

# **Minutes of the Woodbridge Clean Energy Community Task Force (WCECTF)**

The meeting was held on Tuesday, February 7, 2007- 7:30 PM  
Town Hall

## **Members present:**

Dr. James Sabshin  
Joseph Adelizzi  
Sandra Stein  
Andy Danzig  
Michael Helfenbein

## **Agenda:**

Review of previous minutes  
Designation of rotating Task Force recorder  
Composition of the Task Force  
What's Happening in Bethany?  
The CEC grant for \$5,000  
The RFQ process for a town audit for photovoltaic system(s)  
Follow up actions by Task Force members  
Other reports and business  
Adjourn

## **Discussion:**

1. The minutes were reviewed and minor edits were made. Sandy will be the recorder for this meeting and the minutes, RFQ, changes to the member lists, etc will be sent to Jon.
2. The Task Force would like to undertake the following:
  - a. Outline a plan for the Task Force for the next year
  - b. Identify monthly events that will involve task force members and residents of the town
  - c. Conduct a brainstorming session for the task force so that all ideas can be captured and a structure and plan built for the coming year
3. Other ideas that were discussed as part of a plan include the following:
  - a. Plan for Town Buildings
  - b. Learn from other towns what has worked – Bethany
  - c. Beecher window replacement – include solar options
  - d. Get speakers for Town from Yale – Office of Sustainability, School of Architecture, School of Engineering
  - e. Develop a Logo and simpler acronym for Task Force
  - f. Tax exemptions for solar installations
  - g. New Building code rules which address clean energy and energy efficiency standards should be developed for all new Town construction

4. Suggested goal for the Task Force/Town will be to sign up 500 households for clean energy. This will provide the Town of Woodbridge with \$50,000 worth (5kW) of a clean energy system. This goal will be reviewed with Jon.
5. Public Relations Ideas
  - a. Letter to Town residents
  - b. Newspaper articles
  - c. GATVOC – Channel 79 for Town speakers and for 1 minute Public Service Announcement (get high school students to design)
  - d. Website links on the Town website to sign up for clean energy
  - e. Link up with programs in the schools
  - f. Involve government leaders, religious leaders and education leaders in this effort
6. Edits to the RFQ were discussed. RFQ changes will be sent to Jon along with the list of companies on the CT Innovations Clean Energy Website. It is requested that the RFQ be shared with Tony Genovese and for him to officially send this out for the Town.
7. Andy brought up the topic of forming an EcoTeam. As the work of the Task Force progresses, this may be an excellent next step for the group.

**Follow Up – Action Items:**

1. Community Innovations Grants Program Training Manual will be circulated to the Task Force Members. Sandy will review it first and pass it on to the next Task Force Member.
2. Andy Danzig distributed a preliminary list of energy conservation educational materials and web sites. He will e-mail the list to the task force members.
3. Sandy is waiting to receive materials from Chris Ellert at UI regarding materials that can be distributed to town residents as well as prices on bulk fluorescent light bulb purchases.
4. Mike Helfenbein will explore with Karen Crosby (website manager for the Town) developing a link from the Town Website to the UI website to sign up for the Clean Energy Option.
5. Sandy to find out if Beecher Road School has signed up for the UI EE Smarts Program.
6. Need to find out how to get the list of residents who have signed up for the Clean Energy Program. The Town Profile is on the Clean Energy Website.