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**TOWN OF WILLISTON  
ENERGY COMMITTEE  
MEETING MINUTES  
July 12, 2023**

**\*Meeting held in the Town Annex Conference room and by teleconference (Zoom).**

**MEMBERS PRESENT:** Chair Reed Parker, Vice Chair Kevin Thorley, Dar Gibson, Matt Wood Eric Hillmuth, and Kevin Batson.  
**ADMINISTRATION:** Melinda Scott, Energy & Community Development Planner  
**ABSENT:** Maria Gingras  
**OTHERS PRESENT:** None

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**1. Call to Order**

Chair Reed Parker called the meeting to order at 6:33 p.m.

**2. Public Comment**

There was no public comment.

**3. Approve Draft June 28, 2023 Meeting Minutes**

The Committee reviewed the draft June 28, 2023 meeting minutes. Matt Wood made a motion to approve the minutes as written. Dar Gibson seconded the motion. The motion was carried with a 6-0 vote.

**4. Election of Officers**

Dar Gibson made a motion to nominate Reed Parker to serve as Committee Chair. Kevin Thorley seconded the motion. The motion carried with a 6-0 vote.

Reed Parker made a motion to nominate Kevin Thorley as Vice Chair. Dar Gibson seconded the motion. The motion carried with a 6-0 vote.

**5. Independence Day Outreach Recap**

Reed Parker and Kevin Thorley reported on the Independence Day outreach activities. Lots of people engaged with the Energy Committee reps (Reed and Kevin). Reed estimated about 25-30 people in total. Many Energy Saving Kits were given out. The main topics of interest were weatherization, heat pumps and EVs. Kevin Thorley noted that the table was positioned further back from the road than last year, and he thinks that they may have gotten more people traffic if closer to the road.

**6. Isham Farm Schedule**

Reed Parker, Kevin Thorley and Melinda Scott staffed a table at the Farmers Market on July 11. There were fewer vendors there than usual probably due to the floods, and as a result there were fewer attendees. Eighteen (18) people engaged with the Energy table.

Kevin Thorley said that from the Doodle Poll he sent out previously, nearly all Tuesdays through August can be staffed. He has reached out to three vendors (Efficiency Vermont, Vermont Gas and Green Mountain Solar).

## **7. Energy Fair**

The Energy Committee discussed planning for the upcoming Energy Fair. Kevin Thorley noted that it is important not to schedule the fair on the same day as Burlington's Net Zero Fest. He determined that Burlington is holding their event on September 23, so the Williston Energy Fair will be scheduled for September 30 from 1-4.

Reed Parker suggested using the Williston Parks and Recreation template for vendor rules and guidelines. Melinda said the event will need a Temporary Event Permit, which she will apply for. The permit application will require a site layout plan. The Committee discussed site layout and agreed on a plan.

Possible vendors include VGS, Building Energy, VT Energy Coop, Efficiency VT, Mow Electric, Local Motion, Green Mountain Power, SunCommon and Green Mountain Solar.

Melinda said she will reach out to Allen Brook School to get permission to use the site.

Kevin Thorley said he will circulate a tracking spreadsheet.

Melinda said she will reach out to the EV Ambassadors.

## **8. Draft FY 23 Annual Report**

Reed stated that he has started a draft of the FY 23 Annual Report. He encouraged others to provide input and edits. Melinda has uploaded it to Sharepoint for editing. It is linked on the July 12 meeting page.

## **9. Other Business**

**Living Green Articles** – Reed Parker stated that the July article has been submitted, and asked for topic ideas and a volunteer author for the August article. Melinda mentioned that a Williston Safe Routes to Schools working group is starting up, led by Amy Brewer, and that could be a possible topic to write about. Kevin Batson said he could draft the article and that he is interested in participating in the working group. Melinda suggested reaching out to Amy Brewer for help with the article.

**Window Dressers** – Reed said he had heard from Alison Pouliot, who suggested that Williston Energy Committee members volunteer on some local community builds in either Charlotte or Burlington, to get some experience with how the process works. The builds happen in early to mid-November so it is good timing. Reed will forward Alison’s email to the other Committee members.

**VGS Presentation** – Reed said that he and Melinda have invited VGS to speak to the Energy Committee on August 9. Melinda suggested this date because she will be out of town and unable to attend. VGS will take up most of the meeting. Melinda said if the meeting was recorded then she can listen to it later. Reed said he will need staff help with the recording. Kevin Thorley said he will be outside the country that day and will need to call in. Staff will need to enable Zoom to accept calls outside the country.

**Regional Energy Plan** – Kevin Thorley provided an update on the Regional Energy Plan. It has been approved by the Committee and will be presented to the full CCRPC Board.

**10. Adjournment**

With no further business, the meeting was adjourned at 8:00 p.m.