

Sustainability in Lease Leased Space Project Team Meeting

Date: 10/18/19

Time: 10:00 AM

Location: 450 Columbus Blvd, FL 14, Hartford, CT 06106

Team Members:

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Team Charge:

Develop materials and plans for how agencies can be sustainable in a leased space, including optimizing communication between landlords and lessees regarding sustainability and supporting project deployment in lease spaces.

Attendees:

J. Spada, A. Balzano, J. Joseph, C. Arsenault, J. Hershman, P. Hinsch, C. Petruzzello, S. Mallory, P. Tallarita, E. Shrago

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Agenda Item	Discussion
Review criteria when a performance contract makes sense (based on a pilot program DAS used at the State Library)	Committee decided the State Library wasn't the best pilot
Discussion and decision on how Agencies that occupy leased space in multi-tenant building report utility usage when payments are made by owners under their lease terms	Discussed different ways to calculate square foot versus building occupancies. Stars/CORE & setting up a dashboard for energy cap reporting was discussed.
Review of leased space inventory reports	Continue to receive reports and figure out best practices to input data
Set meeting calendar and discuss SSO meeting attendance	Proposed next meeting dates, Nov. 20 th and Dec. 18 th .