

Eastport Energy Committee  
Port Authority  
Minutes  
January 15, 2025

1. Call to Order: 1304

Attendees:

Chair - Jeanne Peacock

Vice Chair - Michael Morse

Secretary - Victoria Ganz

Megan Devonshire - Energy Navigator

Chester Jenkins

Chris Carrol

Marlene Russ

Dale Devonshire

Absent Council Liaison

Brenna Cohen - Island Institute

Kate Kilbalski - Island Institute

Pat Christopher - Visitor

2. Adjustments To the Agenda: Add item G. Testimonials to New Business

3. Approval of November 6th, 2024 minutes

4. Old Business:

A. Meg - Window Dressers Update.

i. 11 miss cut windows. Megan has 4, the remaining 7 are with the homeowners.

- motion to have Meg do the repairs if supplies are available and approve paid hours for Meg -passed

ii. Pete transferred the email to Meg. Her new title, Energy Navigator.

iii. Meg completed Building Science Principles Certification Course, December 18, 2024. Course provides a foundation of knowledge of Energy use.

B. Awaiting return of Desiree to finalize the invoice for Window build.

New Business:

A. Elect Chair position. Motion to Elect Jeanne Peacock as Chair - passed  
Elect Secretary position - Motion to elect Victoria as Secretary - passed  
Michael Morse to continue as Vice Chair.

B. Final Report CRP (Community Resiliency Partnership) Grant

Total Award	\$ 49,796.48
Utilized	\$ 36,802.64
(to be) Returned	\$ 12,993.84

Expenditures for home Audits, Window Inserts, Volunteer Stipends, Payroll, Training, Books, Food and FICA.

i. Lessons Learned: Start earlier, last year start was April 1st, we lost time verifying our participant list. This required a separate meeting with the community and advertising time. We didn't have an Energy Navigator early on, will continue with Meg all year this year. There was a question about payroll being cut off Mid-December? This is unresolved.

Motion to accept the budget - passed

C. Draft Budget for Energy Grant 1 \$50,000

Window Dressers	\$ 16,000
Salary	\$ 8,200
Milage	\$ 500
Green Maine Tech Course	\$ 1,600
Heat Pump Stipend	\$ 17,000
Foam Insulation, Cellars	\$ 6,000
Supplies	\$ 700 (\$500 for sublet)

It was understood this money needs to be spent by June 30, 2025. Brenna, Island Institute will check if we HAVE to spend it by then.

-Motion to accept the Draft Budget - passed

D. Subletting the Chamber Office in Port Authority as a meeting place during the down season for a fellow (if we have one) or for Megan. It does need a space heater. Michael will address the Chamber, Jeanne will talk with Chris Gardner.

E. Scope of Practice for Energy Navigator - sub-committee Jeanne, Michael and Victoria volunteered. Time and date to be determined.

F. Continue Meg's salary starting 20 Jan - June 30.

G. Energy Prize 2 - Brenna, \$200k for Clean Energy included

Micro Grid - 50k  
Weatherization - 20,548  
Heat Pumps - 10k  
Fellow - 14k  
Taxes - 50 k  
Island Institute Staff - 50k

H. Energy Fellow - do we need one or want one? What is the overall cost for housing et al. What is the City's portion? Could Megan do some of the fellows work? Meg is willing to have training on the Micro Grid. We could apply and not be selected, then what would happen to the fellow grant money? Could this money be added to weatherization or heat pumps. Needs more discussion with the City Manager, Island Institute and this Committee.

No vote. We need more information on cost.

I. Testimonials: seeking a short paragraph of what the end users thoughts are on the process of audits, information gained or how the inserts work etc. please email Brenna [bcohen@islandinstitute.org](mailto:bcohen@islandinstitute.org)

Open Forum - i. Chris to post a testimonial on Collin McCullough's web site on the wonderful job he did in Eastport. Motion passed

ii. Local Installers Efficiency Maine Certified for heat pumps -

PF Plumbing and HVAC. Patrick Francis, Sr. 207.214.9101  
Patrick Francis, Jr. 207.214.9392

Quoddy Spray Foam (see FB page) Matt Dana 207.214.4929

iii. Thank you notes to Sipayik, Horn Run, Ole Hookers, Waco et al for assistance with the Window Build. Jeanne

iv. Invite a members of Sipayik Resilience Committee to our meetings to continue relations between our communities.

v. Energy Meetings 2nd Wednesday monthly going forward next meeting 12 February, 1300 Port Authority

Motion to Adjourn: 1420