

Attending: Green Team Leaders: Cyd Scarano, Maggie Morrison, Mary Caulfield, Emily Spagnardi

Facilities Director: Jim Rozycki

Information Technology Director: Josh Olstad

Main Agenda Item: Power Down

Jim Reported that PSNH may be willing to undertake daily readings for electrical use at each school so that we may measure usage before and during break. He also spoke with DF Richard and they are willing to undertake propane measurements for us. Unitil may be able to do the same for natural gas. Jim will follow up with each of these utilities and keep us posted.

Jim explained that the HVAC system allows for central control of all the schools so that Jim can regulate heat of buildings during break. Unless there is an event scheduled, most rooms are set at around 65 degrees. Administrative offices are on a different schedule due to administrative staff having work days during the break.

Josh informed us on the following points with regard to shutting off power in classrooms before break:

*Computers should be put in “shut down” mode and the power button on the monitor turned off. Maggie relayed to the group that Dr. Morse had some concerns that teachers may have a hard time powering back up after the break like they do when staff all return from the summer break. Josh did not think this would be a major problem but did caution that security updates and anti-virus updates can be time consuming – and this does tend to happen when a computer has not been used for over a week. (For example, Microsoft usually runs a security update once a week.) Therefore, he suggested that we advise teachers to plan for additional boot up time when they come back from break.

*Promethan board LCD projectors should be turned off but not necessarily unplugged as it may be a safety issue with some plugs being difficult to get at. During a recent routine safety inspection of five classrooms at Moharimet that occurred at 6:30 am, three of the five classrooms had left their projector on.

*Printers and copiers can be unplugged.

All other miscellaneous appliances such as stand up lights, CD players, microwaves, small refrigerators, etc. can be unplugged.

Jim also reported on a number of significant upgrades that have occurred over the last two years at the schools such as retrofit lighting and exterior light fixtures converted to LED. Cyd asked if he would provide a summary of these upgrades in writing so that members of the green team could have this information to help educate the groups they are working with. Jim will work on getting this to us.

Jim had a report from Troianos that seems to indicate that since Feb. of 2013 that there has been a significant reduction in the amount of trash they are hauling away due to the increased composting and recycling efforts!

In closing, Jim will get back to us about the utility measurements during the power down.

Cyd will get a draft checklist to Josh, Jim and the rest of the team advising teachers on exactly what and how to “power down” in their classrooms before break.

Respectfully submitted by Cyd Scarano

Green Team Member