

# Energy Action Plan for the Town of Milford, NH



## **Community Profile**

Milford, New Hampshire is located in the western portion of the Nashua Region in the midst of the Souhegan Valley. The Souhegan River runs through downtown Milford and the town is bordered by the NH communities of Mont Vernon, Amherst, Hollis, Brookline, Mason, Wilton, and Lyndeborough. According to 2007 Census estimates, Milford is home to 15,011 residents, which places it 17<sup>th</sup> among NH's incorporated cities and towns. At the time of the 2000 Census, per capita income was \$24,425 and median household income was \$52,343. Milford's 2007 Municipal Budget Appropriations were \$15,700,000 and its School Budget Appropriations were \$30,111,000.

Zoning ordinances were first established in 1969 and most recently updated in 2008, as was the Town's Master Plan. Milford voters elect representatives to the Board of Selectmen, while Planning Board, Conservation Commission, and Zoning Board members are appointed. The Office of Community Development employs a Community Development Director, Town Planner, two building inspectors, and two office staff members. The Town Administrator along with the Office of Community Development, have been most heavily involved in this energy project.

## **Local Energy Committee**

At Town Meeting 2007 communities across New Hampshire placed resolutions on their ballots calling for a strong federal response to climate change. Many of these towns also took advantage of the opportunity to act locally on this global issue and began forming Local Energy Committees (LECs). These committees are charged with assessing and improving community action on global warming and energy use and are often comprised of local citizens and municipal staff. The Town of Milford was one of the 156 communities across New Hampshire to pass the resolution.

The Milford Local Energy Committee formed in January 2009. The Nashua Regional Planning Commission (NRPC) sent an introductory letter to Sarah Marchant, Milford Town Planner, and Guy Scaife, Milford Town Administrator stating our interest in helping the Town form an LEC. After receiving their support to move forward, NRPC used local media in Milford to advertise a kick-off meeting for the LEC on January 27, 2009. This meeting was open to any Milford resident and was designed to inform people about what a LEC does and to recruit volunteers. Twenty-one individuals attended the kick-off meeting. Although the Milford LEC has the support of the Town Administrator, as of the writing of this report it has not received official recognition from the Board of Selectmen.

## Milford Energy Inventory Background

The first step taken by the Milford LEC was to conduct an energy inventory of the Town's municipal buildings and schools. Energy inventories help communities to assess their current energy use and track their energy reduction progress. By examining each building and comparing energy use across buildings towns can see how well each building is performing and where improvements can be made. The results are also beneficial in helping communities to prioritize potential energy reduction projects. Milford's energy inventory was conducted using the Environmental Protection Agency's (EPA) Portfolio Manager. Portfolio Manager is an online, interactive energy management tool that allows users to track and assess energy consumption across a portfolio of buildings.

Milford Energy Committee members were responsible for conducting the inventory. Several members volunteered to serve on the "Data Committee," which was responsible for collecting energy use data for each municipal and school district building for the period beginning January 1, 2008 through February 28, 2009. Once this task was complete, the data was given to the "Inventory Committee," to be entered into Portfolio Manager (NRPC staff provided training to these members on how to use the tool). After the inventory was complete, Statements of Energy Performance were generated in Portfolio Manager and distributed to school and municipal department heads for their review.

The following municipal buildings and schools were included in Milford's Energy Inventory:

Table 1

Building Name	Size (ft <sup>2</sup> )	Year Built	Portfolio Manager Category	Fuel Types
DPW Garage	10,920	1989	Other-service	Propane, Electric (shared meters with DPW Office)
DPW Office	2,555	1889	Office	Propane, Electric (shared meters with DPW Office)
Fire Station	13,200	1970	Other—fire station/police station	Natural gas, Electric
Former Police Station (Elm St)	8,042	1970	Other—storage/shipping	Natural gas, Electric
Library	13,500	1950	Other-Library	Natural Gas, Electricity
Library Annex	3,323	1880	Office	Diesel (No. 2), Electricity
Wastewater Treatment Plant	N/A	1982	Municipal Wastewater Treatment Plant	Natural Gas, Electricity
Police Station (Garden St)	13,600	2006	Other—fire station/police station	Natural Gas, Electricity
Recycling Facility	5,790	1970	Other—other	Electricity
Town Hall	35,176	1869	Office	Natural Gas, Electricity
Transfer Station	3,840	1990	Other—other	Electricity
Wastewater Treatment Garage	810	1990	Other—storage/shipping	Natural Gas, Electricity
Heron Pond Elementary School	115,000	2001	K-12 School	Natural gas, Electric

Jacques School	36,006	1955	K-12 School	Natural gas, electric (shared with Bales)
Bales School	36,606	1894	K-12 School	Natural gas, electric (shared with Jacques)
Middle School	104,000	1968	K-12 School	Electricity, Fuel Oil (No. 2), Propane
Milford High School	145,000	1960	K-12 School	Natural Gas, Electricity

Utility Providers in Milford

- Electricity—Public Service of New Hampshire
- Natural Gas—National Grid, Hess
- Propane—Suburban Propane & Energy North
- Fuel Oil—Ciardelli
- Diesel—State of NH

**Milford Energy Inventory Results**

The table below provides an overall summary of Milford’s Energy Inventory results. A more detailed analysis by measurement type follows.

Table 2

Building	Total Energy Use (kBtu)	Current Site Energy Intensity (kBtu/ft <sup>2</sup> )	Current Source Energy Intensity (kBtu/ft <sup>2</sup> )	Annual Energy Cost	Energy Cost/ft <sup>2</sup>	Total Greenhouse Gas Emissions (MtCO <sub>2e</sub> )
Wastewater Treatment Plant	6,626,258.4	N/A*	N/A*	\$193,616.35	N/A*	679.5
Town Hall	2,600,112.64	73.9	149.4	\$63,392.94	\$1.86	221.73
Police Station (Garden St)	1,747,263.05	128.5	253.9	\$42,015.15	\$3.09	143.27
Library	991,284.64	73.4	146.3	\$25,872.84	\$1.92	84.59
DWP Garage/Office	447,781.73	33.2	53	\$14,457.95	\$1.07	37.18
Fire Station	541,331.01	41	63.5	\$11,460.52	\$0.87	37.21
Transfer Station	113,577.95	29.6	98.8	\$4,929.31	\$1.28	14.12
Recycling Center	99,375.16	17.2	57.3	\$4,484.45	\$0.79	12.35
Wastewater Treatment Garage	182,696.37	225.6	299.6	\$3,728.31	\$4.60	11.31
Library Annex	137,407.66	41.4	69.8	\$3,589.84	\$1.08	12.79
Former Police Station (Elm St)	105,772.66	13.2	20	\$2,768.37	\$0.34	7.59
High School	18,523,450.26	127.8	192.1	\$255,046.70	\$1.76	1247.54
Heron Pond	11,865,895.74	103.2	151.6	\$159,533.27	\$1.39	786.66
Middle School	5,153,668.84	49.6	100.7	\$141,418.39	\$1.36	512.7
Jacques/Bales School	11,250,637.15	154.9	190	\$112,449.00	\$1.55	696.27

Energy Inventory Measurement Definitions:

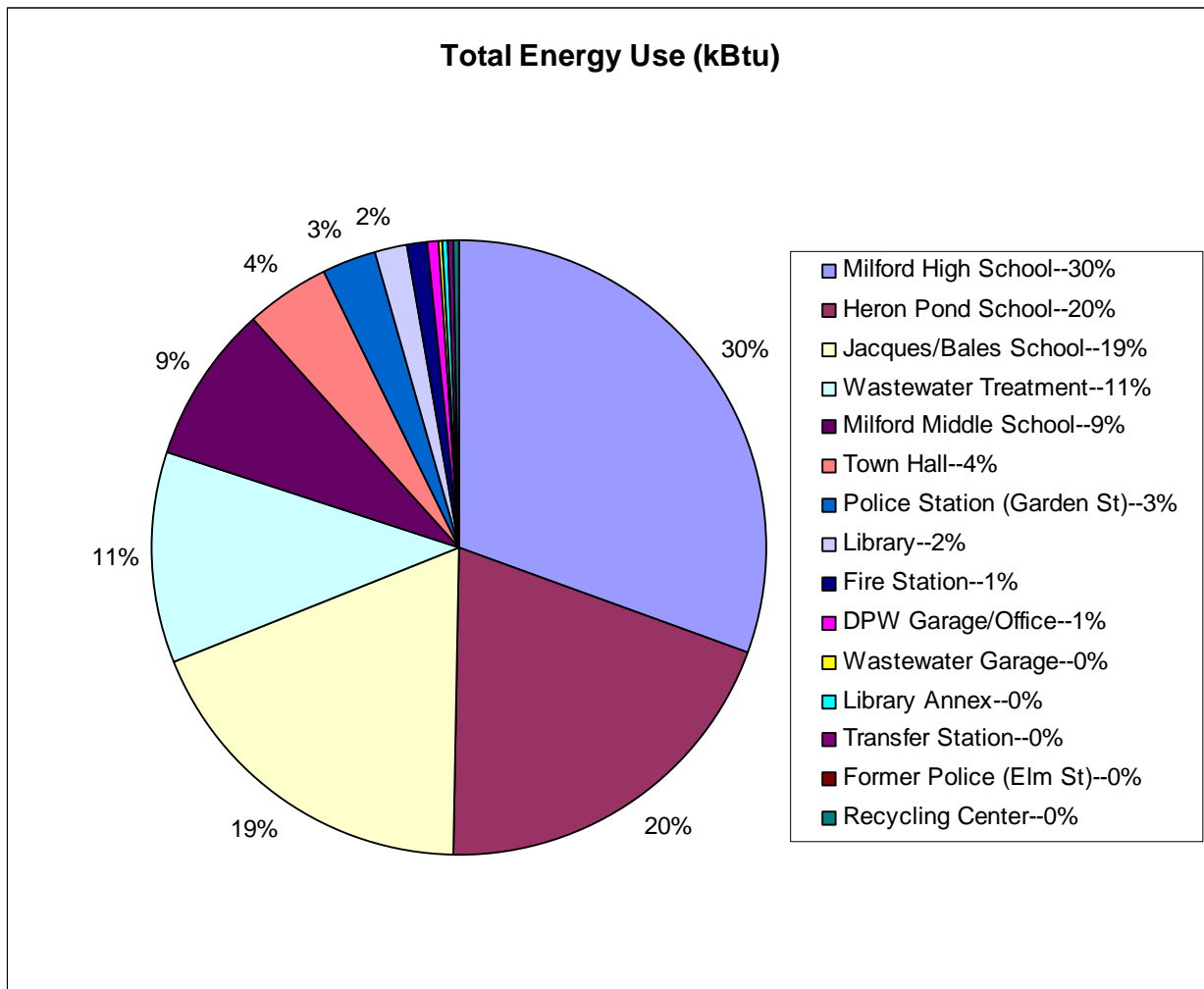
- Site Energy Intensity—amount of energy expended per ft<sup>2</sup> on site to heat, cool, and electrify the area. This measurement relates to how much energy is being used on site and fluctuates directly with how

- much lighting is being use, how the thermostats are set, etc.
- Source Energy Intensity—amount of energy expended per ft<sup>2</sup> based on the type of fuel and the efficiency of that fuel type.
- MtCO<sub>2e</sub>—metric ton carbon dioxide equivalent, allows emissions of greenhouse gases of different strengths to be added together.
- \*Note—Site Energy Intensity, Source Energy Intensity, and Energy Cost/ft<sup>2</sup> is not calculated for the Wastewater Treatment Plan because energy performance is calculated based on energy/flow of water rather than energy/ft<sup>2</sup> for this type of facility.

**Energy Use by Building**

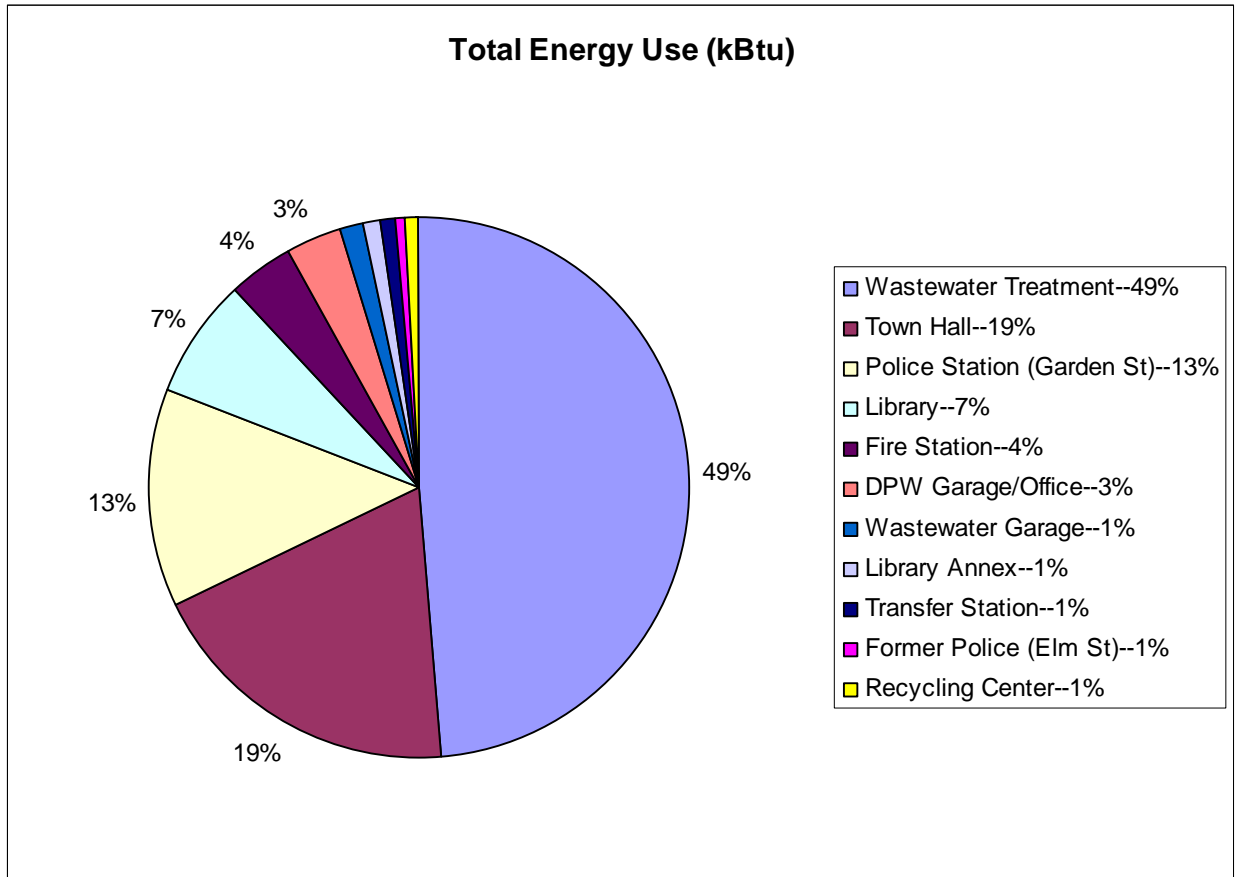
The Portfolio Manager Energy Inventory clearly demonstrates that energy use is not evenly distributed across Milford’s municipal buildings and schools. For example, three buildings—Milford High, Heron Pond Elementary, and the Wastewater Treatment Plant—are consuming 60% of the total energy used across the entire portfolio of buildings. Milford High School alone consumes 27% of the total energy used among Milford’s municipal buildings and schools. These results are illustrated in Graph 1 below.

Graph 1



When examining municipal buildings alone, the three largest energy consumers are the Wastewater Treatment Plant (49%), Town Hall (19%), and the Police Station on Garden Street (13%). These results are illustrated in Graph 2 below.

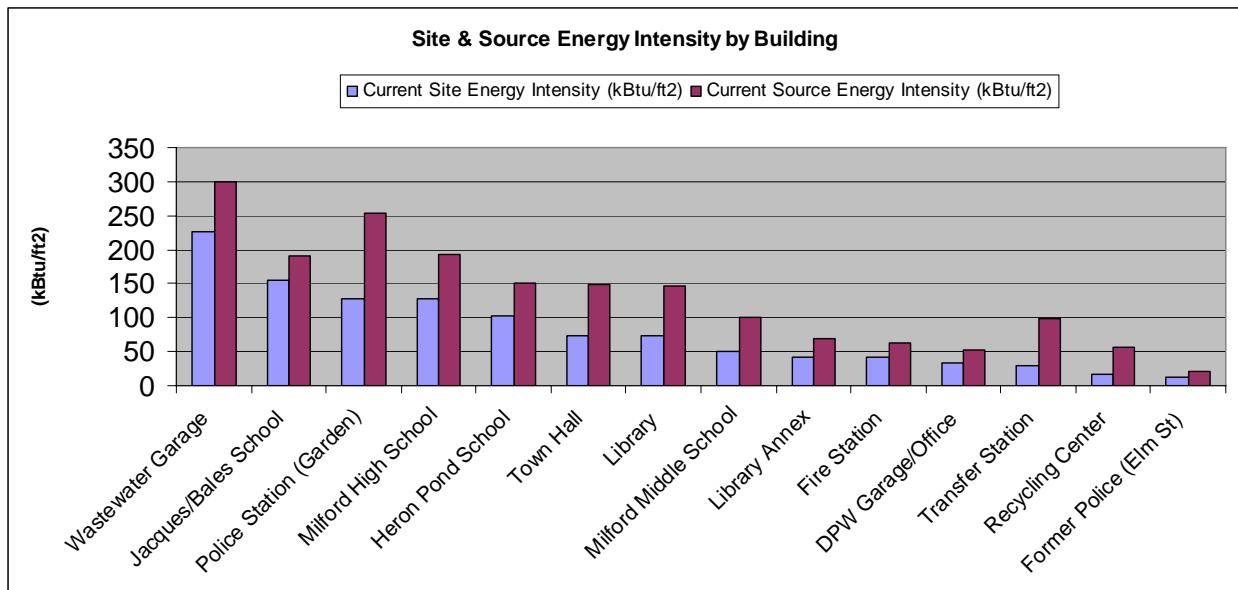
Graph 2



In addition to Total Energy Use, it is important to examine Energy Intensity, which provides a measure of the relative energy efficiency of a particular building. As mentioned above, site energy intensity is the amount of energy expended per square foot on site to heat, cool, and electrify the area. This measurement relates to how much energy is being used on site and fluctuates directly with actions such as how much lighting is being use and how the thermostats are set. Thus, reductions in site energy intensity can be addressed through changes in behavior (ex. shutting computers off at night, turning down the thermostat) and through energy conserving technologies (ex. motion sensor lighting). Source Energy Intensity refers to the amount of energy expended per square foot based on the type of fuel used and the efficiency of that fuel type. Measures to reduce source energy intensity would involve changing the type of fuel being used to heat or cool the space.

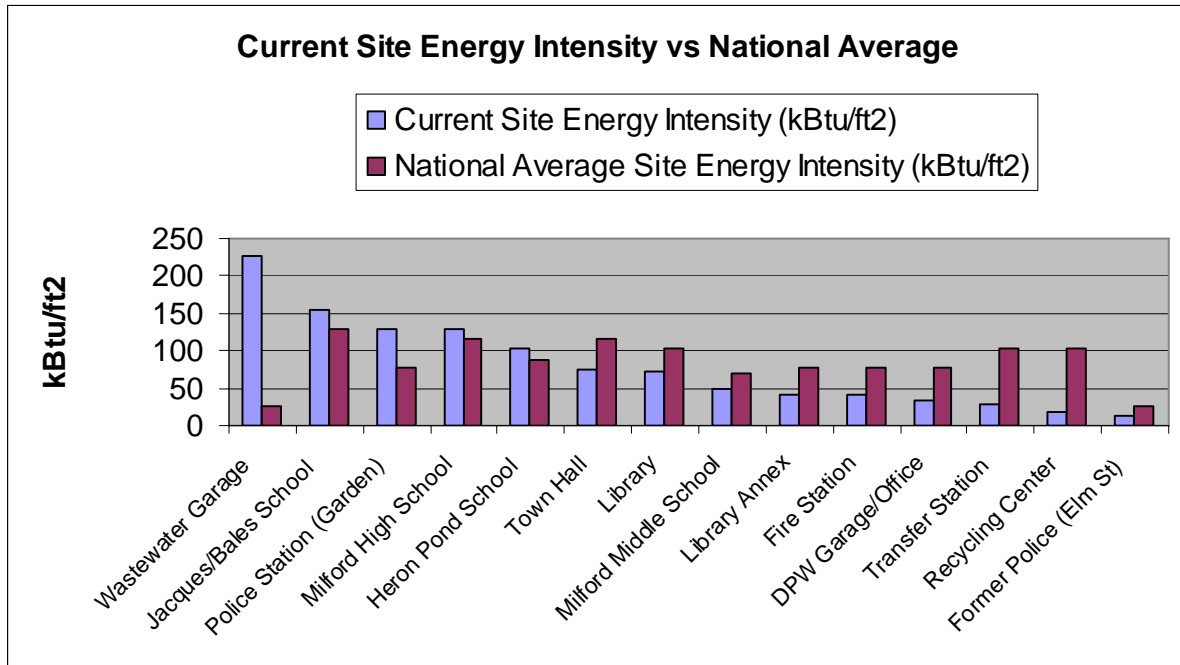
In Milford, the Wastewater Treatment Plant Garage (800 ft<sup>2</sup>) has the highest site and source energy intensity at 225.6 and 299.6 kBtu/ft<sup>2</sup> respectively. The Police Station on Garden Street (13,600 ft<sup>2</sup>) has the second highest site and source energy intensity at 128.5 and 253.9 kBtu/ft<sup>2</sup> respectively. Although site energy intensity is consistently lower than source energy intensity across Milford's portfolio of buildings, it is recommended that the LEC focus on behavioral changes and simple energy conserving technologies first, as these are often the least costly and most easily implemented actions. These measures can be enacted across all buildings, with a particular focus on the Wastewater Treatment Plant Garage and the Police Station. A comparison of site and source energy intensities across buildings appears in Graph 3. Note that because site and source energy intensity are measured in kBtu/ft<sup>2</sup> and square footage is not considered when assessing wastewater treatment plants (average influent flow in million gallons per day is used instead), the Milford Wastewater Treatment Plant is not included in this analysis.

Graph 3

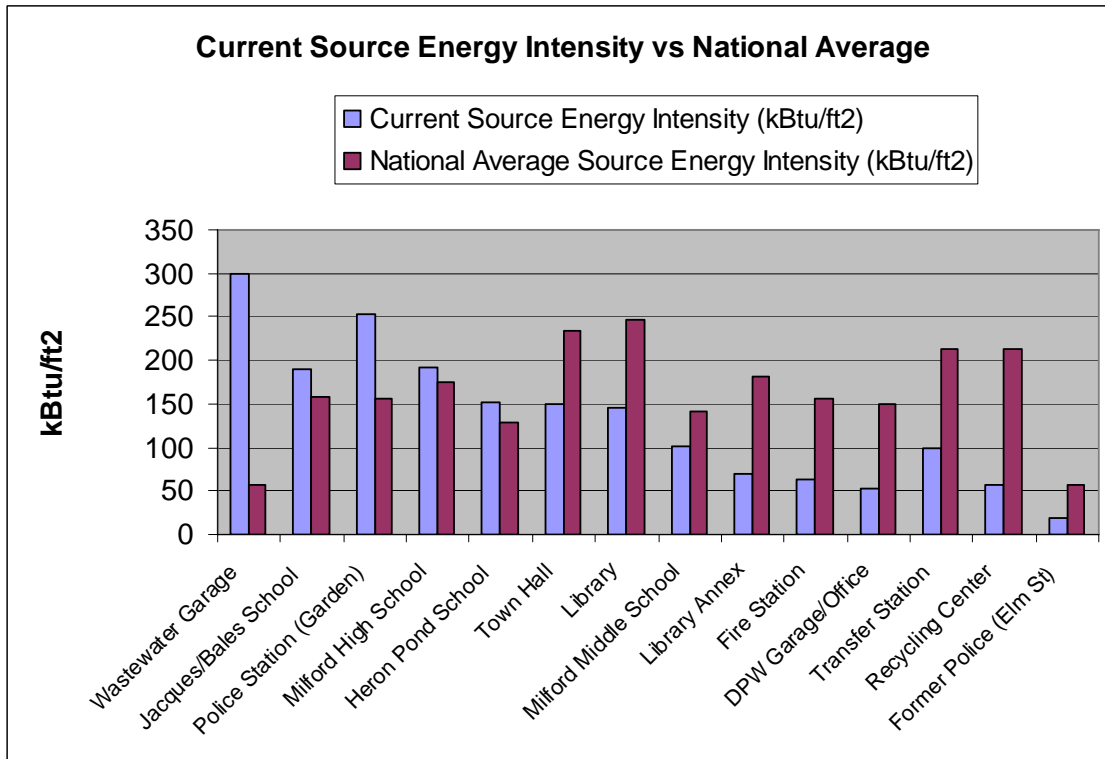


In addition to comparing site and source energy intensities across buildings in the municipality, Portfolio Manager also allows users to compare their buildings' site and source energy intensity to national averages for that building type. Graphs 4 and 5 illustrate these comparisons. Every building in Milford's portfolio had a lower site and source intensity than the national average, with the exception of the Wastewater Treatment Plant Garage and the Police Station. This provides further justification for the need to examine these buildings carefully.

Graph 4



Graph 5

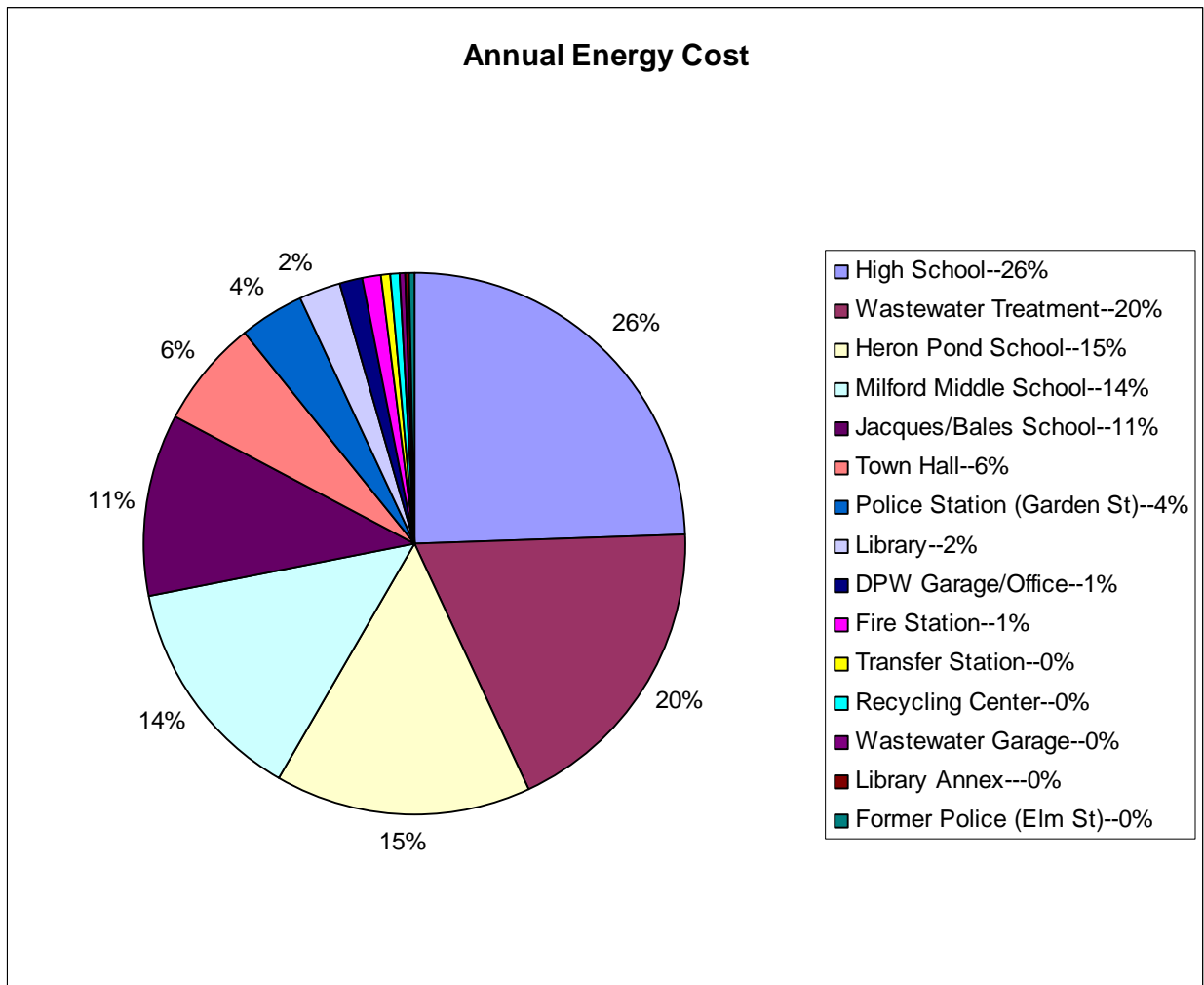




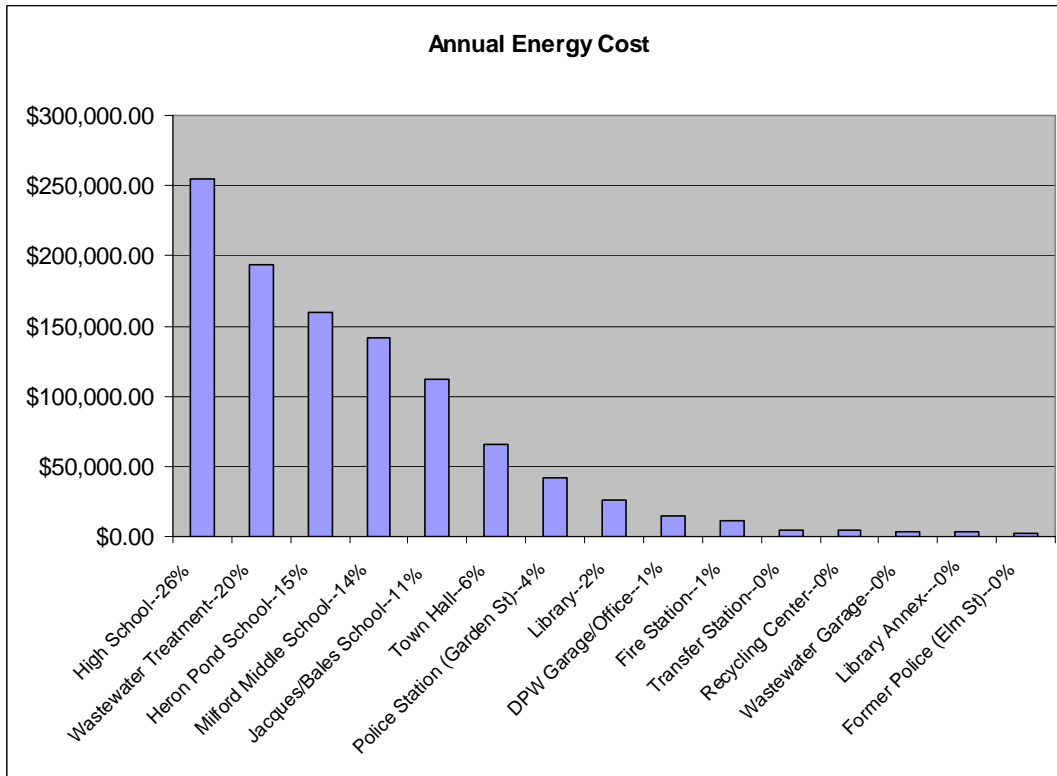
### Costs by Building

Another way to evaluate building performance is to examine overall energy costs and energy costs per ft<sup>2</sup>. The cost of running municipal buildings and schools is a major concern for most municipalities and therefore identifying ways to save on energy costs is often a priority when conducting energy inventories. Three of the 15 buildings included in Milford's portfolio—the Wastewater Treatment Plant, High School, and Middle School—account for 61% of total annual energy costs. The Wastewater Treatment Plant has the highest annual energy cost at \$193,616.35, followed by Milford High School at \$255,046.70 and Heron Pond Elementary at \$159,533.27. These results are illustrated in Graphs 6 and 7.

Graph 6

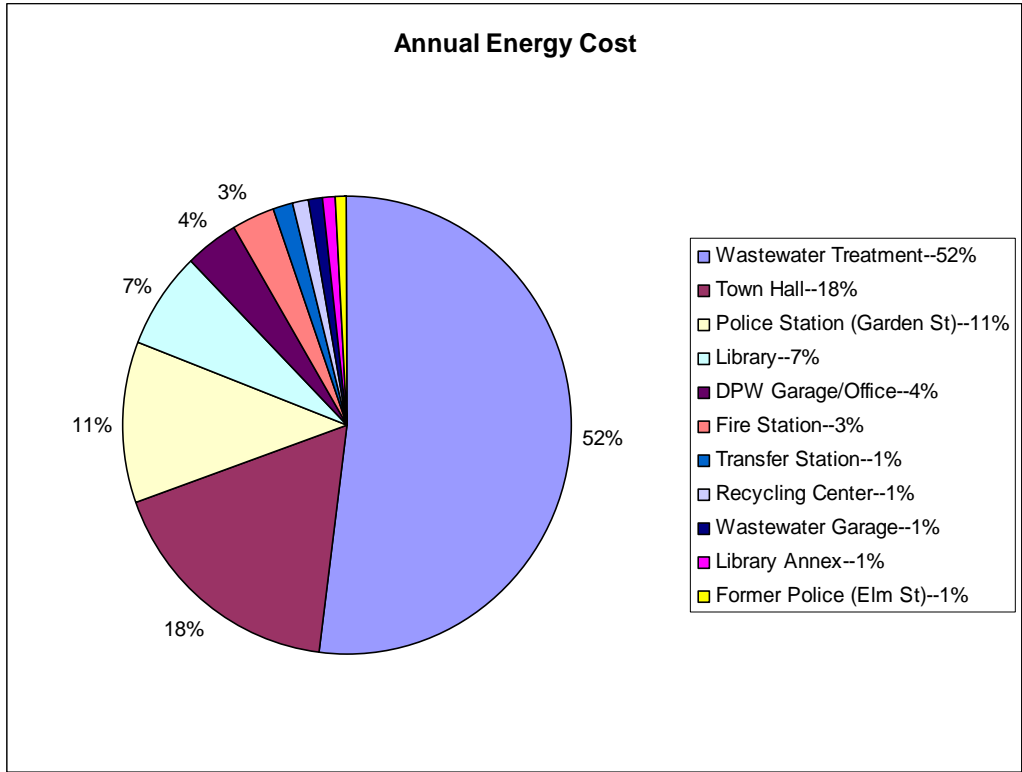


Graph 7

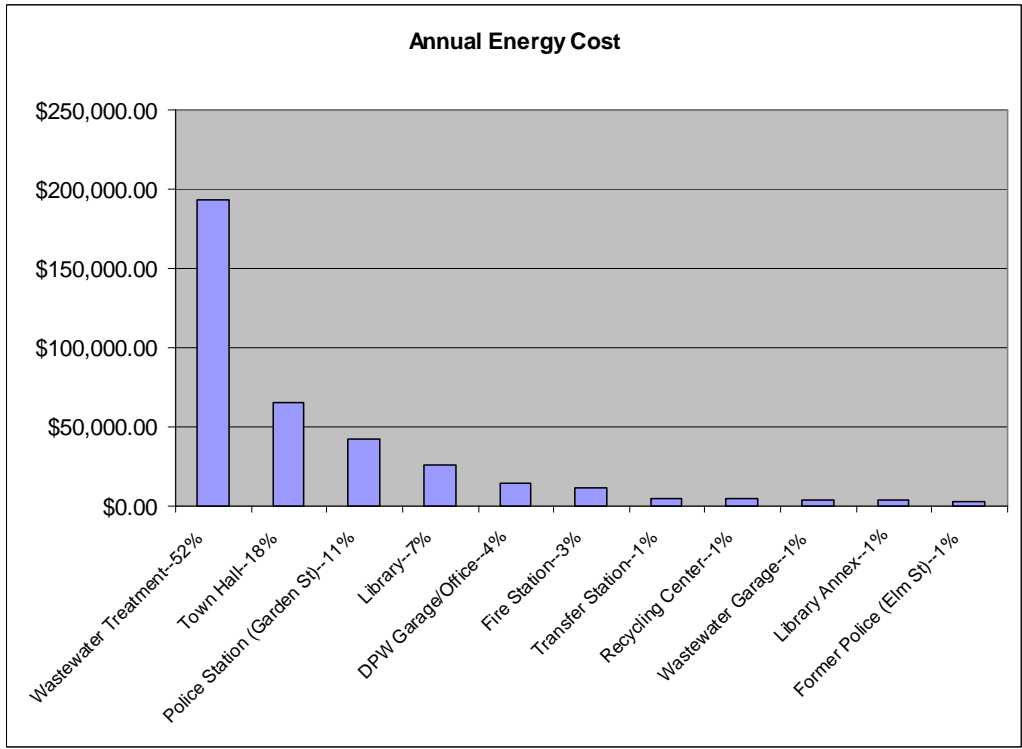


When examining the municipal buildings themselves, four buildings account for 88% of Milford's annual energy costs. They are the Wastewater Treatment Plant (52%), Town Hall (18%), the Police Station on Garden Street (11%), and the Library (7%).

Graph 8

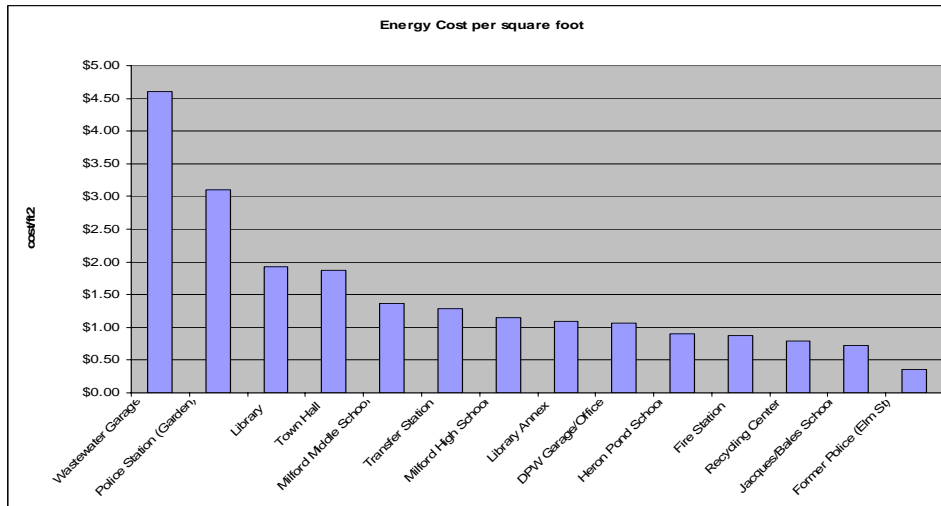


Graph 9



When comparing energy costs per square foot, the Wastewater Treatment Garage and Police Station stand out once again at \$4.60/ft<sup>2</sup> and \$3.09/ft<sup>2</sup> respectively. The Library has the third highest cost at \$1.92/ft<sup>2</sup> followed by Town Hall at \$1.86/ft<sup>2</sup>.

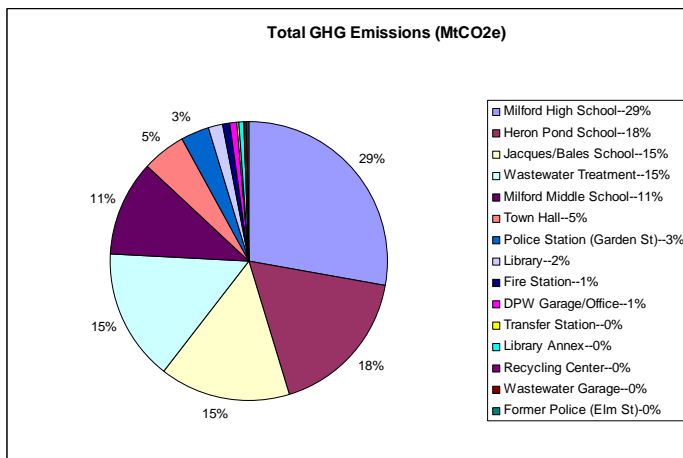
Graph 10



### Greenhouse Gas Emissions

The final method for evaluating building performance is through greenhouse gas emissions. As mentioned above, Portfolio Manager measures greenhouse gas emissions in MtCO<sub>2</sub>e, or metric ton carbon dioxide equivalent. This allows emissions of greenhouse gases of varying strengths to be added together. In Milford, three buildings—the Wastewater Treatment Plant, High School, and Heron Pond School—account for 61% of the total emissions coming from all 15 buildings in the portfolio. Milford High School alone produces 29% of the emissions at 1247.54 MtCO<sub>2</sub>e.

Graph 11



## **Energy Inventory Analysis**

Portfolio Manager's performance measures can be divided into two broad categories—those that take into consideration building square footage and those that do not. Performance measures that take square footage into consideration include Site Energy Intensity (kBtu/ft<sup>2</sup>), Source Energy Intensity (kBtu/ft<sup>2</sup>), and Energy Cost/ft<sup>2</sup>. Performance measures that do not take square footage into consideration include Total Energy Use (kBtu), Total Cost (\$), and Greenhouse Gas Emissions (MtCO<sub>2</sub>e).

In every category that considers square footage, the Wastewater Treatment Plant Garage was consistently the worst performer. The Police Station on Garden Street was the second worst performer for Source Energy Intensity and Energy Cost/ft<sup>2</sup>, and the third worst for Site Energy Intensity. The Jacques/Bales School facility was the second worst for Site Energy Intensity and the Library was the third worst for Energy Cost/ft<sup>2</sup>. The consistency with which the Wastewater Treatment Plant Garage and Police Station perform poorly in each of these categories indicates that further attention should be given to these buildings.

In every category that does not consider square footage, Milford High School was the worst performer with the highest Total Energy Use, Greenhouse Gas Emissions, and Annual Energy Costs. The Wastewater Treatment Plant had the second highest Annual Energy Cost. Heron Pond had the second highest Total Energy Use and Greenhouse Gas Emissions, and the third highest Annual Energy Costs. The Jacques/Bales facility had the third highest Total Energy Use and Greenhouse Gas Emissions.

## **Recommendations based on Energy Inventory Results**

- Use Energy Committee members, students, and volunteers to conduct walk-through building audits to look for easily correctable changes in behavior or easily implemented energy efficiency measures. Continue to track building performance in Portfolio Manager after subsequent actions have been implemented to measure associated energy efficiency improvements. The following buildings should be included in this process and are listed in order of priority:
  1. High School
  2. Wastewater Treatment Plant
  3. Police Station
  4. Wastewater Treatment Plant Garage
  5. Heron Pond School
  6. Middle School
  7. Town Hall
  8. Jacques/Bales School
  9. Library
  
- Use Milford facility maintenance staff to recommission buildings that continue to perform poorly after walk-through audit recommendations have been implemented. Recommissioning examines the building's equipment systems operation and maintenance procedures and compares them to intended or design operations procedures. The primary focus of recommissioning is to identify operation and maintenance improvements that will result in energy cost savings and that are relatively fast and inexpensive to implement. Recommissioning does not necessarily involve the purchase or installation of

new equipment or technology and in-house staff can typically implement many of the operation and maintenance improvements. Example recommissioning activities include calibrating building controls such as thermostats and occupancy sensors, adjusting operating schedules to ensure equipment is only on when necessary, checking for leaky or improperly functioning steam traps, and cleaning heat exchanger tubes in condensers, evaporators, and boilers to maintain optimal efficiency. Priority should be given to buildings that do not have an active preventative maintenance program.

- Conduct professional audits of the following buildings if no performance improvements are seen after implementing volunteer walk-through audit recommendations and recommissioning. Utility providers often offer free or low cost auditing services and should be utilized first.
- Consult US Environmental Protection Agency (EPA) for assistance and resources to help improve energy efficiency at the Wastewater Treatment Plant.
- Contact PSNH to place the following buildings on separate rather than shared electric meters: DPW Garage, DPW Office, Jacques School, and Bales School. Enter these facilities as new, separate buildings in Portfolio Manager and continue to track their energy performance.
- Focus initial actions on buildings that are very visible to the public, such as the schools, Town Hall, and Library. This will raise awareness of the Energy Committee and help Milford to set a good example for its citizens.
- Involve students to the greatest extent possible when conducting audits and making energy efficiency improvements in the school buildings. This will not only raise awareness of the Town's efforts to improve energy efficiency, but also will help to instill an environmental ethic in students and their parents.

### **Milford Energy Committee Goals & Action Items**

In addition to conducting an Energy Inventory, the Milford Energy Committee had a number of additional goals they wished to pursue. NRPC staff conducted research on goals that other LECs had established and Milford committee members brainstormed a list of their own. After reviewing and consolidating these lists, the Milford LEC established the following goals:

- Reduce municipal energy consumption by 15% below 2008 levels by 2015
- Encourage green building practices for all new construction and major renovations (commercial, residential, and municipal)
- Create a sustainable, effective local energy committee
- Finance energy efficiency projects without burdening taxpayers
- Reduce automobile use and traffic congestion in Milford
- Reduce residential environmental footprint in Milford
- Promote smart growth principles and land use patterns that maximize energy efficiency and reduce transportation needs

NRPC then developed Action Items for each goal, which LEC members reviewed and provided input on.

**Impact/Feasibility Analysis**

The Milford Energy Committee ultimately established a list of 31 Action Items that needed to be prioritized. To do this, NRPC led the group in an Impact/Feasibility exercise, in which committee members arrived at a consensus regarding the overall impact and feasibility of each Action along with its associated timeframe for implementation. Action Items were placed on a poster-sized matrix and were assigned High, Moderate, or Low Feasibility, and High, Moderate, or Low Impact. The results of this analysis appear below.

<b>HIGH IMPACT</b>	<ul style="list-style-type: none"> <li>▪ Hire and ESCO to evaluate which municipal facility would be best suited for a large scale alternative energy or energy efficiency project (1-3 years)</li> <li>▪ Create a policy to phase alternative fuel and/or hybrid vehicles into municipal fleet (3-5 years)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Utilize local media &amp; events to publicize Energy Committee's projects (<i>immediate</i>)</li> <li>▪ Receive official recognition of Energy Committee from Town of Milford &amp; determine what role the committee will have in municipal decision making (<i>immediate</i>)</li> <li>▪ Establish leadership roles &amp; elect committee members to fill these roles (<i>immediate</i>)</li> <li>▪ Establish a regularly scheduled meeting time &amp; location (<i>immediate</i>)</li> <li>▪ Create sub-committees to focus on specific projects &amp; areas of interest (<i>immediate</i>)</li> <li>▪ Develop relationships with local, state, &amp; regional organizations focused on energy (<i>ongoing</i>)</li> <li>▪ Continue updating building data in Portfolio Manager (<i>ongoing</i>)</li> <li>▪ Encourage residents to take NH Carbon Challenge (<i>immediate</i>)</li> <li>▪ Meet with utility providers to discuss incentives &amp; financing programs (<i>immediate</i>)</li> <li>▪ Ensure all municipal offices employ energy efficient work place practices (<i>immediate</i>)</li> <li>▪ Research additional grant opportunities (<i>ongoing</i>)</li> <li>▪ Adopt 1 or more easily implemented technologies in municipal buildings &amp; schools (1-3 years)</li> </ul>	
<b>MODERATE IMPACT</b>	<ul style="list-style-type: none"> <li>▪ Adopt progressive building energy codes that exceed the state energy codes for residential construction (3-5 years)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Conduct professional audits of select municipal buildings &amp; schools (1-3 years)</li> <li>▪ Develop &amp; adopt Energy chapter in Milford Master Plan (3-5 years)</li> <li>▪ Encourage Planning Board to evaluate &amp; potentially adopt Innovative Land Use Techniques such as Transit &amp; Pedestrian Oriented Development, Access Management, Energy Efficient &amp; Infill Development, Dark Skies (1-3 years)</li> <li>▪ Research feasibility of establishing a revolving Loan Trust Fund (1-3 years)</li> <li>▪ Review zoning to ensure it is not encouraging sprawl (3-5 years)</li> <li>▪ Adopt a performance zoning ordinance that encourages voluntary implementation of energy efficiency practices for new construction in exchange for incentives or bonuses (3-5 years)</li> <li>▪ Work with Planning Board &amp; development community to establish guidelines for energy efficient development (3-5 years)</li> <li>▪ Adopt language in subdivision or site plan review regulations that requires optimization of passive solar heating practices (3-5 years)</li> <li>▪ Adopt progressive building energy codes that exceed the state energy codes for non-residential construction (3-5 years)</li> <li>▪ Take advantage of NH laws that encourage energy efficiency &amp; renewable energy (<i>ongoing</i>)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Use Energy Committee members to conduct preliminary audit of municipal buildings &amp; schools (<i>immediate</i>)</li> <li>▪ Conduct a "green driving" campaign for Milford residents with a focus on anti-idling (1-3 years)</li> </ul>
<b>LOW IMPACT</b>	<ul style="list-style-type: none"> <li>▪ Work with Souhegan Valley Transportation to expand bus service</li> <li>▪ Encourage area employers to create opportunities for telecommuting, flexible work schedules, carpools</li> </ul>	<ul style="list-style-type: none"> <li>▪ Coordinate unofficial rideshare program</li> </ul>	
	<b>LOW FEASIBILITY</b>	<b>MODERATE FEASIBILITY</b>	<b>HIGH FEASIBILITY</b>



## **Action Prioritization**

### Immediate/Ongoing

- Receive official recognition of Energy Committee from Town of Milford & determine what role the committee will have in municipal decision making
- Establish leadership roles & elect committee members to fill these roles
- Establish a regularly scheduled meeting time & location
- Create sub-committees to focus on specific projects & areas of interest
- Utilize local media & events to publicize Energy Committee's projects
- Develop relationships with local, state, & regional organizations focused on energy
- Continue updating building data in Portfolio Manager
- Encourage residents to take NH Carbon Challenge
- Meet with utility providers to discuss incentives & financing programs
- Ensure all municipal offices employ energy efficient work place practices
- Research additional grant opportunities
- Use Energy Committee members to conduct preliminary audit of municipal buildings & schools

### 1-3 Years

- Adopt 1 or more easily implemented technologies in municipal buildings & schools
- Conduct a "green driving" campaign for Milford residents with a focus on anti-idling
- Hire and ESCO to evaluate which municipal facility would be best suited for a large scale alternative energy or energy efficiency project
- Conduct professional audits of select municipal buildings & schools
- Encourage Planning Board to evaluate & potentially adopt Innovative Land Use Techniques such as Transit & Pedestrian Oriented Development, Access Management, Energy Efficient & Infill Development, Dark Skies
- Research feasibility of establishing a revolving Loan Trust Fund

### 3-5 Years

- Create a policy to phase alternative fuel and/or hybrid vehicles into municipal fleet
- Develop & adopt Energy chapter in Milford Master Plan
- Review zoning to ensure it is not encouraging sprawl
- Adopt a performance zoning ordinance that encourages voluntary implementation of energy efficiency practices for new construction in exchange for incentives or bonuses
- Work with Planning Board & development community to establish guidelines for energy efficient development
- Adopt language in subdivision or site plan review regulations that requires optimization of passive solar heating practices
- Adopt progressive building energy codes that exceed the state energy codes for non-residential construction

## **Key Steps for Immediate Actions**

*Action*—Receive official recognition of Energy Committee from Town of Milford & determine what role the committee will have in municipal decision making

*Steps*—make presentation to Board of Selectmen & School Board (select meeting date and get on agenda); highlight Energy Inventory results, goals & action items (with supporting details for justification), and timeline

*Actions*—Establish leadership roles & elect committee members to fill these roles, Establish a regularly scheduled meeting time & location, Create sub-committees to focus on specific projects & areas of interest

*Steps*—solicit volunteers at next energy committee meeting to fill leadership roles, brainstorm initial sub-committees, publish meeting date on Town website & in local media

*Action*—Utilize local media & events to publicize Energy Committee’s projects

*Steps*—create sub-committee tasked with public outreach/community involvement; establish media contact list; establish list of festivals & events; media outlets may include local papers, Granite Town Quarterly, Town website, sign at transfer station, billboard, A-frames on Oval, local cable, fairs/events

*Action*—Develop relationships with local, state, & regional organizations focused on energy

*Steps*—attend Nashua Regional Planning Commission’s Regional Energy Roundtable & other training events, attend state conferences (ex. Office of Energy & Planning), sign-up for email listserves

*Action*—Continue updating building data in Portfolio Manager

*Steps*—create sub-committee tasked with periodically updating data, contact utility providers to try and make data more readily available

*Action*—Encourage residents to take NH Carbon Challenge

*Steps*—create sub-committee tasked with public outreach/community involvement, work with Julia Dundorf of NH Carbon Challenge

*Action*—Meet with utility providers to discuss incentives & financing programs

*Steps*—create a finance sub-committee tasked with investigating funding opportunities

*Action*—Ensure all municipal offices employ energy efficient work place practices

*Steps*—create a municipal buildings & schools sub-committee tasked with examining building performance & associated policies; review policies already in place and obtain feedback from employees on how well they are working

*Action*—Research additional grant opportunities

*Steps*—create a finance sub-committee tasked with investigating funding opportunities

*Action*—Use Energy Committee members to conduct preliminary audit of municipal buildings & schools

*Steps*—create a municipal buildings & schools sub-committee tasked with examining building performance & associated policies, develop list of physical building attributes to examine (ex. age & condition of windows), develop list of behaviors to watch for (ex. lights being left on), contact appropriate department heads to explain goals and see if they will agree to audit