be considered non-exempt – 1) the Chevy Blazer primarily used by the Highway Department to run errands and 2) the GEM electric car used for local town events and town business. The Blazer is a Police Department hand-me-down, is still equipped for police use, and is brought into active duty when its 4-wheel drive is needed. The GEM was donated by the Gill Montague Regional School District in 2003, but only in service since 2008.
- **Total Number of Street Lights and Traffic Lights** – There are 44 street lights and 4 floodlights that are billed to the Town of Gill. The street lights are owned by the Utility Company, Western Massachusetts Electric Company (WMECo). There is one traffic light in Gill that is the responsibility of the Massachusetts Department of Transportation. There are also bridge lights in Town, however, they are owned and operated by the State. Since all street lights are owned by the Utility and all traffic lights are owned by the state, street and traffic lights will not be included in the baseline.
- **Water and Sewer** – The majority of homes and businesses in town are serviced by private wells and septic systems. Water for the Village of Riverside is supplied by the Riverside Water District, which is a separate entity from the Town. The Town does own, operate, and maintain public sewer infrastructure servicing Riverside, the costs for which are paid by the users. As part of the sewer system there is one Pumping Station that sends sewage to the Town of Montague for processing. The private campus of the Northfield Mount Hermon School is also equipped with water distribution and sewer treatment systems.

Table 1: Summary of Town of Gill Municipal Energy Users

	Number	Ownership
Buildings		
Oil Heat (operated by Town)	4	Town of Gill
Oil Heat (operated by GMRSD)	1	Town of Gill
Natural Gas Heat	0	
Propane Heat	0	
Biomass Heat	0	
Other Heat Type – Geothermal	0	
Vehicles		
Non-Exempt	2	Town of Gill
Exempt	17	Town of Gill
Street Lights	48	WMECo
Traffic Lights	1	MassDOT
Water and Sewer		
Drinking Water Treatment Plant	0	
Wastewater Treatment Plant	0	
Pumping Stations	1	Town of Gill

C. Summary of Energy Use Baseline and Plans for Reductions – The goal of the Town of Gill is to reduce municipal energy consumption by 20 percent and to become a Designated Green Community. The Town of Gill will use Fiscal Year (FY) 2010 as its baseline year and will seek to reduce energy by 20 percent between FY 2011 and FY 2015. In order to achieve this very aggressive goal the Town will pursue many energy efficiency and energy conservation measures.

The Town currently has a comprehensive energy use baseline for FY 2010 (Figure 1 and Table 2). The Town’s Administrative Assistant was trained on using the MassEnergyInsight (MEI) online energy use analysis tool and will continue to input data every six months so that the data stays current and reduction activities can be tracked to help ensure the 20 percent reduction goal is met.

If designated a Green Community, the Town of Gill intends to use the grant award to further energy efficiency improvements in Town buildings and vehicles and to initiate some renewable energy solutions. The grant money can be used to purchase new equipment or to improve areas of greatest use as identified by Town residents, employees and officials, as well as through the use of MEI.

Figure 1. Baseline Dashboard Report from MEI

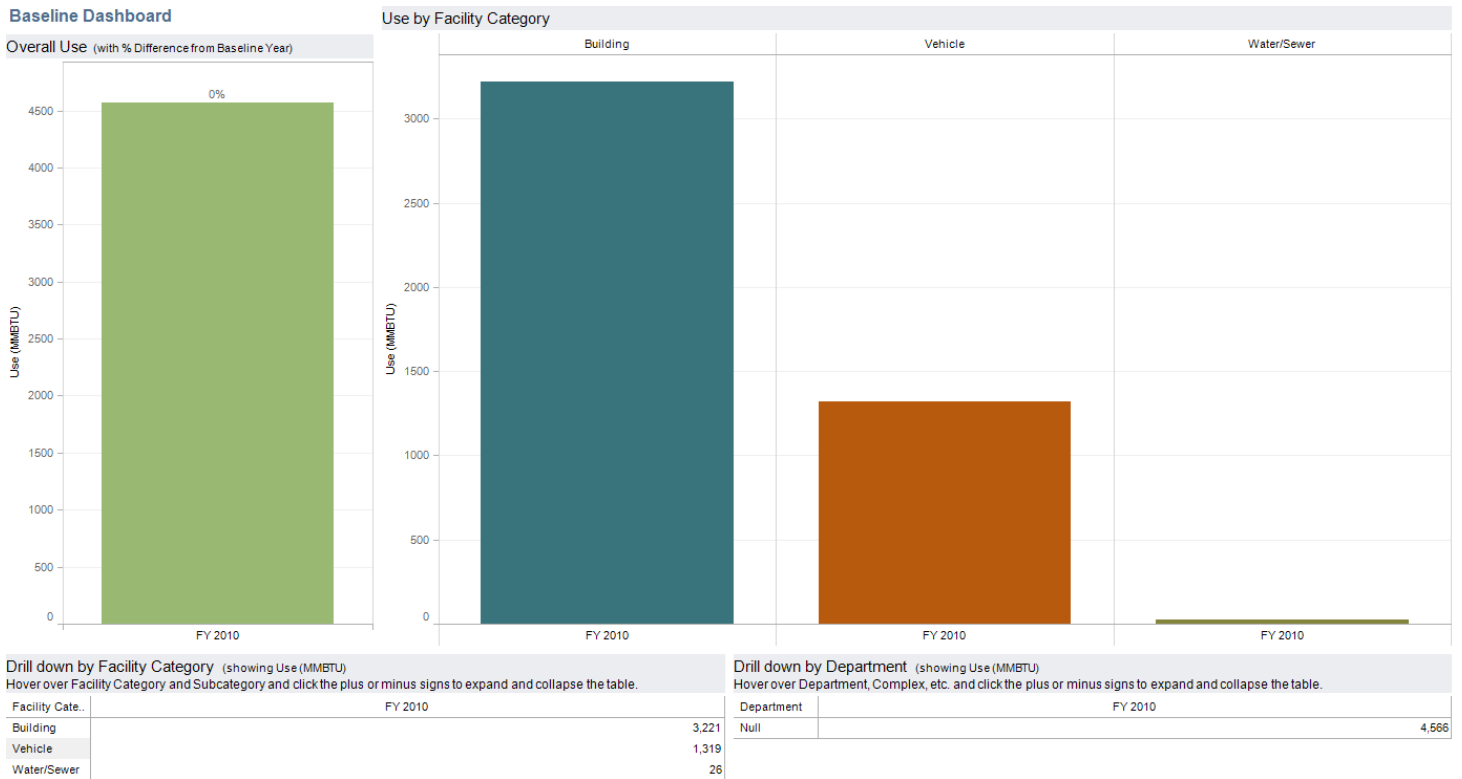


Table 2: Summary of Municipal Energy Use Baseline – FY 2010

BASELINE YEAR - FY2010	MMBtu Used in Baseline Year – FY2010	% of Total MMBtu Baseline Energy Consumption	Projected Planned MMBtu Savings	Savings as % of Total MMBtu Baseline Energy Consumption
Buildings	3,221	70.5 %	847	18.6%
Vehicles	1,319	28.9 %	64	1.4%
Street/Traffic Lights	0	0 %	0	0%
Water/Sewer/Pumping	26	0.6 %	0	0%
Total	4,566	100%	911	19.95%

III. ENERGY USE BASELINE INVENTORY

- A. Identification of the Inventory Tool Used** – The Town of Gill utilized the Massachusetts Department of Energy Resources (DOER) MassEnergyInsight (MEI) web-based energy use analysis tool.
- B. Identification of the Baseline Year** – The baseline year for the Town of Gill is Fiscal Year (FY) 2010 which ran from July 1, 2009 to June 30, 2010.
- C. Municipal Energy Consumption for the Baseline Year** – During the baseline year, FY 2010, the total energy use in municipal vehicles and facilities in the Town of Gill was 4,566 MMBtus. Tables 3A and 3B present energy use for each municipal facility in native fuel units and MMBtus, respectively. The majority of energy consumed in FY 2010 in the Town of Gill went towards buildings, which accounted for 70.5% of all energy use in municipal facilities. The Gill Elementary School is the largest single user of energy in Town, accounting for 46.8% of the Town’s energy use. Vehicles are the next largest category of energy use accounting for 28.9% of the total. The majority of the energy use in vehicles can be attributed to the Highway Department vehicles which account for 18.5% percent of the baseline total.

Buildings: The five municipal buildings in Gill used a total 3,221 MMBtus of energy in FY 2010, accounting for 70.5% of all municipal energy use. The building with the largest energy consumption was the Gill Elementary School (2,137 MMBtu) followed by the Public Safety Complex (576 MMBtu), Riverside Municipal Building (261 MMBtu), Town Hall (185 MMBtu), and the Slate Memorial Library (63 MMBtu).

Street/Traffic Lights: There are no Town-owned street or traffic lights so they have not been included in the baseline.

Vehicles: Municipal vehicles used a total 1,319 MMBtu of energy in FY 2010, which is 28.9% of the Town’s energy use in that period. The Highway Department vehicles were the largest user of fuel in this category, using 844 MMBtu in FY 2010, followed by Police Department vehicles (352 MMBtu), and Fire Department vehicles (123 MMBtu).

Water/Sewer Facilities: The Town of Gill has one Pump Station which is the Riverside Sewer Pump Station. This facility used very little energy in FY 2010 (26 MMBtu) and accounted for 0.6% of the Town’s municipal energy use.

The Town of Gill does not currently utilize energy obtained from renewable sources in municipal facilities.

Table 3A: Municipal Energy Consumption for Baseline Year FY 2010 (Native Fuel Units)

ERP Guidance Table 3a - Municipal Energy Consumption for 2010 (Native Fuel Units)

		Electric (kWh)	Oil (gallons)	Gasoline (gallons)	Diesel (gallons)
Building	Slate Memorial Library	1,303	418		
	Gill Elementary School	169,872	11,201		
	Town Hall	15,000	962		
	Riverside Municipal Building	4,909	1,756		
	Public Safety Complex	35,176	3,283		
	Total	226,260	17,620		
Vehicle	Vehicle - Highway Dept.			369	5,740
	Vehicle - Police Dept.			2,842	
	Vehicle - Fire Dept.			522	419
	Total			3,733	6,159
Water/Sewer	Riverside Sewer Pump Stati..	7,481			
	Total	7,481			
Grand Total		233,741	17,620	3,733	6,159

Table 3B: Municipal Energy Consumption for Baseline Year FY 2010 (MMBtu)

ERP Guidance Table 3b - Municipal Energy Consumption for 2010 (MMBTU)

		Electric	Oil	Gasoline	Diesel	Grand Total
Building	Slate Memorial Library	4	58			63
	Gill Elementary School	580	1,557			2,137
	Town Hall	51	134			185
	Riverside Municipal Building	17	244			261
	Public Safety Complex	120	456			576
	Total	772	2,449			3,221
Vehicle	Vehicle - Highway Dept.			46	798	844
	Vehicle - Police Dept.			352		352
	Vehicle - Fire Dept.			65	58	123
	Total			463	856	1,319
Water/Sewer	Riverside Sewer Pump Stati..	26				26
	Total	26				26
Grand Total		798	2,449	463	856	4,566

IV. ENERGY REDUCTION PLAN

A. Narrative Summary –

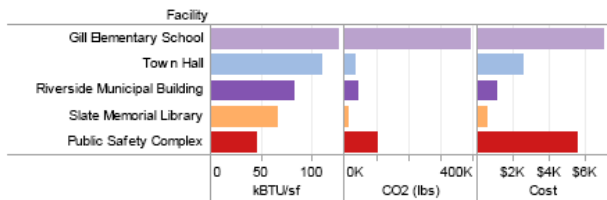
1. **Overview of Goals for Years 1-3:** The Town of Gill’s short-term goal is to complete the majority of the energy saving activities by the end of FY2012. All of the ESPC activities will be completed by January 2012. None of these activities were complete for a full year prior to the Town’s Green Communities application, so comparison data for them is not yet available.
2. **Overview of Goals for Years 4-5:** Upon receipt of the Green Communities Designation, the Town of Gill would like to continue its energy reduction activities by completing the lighting retrofits recommended by Siemens’ Investment Grade Audit and other activities identified in this plan. As funding has not yet been secured for these projects, they will probably become part of the Town’s Green Communities Grant Program application. Additionally, vehicle replacement and maintenance will also result in energy improvements and several smaller activities have been identified as well.
3. **Identify Areas of Least Efficiency/Greatest Waste:** As illustrated in Figure 2 below, the Gill Elementary School building uses approximately twice as much energy than all other Town buildings combined. The school used 2,137 MMBtu in the baseline year when all the other Town buildings used 1,084 MMBtus. This means that the school is responsible for more than 65 percent of the total municipal building energy use. Controlling energy use in the school will control energy use from the Town. Identifying this building or any of the Town’s buildings as “wasteful”, however, is not accurate, as the school and all buildings have consistently kept energy consumption as low as the existing facilities and demand allow. From Figure 2 below, the school is the primary building to target in our Energy Reduction Plan because it has the highest energy use per square foot as well as the highest overall energy use, with the Public Safety Complex the next priority and the Town Hall the third. The majority of energy savings activities to be undertaken will occur in these three buildings.

Figure 2. Buildings to Target Report from MEI

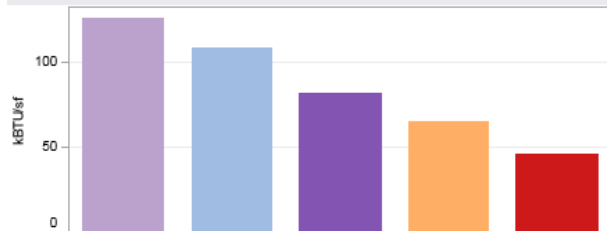
Buildings to Target

This dashboard compares buildings to one other on an energy use per area metric, measured as kBtu/square foot. In the quadrant chart on the right, buildings with the highest energy use and worst efficiency (as compared to other buildings in your portfolio) are in the upper right hand quadrant. Facilities of the types Open Space, Water/Sewer, Street/Traffic Lights, and Vehicles are not displayed.

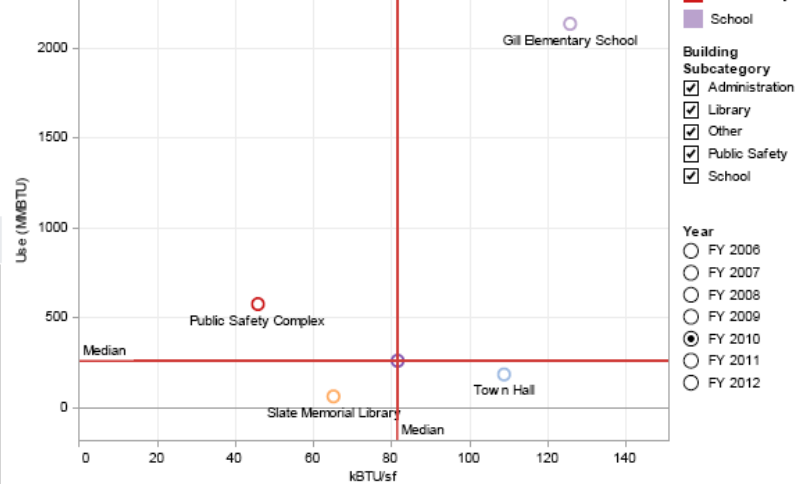
Building Efficiency, Emissions and Cost



Select a building name above to see how efficient it is compared to your other buildings. Lower numbers indicate greater efficiency.



Efficiency and Use



Building Subcategory

- Administrati..
- Library
- Other
- Public Safety
- School

Building Subcategory

- Administration
- Library
- Other
- Public Safety
- School

Year

- FY 2006
- FY 2007
- FY 2008
- FY 2009
- FY 2010
- FY 2011
- FY 2012

B. Getting to a 20% Energy Use Reduction Within the 5 Year Period Following the Baseline Year – The Town of Gill is committed to reducing baseline (FY 2010) energy consumption by 20% over the five year period from FY 2011 to the end of FY 2015. A list of specific strategies is presented in Table 4 and represents a projected savings of 19.95%, exceeding the minimum requirement of 15% of documented savings and nearly meeting the overall 20% savings requirement. An additional energy savings of at least 0.4% have been identified to bring the Town’s total projected savings beyond 20%.

1. Program Management Plan for Implementation, Monitoring and Oversight – The Town of Gill’s Administrative Assistant will be responsible for maintaining energy use data in MEI as well as DOER Green Communities Annual Reporting requirements. The Gill Energy Commission will also assist with these duties.
2. Summary of Energy Audit(s) or Other Sources for Projected Energy Savings – As part of an Energy Savings Contract (ESCO), Siemens Industry, Inc. completed a Preliminary Audit (PA) of all the Town’s buildings and their operations. From that initial audit, Siemens completed an Investment Grade Audit (IGA) of the buildings for which the Town of Gill could enter into an Energy Savings Performance Contract (ESPC). These buildings included the Gill Elementary School, Town Hall, Riverside Municipal Building, Public Safety Complex and the Slate Library. The Investment Grade Audit was completed on May 21, 2010. Ultimately, only the activities at the Gill Elementary School proved to be self-funding through grants and energy savings. Additionally, the remaining activities outlined in the Siemen’s Program will be reviewed as well as additional projects in the Town’s buildings to achieve an additional energy reduction of at least 0.4%. However, the Town will not enter into another ESPC for this energy reduction. Projects such as Town Hall replacement lighting, programmable temperature controls and window inserts will contribute to the additional 0.4% reduction. These same measures will be considered for other Town buildings as well. The Town is committed to meeting and exceeding the whole 20% energy reduction in 5 years and fully expects to meet this goal.
3. Energy Conservation Measures – A list of documented and itemized energy conservation measures planned for the Gill Elementary School, Town Hall, and the Public Safety Complex are presented in Table 4. These measures account for a 19.95% savings, exceeding the minimum requirement of 15% for documented savings and nearly meeting the 20% requirement for overall savings. Table 4 contains detailed information about planned measures such as project status, projected annual energy savings, projected annual cost savings, total project cost, incentive and financing information, funding sources as well as a reference source for all information. In addition to those measures identified in Table 4, the Town of Gill has also adopted a Fuel Efficient Vehicle Policy (FEVP) which states that vehicles will be replaced with more fuel efficient models when commercially available and feasible. The Town is also planning on proceeding with many of the recommendations contained in the IGAs for other municipal facilities using Green Communities Grant Funding if it is awarded to the Town.
4. For Municipalities Taking Credit for Efficiency Measures Occurring Before Green Communities Designation Application – None of the proposed energy conservations measures presented in Table 4 were completed in FY 2011.
5. For Municipalities Using a Performance Contract (Energy Management Services) – An Investment Grade Audit was completed by Siemens Industry, Inc. in 2009 for the Gill Elementary School, Town Hall, Riverside Municipal Building, Public Safety Complex and the Slate Library. This information was previously discussed in more detail in Section 2 (Summary of Energy Audit(s)) above. Preliminary and Investment Grade Audit Reports can be found in Appendix C. As the Energy Management Services project at the Gill Elementary School was funded and financed by an Energy Efficiency & Conservation Block Grant (EECBG) and a Qualified Energy Conservation Bond (QECB), the DOER is intimately familiar with this project.

Table 4: Estimated Energy Savings in Gill Municipal Facilities

Facility	Energy Conservation Measure	Projected Date of Completion	Electricity	Fuel Oil	Vehicle Fuel	Projected Total Energy Savings	Projected Annual Cost Savings	Total Installed Cost	Funding Sources	Source for Projected Savings
			MMBtu	MMBtu	MMBtu	MMBtu	Dollars	Dollars		
Gill Elementary School	Energy Management System	11/15/2011	0	187	0	187	\$2,628	\$92,952	Town, ESPC ¹ , EECBG ¹	Siemens Investment Grade Audit ²
Gill Elementary School	Boiler Replacement	01/01/2012	0	280	0	280	\$4,143	\$116,318	Town, ESPC ¹ , EECBG ¹	Siemens Investment Grade Audit ²
Gill Elementary School	Lighting and Lighting Controls	12/01/2011	168	0	0	168	\$3,796	\$56,702	Town, ESPC ¹	Siemens Investment Grade Audit ²
Gill Elementary School	Building Envelope	01/01/2012	0	47	0	47	\$633	\$5,958	Town, ESPC ¹	Siemens Investment Grade Audit ²
Public Safety Complex	Boiler Replacement	07/01/2012	0	137	0	137	\$3,851 ³	\$55,000	Town	FW Webb Co. Estimated Savings ⁴
Town Hall	Building Envelope	TBD	1	27	0	28	\$493	\$32,084	Town, ESPC ¹	Siemens Investment Grade Audit ²
Buildings Subtotal			169	678	0	847	\$15,544	\$359,014		
Highway Dept. Vehicles	Anti-Idling in Diesel Vehicles	May 7, 2012	0	0	59	59	\$1,789 ⁵	\$0	NA	US Dept. Energy (DOE) ⁶
Highway Dept. Vehicles	Anti-Idling in Gasoline Vehicles	May 7, 2012	0	0	5	5	\$148 ⁵	\$0	NA	US Dept. Energy (DOE) ⁶
Vehicles Subtotal			0	0	64	64	\$1,937	\$0		
Water/Sewer Subtotal			0	0	0	0	\$0	\$0		
TOTAL			169	678	64	911	\$17,481	\$359,014		

Notes: (1) ESPC = Energy Savings Performance Contract, EECBG = Energy Efficiency & Conservation Block Grant, an ARRA-funded award to the Town by DOER. (2) Energy savings estimates for the Gill Elementary School, and Town Hall were obtained from the Siemens Industry, Inc. Investment Grade Audits conducted in 2010. (3) Cost savings calculated based on information obtained from the Executive Office of Energy and Environmental Affairs (EOEEA) website. Specifically, the most recent average cost information was obtained from *Heating Oil Price Surveys for April 3, 2012: MA Peak Season Average Heating Oil Price 2000-2011/2012* (4) Savings estimates provided by Jeff Baird, F.W. Webb Company and contained in Appendix C. (5) Estimated fuel savings were calculated based on the current average fuel prices for gasoline (\$3.906/gal) and diesel (\$4.209/gal) fuel found in the AAA Fuel Gauge Report accessed on 4/11/12. (6) Energy savings for Highway Department vehicles was calculated based on information contained in a presentation prepared by the U.S. Department of Energy (DOE) titled *Idling Reduction Makes Sense*. The presentation states that, on average, idling uses 10.2 percent of all fuel use for gasoline commercial trucks and 7.4 percent of all fuel use for diesel commercial vehicles. These estimates were applied to estimate fuel savings for Highway Department vehicles.

C. Summary of Long-Term Energy Reduction Goals – Beyond 5 years

1. Municipal Buildings (including schools):

The Riverside Municipal Building will need energy efficiency measures including replacement of the heating system in the near future. There is an old, inefficient steam boiler which is nearing the end of its useful life. Additionally, the building envelope needs to be addressed in terms of air sealing, insulation, and window repair/replacement. A time frame has not been developed yet.

The Slate Library also will be considered for energy efficiency measures. There are currently water and mold issues which need to be addressed. As a historic concrete block building with ornamental tin interior walls, we may be limited in the possible avenues available for energy reduction measures. Additionally, the limited use of the building lengthens the payback period.

2. Vehicles (excluding regional school district):

The Selectboard has adopted the Fuel Efficient Vehicle Policy (FEVP) which will help to guide the replacement of town vehicles. The Police Department has requested a new cruiser in the near future. As the hybrids become available and functionally viable for front-line police cruisers, the Town will make every effort to ensure we replace any current vehicle with a hybrid. In addition, Highway and Fire Department requests for vehicles will be reviewed for the best fuel efficiency possible. Currently, no vehicles are dedicated to the Gill Elementary School. We will continue to update the vehicle inventory list each year for annual reporting.

The Town of Gill will continue to encourage walking, bicycling and car pooling as ways to reduce use of fossil fuels. The Energy Commission will investigate and consider the use of biodiesel for Town vehicles. The Gill Outdoor Recreation Group is a local, private group of residents working to develop and support bicycle and other means of no/low-carbon transportation in and around town.

3. Street and Traffic Lighting:

The Energy Commission will continue to research the potential for LED street and flood lights. It is expected that LED lighting will go down in cost and will encourage rapid replacement of current street lights.

4. Perpetuating Energy Efficiency:

The Town Finance Committee is considering an energy conservation savings reinvestment plan in which some of the energy savings are reinvested into a fund to finance future energy efficiency or renewable energy measures. At minimum, it is hoped voters will be asked to reserve to the Stabilization Fund any energy savings which can be identified.

V. ONSITE RENEWABLE ENERGY PROJECTS & RENEWABLE ENERGY

The Town of Gill has no immediate plans for a renewable energy project, although a number of Town-owned buildings and parcels have been included in an RFP for Municipal Solar Projects issued by the Hampshire Council of Governments in April 2012. It is possible that the Town will commit a certain portion of the Green Communities Grant for a solar PV system. Possible locations include the Public Safety Complex building roof as part of the roof replacement project, the Town Hall roof, or the Riverside Municipal Building roof.

VI. LIST OF RESOURCES

Identify resources that the municipality used to create its ERP (websites, documents, tools). Please include contact information (websites, names and emails, etc.). Please note that this section cannot be used in place of the Reference "Source for Projected Savings" column in Table 4.

- Mass Energy Insight web-based energy use analysis tool, www.massenergyinsight.net.
- Massachusetts Department of Energy Resources (MA DOER) for information about the Green Communities program, www.mass.gov/energy/greencommunities.
- Siemens Industry, Inc. Buildings Technologies Division Investment Grade Audit, May, 2010.
- Jim Barry, Green Communities Regional Coordinator, Department of Energy Resources, Jim.Barry@state.ma.us.
- Beth Greenblatt, Managing Director, Beacon Integrated Solutions, bgreenblatt@beacon-llc.com.
- Stacy Metzger, Transportation Planning Engineer, Franklin Regional Council of Governments, smetzger@frcog.org.
- Montague Energy Committee, Walter Ramsey, Montague Town Planner, planner@montague-ma.gov
- Leverett Energy Committee, Marjorie McGinnis, Leverett Town Administrator, townadministrator@leverett.ma.us
- Massachusetts Executive Office of Energy and Environmental Affairs. Maintains a list of resources and information related to Energy, Utilities, and Clean Technologies.
- U.S. Department of Energy interactive explanations of different individual and community wide alternative energy and energy reduction techniques and processes, www.energy.gov.
- Energy Information Administration, reports information on energy sources, trends, and analysis for households, businesses, and governments, www.eis.gov.
- Fuel economy website used in calculating vehicle mileage savings, www.Fueleconomy.gov

Appendix A

- Evidence of ERP adoption by the Select Board

Letter and minutes from May 7, 2012 Select Board meeting approval of Gill Energy Reduction Plan

Appendix B

- Evidence of ERP adoption by the Gill-Montague Regional School District (GMRSD)

Letter from the Superintendent of GMRSD adopting the Gill Energy Reduction Plan, May 14, 2012

Appendix C

- Investment Grade Audit - Siemens
- Public Safety Complex Boiler Fuel Savings Estimates

TOWN OF GILL

MASSACHUSETTS



www.gillmass.org

SELECTBOARD MEETING MINUTES

May 7, 2012

Call to Order: The Selectboard meeting was called to order at 4:38pm.

Present: Randy Crochier, Ann Banash, and John Ward, Selectboard members; Ray Purington, Administrative Assistant. Others Present: David Detmold and Emily Krems (Montague Reporter), Rick James.

Review of Minutes: John made a motion, seconded by Randy, to approve the minutes from 4/24. The vote was 2-0 in the affirmative, with Ann abstaining from the vote.

Public Safety Complex Boiler: Tognarelli is expected to begin work on the boiler replacement project on May 14th.

Sewer Pump Station: The project has been successfully completed. Final payment to R.H. White Construction (the contractor) is part of the warrant to be signed tonight. The only outstanding payment is \$500 to Tighe & Bond for their engineering services and management of the project. An invoice for that is expected soon.

Siemens Project: The Town has received the final \$37,500 of the \$150,000 EECBG grant. Siemens is expected on site on May 8th to install the long overdue valve covers and remove some project-related trash from the boiler room.

"Earthquake" Damage: Steve Striebel, a mason, inspected the Elementary School on May 3rd, and concurred with the recommendations from the structural engineer. He is preparing an estimate of the cost to make the repairs.

Roof Report: The Board reviewed the report Jablonski & DeVriese Architects on the condition of the roofs of the Town's buildings. The report generally found that all the buildings need some form of immediate attention, either roof replacement or repairs. The Town Hall roof should be replaced immediately, as all useful life is gone from its asphalt shingles. The Riverside Municipal Building is likely the next to need replacement, probably in 2014. The roof at the Elementary School may last 5-10 more years, although from the age of the shingles it is theoretically due now. The membrane roof on the Public Safety Complex should be inspected annually and repaired as needed. Although the membrane is aged, with some luck and vigilance, it could last another 5 years. The slate roof on the Slate Memorial Library is in generally good condition, although there are some loose/broken slates to be repaired. Annual inspection and repair should be adequate for that roof for the foreseeable future.

Ray will get quotes for a roof replacement project at Town Hall, with figures for asphalt shingles and for metal. The various repairs on the roofs will be reviewed and prioritized by Ray and the Highway Superintendent.

Town Meeting: The Board assigned people to read the various motions for tonight's Special and Annual Town Meetings.

Mass Broadband 123: Ray reported on a May 3rd meeting held at GCC to provide information about the Mass Broadband 123 network and "Community Anchor Institutions." The focus of the meeting was to get towns thinking about how fiber optic internet speeds will/could change the way they do business. Some examples: more residents stopping by public buildings that offer wireless internet access, greater use of video conferencing, and elimination of wired computer networks in favor of "cloud" computing. The network is not active yet in Gill, although the Town Hall and Library have had cable run to them, and the PSC and RMB are scheduled for June 1st. The Town is not required to purchase internet service from this new fiber optic network, although it is expected that we could get "twice the speed at half the cost" of what we are getting from Comcast. The reference to Comcast prompted the Board to request an agenda item for their May 22nd meeting to discuss the Comcast contract that expires in 2015.

MIIA Insurance Renewal: The Board reviewed a proposal from MIIA for renewing the Town's insurance coverage for FY13. The proposal offers a rate increase of 5.4%. Ray noted that MIIA's average increase to their towns was

higher than that, which speaks well of Gill's attempts to control losses and limit claims. He noted that MIIA quickly processed our two windshield claims this year, and the October snowstorm damages to the loader and plow truck were quickly reimbursed without any hassle. In addition, the Town received MIIA grants totaling \$4,502 from this year's Loss Control program. He recommended renewing with MIIA for FY13. Ann made a motion, seconded by John, to renew the Town's insurance with MIIA for FY13. The vote was unanimous in the affirmative.

Memorial Day: The Board received an invitation from the Memorial Committee to this year's Memorial Day ceremonies. They asked to have the topic on the agenda for May 22nd, when members' schedules will be more certain.

Library Resignation: Ray informed the Board that William Draper has resigned from the elected position of Library Trustee. The resignation came too late for the position to be included in the May 21st town elections, so it will be filled by a joint appointment of the Selectboard and the two remaining Library Trustees. The Board and Trustees will meet on May 22nd to make the appointment. Interested residents should contact Lissa Greenough for more information about being a Library Trustee.

5:10pm Claire Chang, Janet Masucci, Ivan Ussach, and Tupper Brown (all members of the Energy Commission) joined the meeting.

MCTV: Ray explained an email he received from Anne Harding, President of the MCTV Board of Directors. The email describes the amount of time that MCTV staff is spending to make videos of Gill meetings ready to broadcast on Montague Cable and upload to their Vimeo website. Gill has never paid MCTV to perform this work, roughly 4 hours per meeting. Because of tight budgets, MCTV cannot continue doing the work for free, and has asked Gill to pay for the service or find volunteers who can do the work. A charge of \$80/meeting was suggested in the email. Janet Masucci volunteered to do some of the post-production work, but stated that she doesn't have time to do it all. Rick James, Gill's dedicated cameraman, enjoys filming the meetings, but the studio and computer work is "too much." There is money from Comcast in the PEG Access account that could pay someone to do the post-production work. Ray was asked to invite someone from MCTV to the next meeting to discuss the matter further.

Green Communities Application: Members of the Gill Energy Commission (GEC) met with the Board and presented three documents for the Board's review and approval: Fuel Efficient Vehicle Policy (FEVP), Anti-Idling Policy for Town-Owned Vehicles, and the Town of Gill Energy Reduction Plan. The Energy Commission hopes to apply by the May 29th deadline to have Gill designated as a "Green Community." If the Mass. Dept. of Energy Resources (DOER) grants the designation, the Town will receive a \$125,000 award to spend on energy conservation measures. It was noted that DOER is currently reviewing drafts of these documents as well.

The FEVP outlines steps the Town will take to reduce its vehicle-related use of fossil fuels, including purchasing fuel-efficient vehicles for municipal use "whenever such vehicles are commercially available and practicable." Compared to the policies of other towns, the GEC believes ours to be a "fair and moderate approach," and noted that the section on vehicle replacement does still allow for "hand-me-downs" when done sensibly and economically. The anti-idling policy applies only to town-owned vehicles and allows idling for no more than 10 seconds except in specifically exempt situations. It was requested that the educational period for the policy be changed from 30 to 90 days, and a statement added that "In no instance shall this policy be followed if an unsafe condition is a likely result."

The Police, Fire, and Highway Departments have received copies of the policies. No feedback was received, but there hadn't been much time to look at the policies, either. The Board asked that someone from the GEC meet with the department heads and assist with training and educating employees about the new policies. John made a motion, seconded by Ann, to accept the FEVP and Anti-Idling Policies with the proposed changes in place, pending successful review by DOER. The vote was unanimous in the affirmative.

The Energy Reduction Plan meets the Green Communities requirement of describing ways in which the Town will reduce its energy consumption by 20% over a 5-year period. The GEC chose FY10 as the baseline year, so the reduction activities will occur during FY11 – FY15. Between the recently completed boiler replacement and upgrades at the Elementary School and the upcoming replacement at the Public Safety Complex, 17.7% of the 20% is already completed or in progress. Planned savings from building envelope work at Town Hall and anti-idling savings are expected to achieve another 1.9%, leaving only 0.4% to be identified and implemented. The GEC is very confident this plan can be achieved. John made a motion, seconded by Ann, to accept the Energy Reduction Plan as proposed, pending successful review by DOER. The vote was unanimous in the affirmative. The Board and

GEC members signed a letter to DOER acknowledging the adoption of the ERP. Tupper Brown praised the hard work of GEC members to produce the plan and policies. The members of the GEC left at 6:00pm.

Petition Article: Janet Masucci briefly rejoined the meeting to inquire about the procedure for getting an article on the warrant for a Town Meeting, either by request or by petition. The process was explained, and Ray will followup with an answer to a question about whether submitting a petition article could force a timeline to call a special town meeting.

Health Insurance Report: The Board reviewed and signed a report prepared by the Hampshire County Group Insurance Trust (HCGIT) on behalf of the Town of Gill. The report meets the requirements of MGL 32B-19, 21-23 that the Town report annually on its health insurance plan to the Mass. Secretary of Finance and Administration. Gill's report shows that the Town saves \$14,888 by using the HCGIT instead of the State's Group Insurance Commission (GIC).

Connecticut River Bank Stabilization: The Board received a copy of a "Notice of Project Change" prepared by NEE Environmental Consulting for FirstLight Power Resources. The document is addressed to the Mass. Executive Office of Environmental Affairs and describes the addition of 1,000 feet of riverbank to an ongoing stabilization project. The Board was content to leave this matter in the capable hands of Gill's Conservation Commission.

Dock License: The Board received a copy of a "Notice of License Application" by Anthony McNamara to maintain a dock at 42 Grist Mill Road, in and over the waters of the Connecticut River. The notice is informational only; no action is required by the Board.

Police Department Letter: The Board read a letter from Ken and Kim Sprankle of Boyle Road in which they thanked Officer Minckler of the Gill Police Department for his "rapid and professional response" in a recent matter involving a strange person in the neighborhood. A copy of the letter will be placed in Officer Minckler's file.

Radiation Dosimeter: The Board read a request from the Mass. Department of Public Health to hang a radiation dosimeter outdoors on the Town Hall property. This device is part of a air sampling program within the emergency planning zone of the Vermont Yankee Nuclear Power Station. The Board had no objections to the placement of the device. The Board of Health will discuss the matter on May 8th.

Warrant: The Board reviewed and signed FY 2012 warrant #23. Randy abstained from signing the payroll warrant.

Adjournment: The Selectboard meeting adjourned at 6:35 p.m.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.



Ann H. Banash, Selectboard Clerk

May 14, 2012

Meg Lusardi, Director
Green Communities Division
Department of Energy Resources
100 Cambridge Street, 10th Floor
Boston, MA 02114

Dear Ms. Lusardi,

On behalf of Gill-Montague Regional School District, I am happy to endorse and adopt the measures outlined in the Energy Reduction Plan for the Town of Gill. The school is an active participant in current energy reduction measures and seeks to educate our children in the wise use of energy as well.

Thank you for the opportunity to make Gill a Green Community and I trust you will act favorably on our application.

Sincerely,



Nadine G. Ekstrom
Interim Superintendent of Schools