

**Elon Sustainability Committee
Special Called Meeting
Meeting Minutes – January 31, 2024, at Elon Town Hall at 8:30 am**

Present: Lori Oakley, Planning Director, David Murphy, Asst. Public Works Director, Randy Orwig, Town Council Member, Dennis Pagano, Adam Shaw, Lamont Tyson, and Kelly Harer, committee members. No members of the public were in attendance.

Item A- Chair Pagano called the meeting to order at 8:30am.

Item B- Minutes

The minutes from the December 13, 2023, meeting were unanimously approved (4-0). Shaw made the motion to approve the minutes, and Tyson seconded it.

Item C- Public Comment

There were no public comments.

Item D- Old Business

1. Energy Audit

Shaw stated that he is having difficulties reviewing Duke's records and Murphy indicated that he could assist with obtaining that information. Shaw stated that he needs account numbers and addresses. Each building has its own address and meter. The current accounts will reflect the last 12 months so we can take a snapshot at kW usage. Orwig stated that he will also speak with Kathy Barham, Finance Director, about obtaining the information.

Murphy stated that all new streetlights are LED lights. Elon has a variety of older lights and newer lights.

Pagano stated that the committee needed to explore funding sources. Oakley stated that she had reached out to the PTRC about an energy audit and briefly went over her communications with PTRC.

Pagano asked about the possibility of applying for grants. Orwig stated that there is a time factor involved with grants and staff capabilities. Shaw reminded everyone in attendance of the grant websites that he previously shared.

Pagano inquired as to whether Elon University students could do some of the data gathering and Harer said that the timing would have to be just right. The University typically has to know before the semester starts as to what projects the students will be working on and that we might have to wait until the fall semester.

Pagano asked Harer about inviting someone from the University to a future meeting and she suggested Raymond Fletcher, Senior Director for Facilities Management.

Pagano asked Murphy if the town does fuel tracking and Murphy responded that it is tracked by each department. Orwig asked if the new, recently approved developments will require more fuel consumption by the town and Murphy responded yes. The more streets, the more miles traveled by town officials. Tyson asked if the town vehicles were diesel or gas and Murphy responded that they were both.

Orwig questioned the leaf truck that was recently purchased and asked if it was because of mileage or was it based on years of usage. Murphy stated that his department, like other departments have a CIP (Capital Improvement Program) for larger purchases and that his dept. looks at purchases, such as leaf trucks, every

10 years. Oakley added that the town has policies that state when larger ticket items, such as vehicles, should be replaced based on mileage, timing or other criteria.

Shaw asked if the town maintains their own vehicles and if so, could the current staff work on hybrids or electric vehicles. Murphy responded yes and he thinks the mechanic could work on hybrids.

Orwig asked if the committee would be doing the baseline audit and data gathering and then hire an outside source. Oakley responded that she is trying to get an estimate from PTRC or Central Pines COG for an energy audit.

Shaw went over the action items – we need energy information from Duke, we need to set up a timetable for everything and we need to get an energy audit completed. He went on to state that the committee can do the annual assessment and then follow up with yearly reassessments.

Orwig and Oakley both reviewed the timing for this year’s budget process. Murphy suggested that in the interest of time, perhaps the committee could go after some “low hanging fruit.”

Item E- New Business

There was no new business discussed.

Item F- Other items and updates from Planning Director


Orwig reminded everyone that we needed an update on the Styrofoam sites and collection trailers.

Oakley mentioned that Mediterranean Deli will be opening soon downtown, and they would like to see about a downtown composting site that could be utilized by the downtown businesses. She also updated the committee on the New Leaf Society Haggard Ave./University Drive ramp beautification project. Lastly, she updated the committee on a new project that was being submitted soon, Parc Village, and the potential for new greenways, sidewalks, and any other ideas that the committee might have for the project.

Item G- Adjournment

Shaw made a motion to adjourn the meeting and Tyson seconded the motion. Pagano adjourned the meeting at 9:34am.

Respectfully Submitted,


Chair Dennis Pagano

4/24/2024
Date


Interim Recording Secretary, Lori Oakley

4-24-24
Date