



TEC
TOWNSEND ENERGY COMMITTEE
272 Main Street
Townsend, Massachusetts, MA 01469

Christopher L. Campion, Ph.D., Susan Dejniak, PMP,
Michael Brown, Ph.D.

Green Community Grant Progress and Financial Quarterly Report

Green Communities Grant Effective Date: December 13, 2012

Reporting Period: July 1, 2013 – September 30, 2013

Brief Project Summary:

- 1. Installation of idle reduction devices on two police vehicles. 50% completed.**
The Energy Committee and the Police Chief are awaiting results of the first IdleRight device to determine if a second device will be installed in an additional police cruiser.

- 2. Energy Audits at Town Hall and the Police Station. 99% completed**
The Energy Audit for the Police Station is completed and was submitted with the last quarterly report.

A final audit report has been received by the town from Guardian Energy Solutions for the ASHRAE Level II audit at Memorial Hall completed on May 21, and May 23, 2013. An invoice has not yet been received for these services. Guardian will work with Unitil and the town to evaluate possible incentives for ECMs identified in this audit. (audit report attached in email)

- 3. Implementation of approved energy conservation measures identified by the audits. 10% completed.**
Police Station: The Town has received approval from the State to replace the two boilers in the Police Station identified in the EnerNOC audit (ECM#3, pg. 22). We are working with a vendor to identify the proper replacements. The Town will apply for rebates through the MassSave Program from Unitil once the replacement is completed.

Unitil has agreed to replace the existing thermostats with programmable units for no cost (ECM #1, pg. 20).

Memorial Hall: In their audit report, Guardian recommended the Town contract with Unitil to replace the lighting at Memorial Hall under their Small Business Retrofit Program. Unitil has agreed to replace the 13 thermostats that haven't yet been replaced with programmable units for no cost (ECM #3, pg. 17).

4. Unitil Small Business Retrofit Program I. 90% completed.

Work done by Unitil's contractor has been completed for indoor and outdoor lighting at four of the Fire Department buildings, the Water Department offices, and the Police Station. The Highway Garage portion of the project has not yet been completed as parts are on order. An invoice was received from Unitil in the amount of \$7,332 for the portion of the project that has been completed at the aforementioned facilities.

5. Unitil Small Business Retrofit Program II. 20% completed.

Unitil is evaluating the lighting at Memorial Hall as recommended in the Guardian audit (ECM #8, pg. 18).and will forward a proposal to the Town which will then be submitted to the State for approval to move forward with the work.

6. Administrative Support.

Land Use Coordinator Karen Chapman has expended \$424.80 from the grant monies for this period in support of the Energy Committee and the Green Communities Grant. One payroll warrant in the amount of \$59.40 expended in June was not counted on the last quarterly report, but is reflected in this budget.

The town has installed and is now working in a new financial software package (VADAR) and this is why the financial statements look different from the last report.

Project Budget:

BALANCE:	July 1, 2013	\$32,866.95	balance
Payment – Unitil Invoice	Sept. 10, 2013	<u>\$ 7,332.00</u>	
(lighting retrofit)		\$25,534.95	balance
Payroll distribution	various dates July - Sept	<u>\$ 424.80</u>	
		\$25,110.15	balance

Name and Title of Person Submitting Quarterly Report:

Karen Chapman, Land Use Coordinator

Date: October 3, 2013