

Sustainability in Leased Space Project Team Meeting

Location: 450 Columbus Blvd, Hartford, CT

Call In Number
1-877-973-2023

Participant Number:
9919613

Date:
1/8/20

Time:
1:30 - 2:30 PM

Team Members:

Name	Email	Agency/Vendor	Phone
Cat Arsenault	Cat.arsenault@ct.gov	DCP	(860) 713-6090
Alex Balzano	balzano@ctserc.org	CT SERC	(860) 632-1485
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Van Kolton	kolton@ctserc.org	CT SERC	(860) 713-6090
Nancy Dittes	nancy.dittes@ct.gov	BETP	(860) 827-2758
Josh Hershman	Ioshua.hershman@ct.gov	DOI	(860) 297-3995
Paul Hinsch	Paul.hinsch@ct.gov	OPM	(860) 418-6429
Joseph Joseph (DSS)	Joseph.joseph@ct.gov	DSS	(860) 424-5658
Holly King	king@ctserc.org	CT SERC	(860) 632-1485
Shane Mallory	shane.mallory@ct.gov	DAS	(860) 713-5682
John McCarthy	john.mccarthy@ct.gov	DCF	(860) 550-6668
Cynthia Petruzzello	Cynthia.petruzzello@ctinnovations.com	CT Innovations	(860) 258-7833
Eric Shrago	Eric.shrago@CTgreenbank.com	CT Greenbank	(860) 357-5676
Joseph Spada	Joseph.spada@ct.gov	DCF	(860) 550-6662
Patrick Tallarita	Patrick.tallarita@ct.gov	DOL	(860) 263-6100

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:

C. Arsenault, A. Balzano, A. Cavaliere, V. Kolton, N. Dittes, J. Hershman, J. Joseph, H. King, S. Mallory, C. Petruzzello, E. Shrago, J. Spada, P. Tallarita

Meeting Minutes

Topic	Discussion
Attendance	Roll call
Report Out, Friday, January 10, 2020	Still waiting on four successes, but still in holding pattern. E. Shrago to report.
DAS State Standard Lease	In process of changing DAS State Standard Lease by incorporating new lease standards
Going Forward	We continue to be a reactive committee. We are waiting on data at this point.
Questions/ Discussions	Charging stations at state facilities Composting & recycling - should be agency driven
Charging stations at state facilities	Still exploring if it's feasible to install at state owned properties first and then begin leased places.
Composting and Recycling	► Should be agency driven ► DSS entered some things that they are monitoring with composting ► Landlords need to be informed about recycling ► Executive Order #1 - Twitter, social media outreach

Adjournment	Meeting was adjourned at 2:30 PM
Next Meeting	Date of next meeting in February TBD

Sustainability in Leased Space Project Team Meeting

Location: 450 Columbus Blvd, Hartford, CT

Call In Number
1-877-973-2023

Participant Number:
9919613

Date:
2/3/20

Time:
10 - 11 AM

Team Members:

Name	Email	Agency/Vendor	Phone
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Attendees:

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Meeting Minutes & Updates

Topic	Discussion
Attendance & Introductions	Roll call. Introduce M. Barrera, here to assist us in reaching out to other teams.
Energy Audits of State-Owned Buildings	<ul style="list-style-type: none"> 55 State-owned buildings to be audited using ASHRAE level 2 standards by contract engineers \$1 million bond funding per project available
Report Out, Friday, February 7, 2020	<p>N. Dittes to confirm Report Out required. If so, J. McCarthy to report the following:</p> <ul style="list-style-type: none"> We are a reactive committee; waiting on data How money can be obtained for leased spaces Obtaining assistance from the Public Engagement Group to provide information to non-tech savvy landlords Recommend audit be expanded to include 50k ft² > leased spaces

Sustainability in Leased Space Project Team Meeting

	There will be state legislators at this meeting, may helpful in obtaining funding
Possible info to communicate to Landlords (LLs)	<p>Communication methods for non-tech savvy LLs: mail, email</p> <p>Information to share (perhaps "How To" guide):</p> <ul style="list-style-type: none"> ◊Advise state is <i>beginning</i> to look at making state buildings eco-friendly ◊Advise being environmentally friendly is now part of State Lease Agreement ◊Introduce EO#1 ◊Ask landlords if already have ideas on upgrading their buildings ◊Suggest agencies for financial assistance ◊Share data on successes
DAS State Standard Lease Agreement	New lease standards have been incorporated into DAS State Standard Lease Agreement
Going Forward	We continue to be a reactive committee. Waiting on data.
Discussion re: Audits of state-owned buildings	<p>Regarding state-owned buildings:</p> <ul style="list-style-type: none"> ◊Eversource provide 0% interest on \$1 mil. projects; UI \$250k ◊Funding for state projects is from bond money (cannot include leased spaces) <p>Suggestions by members of committee:</p> <ul style="list-style-type: none"> ◊50k ft² > leased spaces have audits completed ◊200 Folly Brook Drive, Wethersfield be included
Charging stations at state facilities	Not discussed at this meeting
Composting and Recycling	<ul style="list-style-type: none"> ◊Should be agency driven ◊Carol O'Shea (DAS) contact re: Composting project in use ◊Caren Harder (DEEP) contact re: Composting projects at DEEP; recycling center
Follow-up	<p>M. Barrera to provide list of state buildings being audited and list of criteria to be included in audit</p> <p>J. McCarthy to present Report Out, Friday, February 7, 2020</p>
Adjournment	Meeting was adjourned at 11AM
Next Meeting	Next meeting date: 3/24/20 2:00 PM - Telephone call-in

SERC	State Education Resource Center
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CT Innovations	Connecticut Innovations
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DCP	Dept. of Consumer Protection
DOI	Dept. of Insurance
OPM	Office of Policy & Management
DSS	Dept. of Social Services
DMV	Dept. of Motor Vehicles
DAS	Dept. of Administrative Services
DOL	Dept. of Labor

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CI is Connecticut's strategic venture capital arm and is the leading source of financing and ongoing support for innovative, growing companies. By offering equity investments, strategic guidance and introductions to valuable partners, we enable promising businesses to thrive.