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Town of Shaftsbury

Municipal Offices at Cole Hall

Meeting Minutes

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Energy Committee

Date of Meeting: April 1, 2025, at Cole Hall and remotely via Zoom

Members Present: Andrea E. Bacchi (Chair), Bill Christian, Wayn Goodman

Guest(s): None

1. Call to Order

Chair, Andrea Bacchi, called the meeting to order at 6:39 PM.

2. Roll Call

Present:

- Andrea Bacchi, Chair
- Bill Christian, Vice Chair
- Wayn Goodman, Committee Member

3. Conflict of Interest Declaration

Ms. Bacchi asked if there were any conflicts of interest. None were declared.

4. Approval of Minutes

There were no minutes to approve, as no meeting was held in March 2025.

5. Public Comments

There were no members of the public present.

6. Committee Updates

- Ms. Bacchi proposed an Attendance Policy, requiring at least one committee member in addition to the chair to be physically present at meetings.
- The purpose is to ensure safety and quorum and will be revisited as the committee grows.
- Motion to approve the policy by Wayn Goodman; seconded by Bill Christian.
- Vote: Motion passed unanimously, 3–0.
- The committee discussed reaching out to potential members, including Ned, who previously attended a meeting. Bill Christian agreed to follow up with him.

7. Old Business / Ongoing Initiatives

A. New Town Hall Walkthrough

- Bill Christian shared initial observations after conducting a walkthrough.
- The building has outdated heating infrastructure, including unused thermal ceramic storage units and rooftop propane HVAC units.
- **Recommendations included:**
 - Conducting a professional heat audit and blower door test.
 - Window Dresser inserts.
 - Perimeter insulation of slab-on-grade foundation.
 - Exploring a phased transition away from propane.
- Mr. Christian will prepare a written report to share with committee members and Town Administrator, Paula and Select Board Chair, Naomi.

B. Pellet Bag Recycling Program

- Ms. Bacchi reported that Shaftsbury Elementary School is collecting pellet bags for recycling into benches through Tyvek.
- The committee discussed promoting this initiative through the Energy Committee e-newsletter and exploring expansion to the Shaftsbury Transfer Station.
- Ms. Bacchi will follow up with the 5th grade teacher overseeing the program to confirm accepted materials and duration of collection.

C. Energy Committee Member Search

- Members discussed strategies to recruit new members, including:
 - Adding a call to action in bi-weekly energy emails.
 - Community engagement as benefits.
 - Clarifying application process: resume and letter of interest to be submitted to Select Board Chair, Naomi.

D. Community Energy Education & Updates

- Efficiency Vermont and Vermont Climate Action Office updates will be shared in the newsletter.
- An in-person climate plan input session will be held April 17 at the Bennington Firehouse.
- Ms. Bacchi will include event links and registration information in the email campaign.

8. New Business

A. Green Up Day 2026 Planning

- Ms. Bacchi proposed organizing a community-focused Green Up Day event in 2026 in collaboration with the Recreation Committee.
- Ideas included team challenges, themed snacks, and community celebration after cleanup.

- She will reach out to the Recreation Committee to explore partnership opportunities.

B. Staples Electronics Recycling

- Staples in Bennington was confirmed to accept many types of e-waste, including cords, small electronics, ink cartridges, and batteries.
- Ms. Bacchi will verify the current list and include it in future outreach.

C. Energy Email Campaign

- Ms. Bacchi is sending bi-weekly newsletters via Mailchimp on the 2nd and 4th Tuesdays.
- Committee members are invited to review content before it is sent. Ms. Bacchi will send test emails with a deadline for feedback.

9. Review of Action Items

- **Ms. Andrea Bacchi:**
 - Confirm types of plastics accepted in pellet bag recycling.
 - Contact Shaftsbury School and Recreation Committee.
 - Coordinate with Efficiency Vermont/Heat Squad and Naomi on new Town Hall building audit.
 - Continue newsletter and member recruitment efforts.
- **Bill Christian:**
 - Draft and send written summary of Town Hall walkthrough.
 - Contact potential member Ned regarding interest.

10. Next Meeting

The next meeting is scheduled for Monday, May 6, 2025, at 6:00 PM.

11. Adjournment

Motion to adjourn made by Wayn Goodman; seconded by Bill Christian.

Meeting adjourned at 7:29 PM.

Vote: Unanimous.

Minutes prepared by: Chair, Andrea E. Bacchi

Date: April 6, 2025