

Town of Poolesville Energy Efficiency Policy

Amendment to Sustainable Procurement Policy

A POLICY DECLARING THE TOWN OF POOLESVILLE'S INTENT TO TAKE A LEADERSHIP ROLE IN REDUCING ELECTRICITY CONSUMPTION WITHIN TOWN OF POOLESVILLE, PARTNERING WITH THE MARYLAND ENERGY ADMINISTRATION, AND ENROLLING AS A MARYLAND SMART ENERGY COMMUNITY.

WHEREAS, by adhering to the Maryland Energy Administration's Smart Energy Communities Program the town of Poolesville has committed to being a socially responsible leader by decreasing its electricity consumption; and

WHEREAS, the Town of Poolesville recognizes that by smartly investing in energy efficiency, it can have significant monetary savings in the long term;

NOW, THEREFORE, THE TOWN OF POOLESVILLE COMMISSION RESOLVES TO ADOPT THE FOLLOWING GOALS AND COMPLETE THE FOLLOWING INITIATIVES LISTED BELOW:

Section 1: PURPOSE. The purpose of this policy is:

- To become a Maryland Smart Energy Community by enrolling within the program and following the instructions provided by the State of Maryland.
- To establish the goal of reducing per-square-foot electricity consumption by 15 percent relative to the baseline within 5 years of the baseline year.
- To report electricity consumption and progress towards the goal annually to the Maryland Energy Administration in order to assure that the town of Poolesville accomplishes said goals in a timely fashion.

Section 2: DEFINITION. For the purpose of this policy, the following terms shall have the meaning given:

- a) *Electricity Consumption* – The amount of kilowatt-hours (1,407,450) consumed by Town of Poolesville on an annual basis excluding electricity generated and consumed on-site. Includes electricity purchased from a utility only.
- b) *Building Space* – The amount of gross square feet (25,730) of combined heated building space owned by the Town AND for which electricity is paid by the Town. Town-owned street light space estimated (79,800) square foot among 798 poles.
- c) *Per-square-foot-electricity consumption* – Average electricity consumption 1,407,450 kWhs divided by total non ancillary space (105,530) calculated on an annual basis.
- d) *Baseline* – Per-square-foot-electricity consumption (13.33 kWh/SF) in a pre-determined baseline year. Must include all primary buildings as well as Waste Water Treatment facilities. Does not include virtual net meter credit.

e) *Baseline Year* – The 12-month period selected by the Town as the baseline.

Section 3: BASELINE DOCUMENTATION

The baseline including data related to the specific time period, electricity consumption, building size, and results will be completed by October 24, 2021 and can be found as an appendix to later be attached to this document titled, “MSEC_Baseline_Town of Pooleville”

Section 4: GUIDELINES

The Town will maintain an annual electricity consumption inventory for all Town owned buildings and other entities captured in the initial baseline. This annual inventory will be conducted using Energy Star Portfolio Manager or similar tool.

Plans and Implementation

The town will additionally establish an Energy Reduction Plan. The plan will outline the process and include a timetable of execution by which the town of Pooleville will accomplish designated tasks in order to reach their goal. Pooleville will implement the necessary projects laid out in their Energy Reduction Plan in order to meet the goal outlined in this policy.

Questions/Enforcement

All inquiries should be directed to the person responsible for implementing this policy. The Town Manager and/or their designee will implement this policy.

Applicability

This policy applies to all departments of the Town with the exception of the exclusions outlined in the definitions above.

Section 5: EFFECTIVE DATE

This policy shall be effective immediately.

Date (Wade Yost/Town Manager)

Town of Pooleville Energy Efficiency Policy	
Original Proposal Date	November 24, 2021
Revision Date	
Adoption Date	
Effective Date	