

## Minutes from CSC Task Force Meeting February 19, 2020

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**Attendees:** Simon Moll, Randy Smith, Ronny Hardaway, Darby Kiley, Osamu Tsuda, Katherine Herleman, Andrew Foster, Lynn Leopold

The meeting was called to order at 6:02 PM.

The Task Force Charter was approved with a small revision to add the meeting location after the day and times.

The Task Force continued its discussion on the CSC Pledge Element actions.

### **Pledge Element 1: Build a climate-smart community.**

- PE1 Action: National/Regional Climate Program. **(Status: PLANNED)** The task force discussed regional climate programs that might be appropriate and achievable for the Village, including:
  - Clean Energy Communities - Task Force recommends pursuing a CEC membership.
  - Energy Code Training - Katherine Herleman will research the correct training to offer Mike Scott at a later date.
    - Herleman mentioned the upcoming Green Grand Prix event at Watkins Glen on April 3rd. Details are being ironed out, but NYSERDA's BESS class will be 10-12 and a first responder course on vehicle batteries will be available from Toyota 1-2. For more information visit this website:  
<http://www.greengrandprix.com/>
  - Unified Solar Permit - Continue researching the USP. The county adopted the state's USP. The Village would need a resolution to adopt the same permit.
  - Solar Tompkins - Village would need to adopt a resolution in support of Solar Tompkins. Ronny to research Montour Falls' resolution.
- PE1 Action: Partnerships with Other Entities. **(Status: PLANNED)** The task force discussed existing and future partnerships with other entities, including:
  - TCCOG - Hardaway created a document of evidence. **Hardaway and Smith to submit this document to the BOT for approval.**
  - Watershed Intermunicipal Organization - Hardaway created a document of evidence. **Hardaway and Smith to submit this document to the BOT for approval.**

### **Pledge Element 2: Inventory emissions, set goals, and plan for climate action.**

- PE2 Action: Government Operations GHG Inventory. **(Status: PLANNED) Hardaway and Smith to request staff time to provide utility and fuel charges for the Village.**
  - Herleman recommended the Village create an account with the free Energy Star Portfolio Manager. This account would help us collect, present, and share energy benchmarks and decreased usage. **Hardaway to present to BOT.**

- PE2 Action: Government Operations Climate Action Plan. **(Status: PLANNED)** After the Government Operations GHG Inventory is completed, Village would set a target of energy/GHG reduction and create a plan to achieve that reduction. Moll recommended a 10% decrease since that number is mentioned in the CSC actions' documentation. CCE would help with the reduction goal and plan creation with Village input.

### **Pledge Element 3: Decrease energy use**

- PE3 Action: Government Building Energy Audits. **(Status: PLANNED)** Hardaway to request information from CCE about low-cost energy audits.
- PE3 Action: Interior Lighting Upgrades. **(Status: PLANNED)** Hardaway to request information about interior lighting in new office building, old office building, and DPW facility. Herleman recommended Lime Energy for possible lighting-replacement purchases.
- PE3 Action: HVAC Upgrades. **(Status: PLANNED)** Research if new building's HVAC could be considered an upgrade. Will old office building's HVAC and/or DPW facility HVAC need replacement soon?
- PE3 Action: Water-efficient Fixtures. **(Status: PLANNED)** Research if new building's water fixtures could be considered an upgrade. Will old office building's fixtures and/or DPW facility fixtures need replacement soon?
- PE3 Action: Building Energy Management System. **(Status: UNPLANNED)** A BEMS is beyond the scope of the current Village buildings and campus.
- PE3 Action: Energy Benchmarking for Government Buildings. **(Status: PLANNED)** Herleman recommended the Energy Star Portfolio account be created and use to implement this action. Energy history and future usage (decrease) could be entered into this system and easily shared with the public or approved service providers.
- PE3 Action: Clean Energy Upgrades. **(Status: PLANNED)** The Village campus' facilities could be upgraded as needed to reach a 10% energy reduction (as recommended by Moll.)
- PE3 Action: Green Building Standard for Government Buildings. **(Status: UNPLANNED)** Village campus/facilities too small for Green Building Standard at this time.
- PE3 Action: Green Building Certification. **(Status: UNPLANNED)** Village campus/facilities too small for Green Building Certification at this time.
- PE3 Action: Fleet Inventory. **(Status: PLANNED)** A Village inventory of DPW vehicles would be required. Herleman suggested that we also check on personal vehicle use and reimbursement for mileage.
- PE3 Action: Fleet Efficiency Policy. **(Status: UNPLANNED)** DPW vehicles are not fuel-efficient at this time. Village can monitor future vehicle purchases for fuel-efficiency and decide if we want to pursue this action later.
- PE3 Action: Fleet Rightsizing. **(Status: UNPLANNED)** Rightsizing DPW vehicles is not possible at this time.
- PE3 Action: Advanced Vehicles. **(Status: UNPLANNED)** Advanced DPW vehicles are not available at this time.

- PE3 Action: LED Street Lights. **(Status: PLANNED)** Hardaway to request LED street-light conversion date from John Courtney and/or Jodi Dake.
- PE3 Action: LED Traffic Signals. **(Status: PLANNED)** Hardaway to request LED traffic-light conversion date from John Courtney and/or Jodi Dake.
- PE3 Action: Outdoor Lighting Reduction. **(Status: PLANNED)** Research Village code on outdoor lighting of buildings and determine if the Village campus meets those requirements. Leopold recommended that the Village provide Secure Lighting training
- PE3 Action: Outdoor Lighting Upgrades. **(Status: PLANNED)** Implement outdoor lighting upgrades on Village-campus buildings if needed.
- PE3 Action: Environmentally Preferable Purchasing Policy. **(Status: PLANNED)** Hardaway to research EPP Policy for Montour Falls to see if it might meet the needs of the Village.
- PE3 Action: Financing Mechanism for Government Energy Projects. **(Status: PLANNED)** Hardaway to research financing mechanism for Montour Falls to see if it might meet the needs of the Village.
- PE3 Action: Waste & Energy Provisions in Government Contracts. **(Status: UNPLANNED)** Hardaway will confirm that Village has no energy contracts.
- PE3 Action: Incentives for Employee Carpooling & Transit. **(Status: UNPLANNED)**
- PE3 Action: Energy Code Enforcement Training. **(Status: PLANNED)** Herleman to research best Energy Code Enforcement Training for Mike Scott.

Herleman offered a new online resource related to CSC and CEC programs and efforts:  
Southern Tier Clean Energy Communities website: <https://southerntiercec.org/>

The meeting adjourned at 7:54 PM.

**The next meeting will be on Wednesday, March 4 at 6 PM.**