

Draft

**MINUTES OF
MUNICIPAL SERVICES COMMITTEE MEETING**

JUNE 17, 2008

ATTENDANCE

Members and Guests

Bonnie Therrien, Chair
Jack McCoy
Blythe Robinson
Rich Toce
Emily Moon
Steve Wawruck
Mike Wilkinson
Chris Johnson
Jim Hayden
Joyce Stille
William Leahy
Mary Ellen Kowalewski
Lyle Wray
Maureen Barton
Jocelyn Mathiasen
Steven Dzikiewicz

Town

Wethersfield
Manchester
Avon
East Hartford
Windsor
Windsor Locks
Tolland
West Hartford
East Granby
Bolton
ECSU
CRCOG
CRCOG
CRCOG
CRCOG
CRCOG

Chairperson Bonnie Therrien called the meeting to order at 12:10 p.m.

1. ADOPTION OF MINUTES

Steve Wawruck made and Blythe Robinson seconded a motion to adopt the minutes of the May 20, 2008 meeting. Minutes were adopted by voice vote, with one abstention.

2. EASTERN CT INSTITUTE FOR SUSTAINABLE ENERGY

William Leahy, the Director for the Institute of Sustainable Energy, gave a presentation on his institute's work, and about ways to encourage increasing the energy efficiency in municipal facilities. Mr. Leahy said his institute provides support for legislators and agencies, does educational outreach, and demonstrates practical energy solutions. In addition, the institute is a source of information on sustainable energy. Mr. Leahy walked through some of the lower cost ways municipalities can cut energy costs and increase efficiency, including changing some equipment, such as light fixtures, rescheduling high energy using work to off-peak hours, or using ice storage to store energy during low demand hours, to be used during peak hours. Mr. Leahy also talked about several incentive programs, legislative efforts to increase efficiency, use clean energy, and develop climate change action plans.

3. PROJECT STATUS REPORTS

Regional Performance Incentive Program

Jen March-Wackers reported that CRCOG received a \$5.1 million dollar check, which has been deposited. The shared services programs are moving forward. Key materials are available on the CRCOG website.

Natural Gas Program

Ms. March-Wackers reported that the Natural Gas Consortium made a buy for part of 2008-2009. Due to the volatility of the market, it is a 25% increase.

Purchasing – CRCOG

Maureen Barton reported that the Capitol Region Purchasing Council has sent out Invitations to Bid for Sand for Snow and Ice Control and Treated Road Salt. Both bids will open on June 25, and the results will be posted to the CRPC website by the end of the day on June 25.

4. MUNICIPAL INFORMATION SHARING

Ms. March-Wackers reported that the time has come to update the non-tax revenue study. Steven Dzkiewicz, who is interning at CRCOG this summer, working on the Compass program, will be sending out a survey on Survey Monkey later this week. It is a lengthy survey, and Ms. March-Wackers encouraged online submissions. CRCOG is also working on a Municipal Solid Waste Management RFP, and are seeking input on what options are available. Bonnie Therrien announced that she will be leaving Wethersfield, so the Municipal Services Committee will be needing a new chair.

5. ADJOURNMENT

Joyce Stille made a motion to adjourn, seconded by Rich Toce. The motion was approved by unanimous voice vote, and Chair Bonnie Therrien adjourned the meeting at 1:25 p.m.