

NH Municipal Energy Assistance Program

Made possible through the NH Public Utilities Commission and the Greenhouse Gas Emissions Reductions Fund

DATE

Board of Selectmen
ADDRESS

Dear Selectmen:

New Hampshire has seen a dramatic increase of resources available to municipalities to assist in energy conservation and efficiency (we have included the enclosed document to help illustrate different resources). While the various activities may take different paths, the common goal is reduced energy costs at the municipal and community levels. Among the resources at your disposal is the NH Municipal Energy Assistance Program (NHMEAP), a collaborative effort involving three existing New Hampshire entities, funded through the NH Public Utilities Commission.

We invite you to take advantage of this free service and apply to the Municipal Energy Assistance Program. The purpose is to provide a guided (and staffed) step-by-step process to help up to 48 New Hampshire communities become project-ready. This effort will set the ground work for future technical assistance through Regional Planning Commissions and other agencies, and for gaining access to funding through state and federal programs for implementation projects. There are three main aspects of the program. You are encouraged to apply for any combination of the selected services that your municipality has not already completed; you may apply for one or all three.

Energy Inventory

We will assist with an inventory of your town's energy use at no cost using several software tools. The inventory (of electricity, heating, transportation fuels, and lighting) serves as a summary energy/emissions report which will include recommendations brought to the Board of Selectmen or other governing body. The inventory can help you make informed decisions related to building audits, vehicle fleets and street lighting.

Building Audits

In order to be eligible for building audits a community must have completed the energy inventory. We will work with each participating town to identify a low-performing building and to carry out an energy audit for that building. In most of the communities, the selected building will receive a basic audit designed to identify critical energy conservation measures appropriate for a facility given its operating parameters and the site owner's objectives. Five selected communities will receive a more in-depth Investment Grade audit for their lowest-performing municipal building. Both types of audits will culminate in a set of recommendations for building retrofits and renovations. In general, these recommendations will seek to reduce a building's energy use from 30 to 50%.

Policy Audits

The program includes no-cost policy audits for up to six New Hampshire communities. These audits are geared at identifying options a town might take to address regulations - zoning and other land use regulations - that may be inconsistent with your energy goals and longer-term energy reductions. Findings will be presented to the planning board, select board and other town officials with the goal of effecting changes in local regulatory policies.

Energy Assistance and Counsel

Once all audit reports are released, our program team is available to provide on-going support to towns as you, town employees and your citizens begin the process of identifying priority energy-related projects and getting them off the ground.

Municipalities must submit the attached application form, signed by a member of your local governing body, in order to be considered. Letters of support from appropriate municipal boards and commissions is strongly encouraged. Applications are due on September 25th. Please return your application using the enclosed envelope.

If you have any questions about the project or application process, please call or email Christa Koehler, AICP at ckoehler@cleanair-coolplanet.org or 603-570-7508

On behalf of the Municipal Energy Assistance Program Management Team,

Sincerely,

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Attachments:

Services & Resources Tables
NHMEAP Application
Case study on Temple, NH