

Delaware Sustainable Energy Utility  
Minutes of the Meeting of the Energy Programs Committee  
500 W. Loockerman Street, Suite 400, Dover, DE 19904  
March 17, 2016

Welcome

Executive Director, Tony DePrima called the meeting to order at 11:25 am. Members resent were Ismat Shah, Robert Underwood (sitting in for Secretary Small), David Bonar, Joseph Schorah, and Trey Paradee. Also present were Alison Donovan (VEIC), Brian Pine (VEIC), Suzanne Sebastian, and Lisa Gardner.

Mr. DePrima gave a short summary of the items on the agenda and mentioned he would like to advance both current agenda items to the Oversight Board Meeting scheduled for May.

**1. VEIC – Preliminary Program Design for Net Zero Manufactured Housing Program** - Ms. Donovan and Mr. Pine presented a Power Point Presentation (**Attachment A**) depicting the roll of each organization involved in the proposed pilot program which included: Home Buyer Counseling, Housing Developer, Mortgages and Incentives, Program Design and Technical Assistance, and Various Cash Flow Assumptions. She indicated that they would be meeting and presenting the attached Power Point Presentation with representatives from Barahca Homes tomorrow, March 18, 2016. Mr. DePrima indicated that the main purpose of the meeting with Barahca would be to discuss expectations, have Barahca Homes to sign off on the proposed pilot program and commit to preparing build out cost estimates for the unit.

Members discussed the possibility of having a home constructed in time to display during the 2016 Delaware State Fair, which is held in Harrington, Delaware from July 20, 2016 through August 30, 2016.

The Energy Program Committee recommended moving forward with implementing the program in partnership with Milford Housing as the program administrator/housing developer, VEIC as program advisors, and Beracah Homes as the home builders. The DESEU would fund the program including providing incentives to the home buyers and second mortgages. Additional details will be provided at the May meeting.

**2. Agricultural Incentive Program Design** – Mr. DePrima presented a Power Point Presentation (**Attachment B**) outlining the program. This program is designed to assist farmers with energy audits, renewable energy assessments, direct-install measures, technical assistance with project implementation, grants and low-interest loans for energy efficiency and renewable energy projects, assistance with accessing additional funding through federal, state, and utility-sponsored incentive programs.

Mr. DePrima recommended contracting with EnSave to administer the program. EnSave specializes in agricultural energy efficiency programs throughout the United States, and is uniquely positioned in Delaware due to their participation in the Natural Resources Conservation Service (NRSC) Environmental Quality Incentives Program (EQIP) where they have completed over 100 farm audits in Delaware. EnSave is well networked in Delaware's farming communities and is familiar with the USDA programs and staff members here in Delaware. Because of their immense experience in the agricultural sector and their experience in Delaware, EnSave fits the criteria outlined in our purchasing policy and guidelines for sole source selection to administer the program.

The Energy Program Committee recommended the Executive Director move forward with EnSave and present details to the Oversight Board Meeting in May.

3. Old Business – None

Meeting Adjourned