

**Energy Commission**  
MINUTES OF SPECIAL MEETING  
January 7, 2019  
Mayor's Conference Room

PRESENT: Sean Dunn, Tom Ragaini, Sheldon Scott, Dave Butkus  
ALSO PRESENT: Mayor Zoppo Sassu and Calvin Brown

1. Call to Order

Mayor Zoppo Sassu called the meeting to order at 5:30 p.m.

2. Welcome by the Mayor

Mayor Zoppo Sassu stated this was an organizational meeting of the Commission, called by the Mayor to elect officers, set the calendar and review responsibilities. The Energy Task Force was disbanded and by Ordinance this Commission was created. The Mayor reviewed FOI, Ethics and attendance requirements all Commissioners must follow. Calvin Brown was introduced who is assisting the Mayor with policy issues and special projects.

Commissioners present introduced themselves. Also present was former Energy Task Force Chairman Frank Stawski and Dennis Siriani who will be appointed to the Commission by the City Council in February. Member of the public Barry Williams was also present, Barry does not live in Bristol, but is interested in what the Commission will do.

3. Election of Chairperson and to take any action as necessary

4. Election of Vice Chairperson and Secretary and to take any action as necessary

It was agreed to hold off on election of a Chairperson and Vice Chairperson until the next meeting when a full Commission should be named and present at the meeting.

5. Establish meeting schedule and to take any action as necessary

Discussion was held on future meeting dates. Based on room availability the Meeting Room is available the second or third Monday of the month. The Commission agreed to meet on February 11 at 6:30 p.m. and will set a calendar at that meeting. Dave Oakes could not be present at tonight's meeting, but will be in attendance at future meetings.

6. Open discussion of background materials and priorities for the commission and to take any action as necessary

Mayor Zoppo Sassu discussed the work the Energy Task Force completed in creating the Energy Plan. Discussion was held on the West Hartford model as they have a part time Energy Manager, have an Energy Plan and an Energy Fund. Sean and Frank discussed this model and how they do things. The Energy Fund is something the Mayor would like to see implemented here, where savings from a project is generated a piece is put in an

energy bank, and dollars are set aside for future energy projects. The projects need to be monitored and verified for real dollars to be identified.

Sean discussed the lighting project at Manross Library where the City received a grant for \$15,000 to replace the lights, and savings were achieved and identified.

Barry questioned how the City finished with their goal of 20% by 2018 and progress with Sustainable CT. Sean stated Dave Oakes would have that information.

The Mayor introduced Julianna Larue, a student at Southern New Hampshire University from Bristol who is studying environmental science and interested in sustainability. Julianna presented the Commission with her paper, The Roof Is Growing, regarding green roofs and spoke about her interests in the environment.

## 7. Adjournment

Tom Ragiani made a motion seconded by Sean Dunn “to adjourn” at 7:05 p.m.

*Jodi A. McGrane*  
Recording Secretary

DRAFT