

TOWN OF EMMITSBURG  
ELECTRICAL ENERGY EFFICIENCY POLICY

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**A POLICY DECLARING THE TOWN OF EMMITSBURG'S INTENT TO TAKE A LEADERSHIP ROLE IN REDUCING ELECTRICITY CONSUMPTION WITHIN THE TOWN OF EMMITSBURG, 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 Emmitsburg has committed to being a socially responsible leader by decreasing its electricity consumption; and

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

**NOW, THEREFORE, THE TOWN OF EMMITSBURG BOARD OF COMMISSIONERS 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 Emmitsburg 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 megawatt-hours (MWhs) purchased by Emmitsburg on a CY basis excluding electricity purchased for streetlights and for buildings owned by Emmitsburg, but paid for by a building lessee.
- b) *Building Space* – The amount of gross square feet (GSF) of building space owned by the Town of Emmitsburg AND for which electricity is paid by the Town of Emmitsburg.
- c) *Per-square-foot-electricity consumption* – Electricity consumption (in MWhs) divided by building space (in GSF) calculated on an annual CY basis.
- d) *Baseline* – Per-square-foot-electricity consumption (MWhs/GSF) in a pre-determined baseline year.
- e) *Baseline Year* – Emmitsburg selects CY 2012 as its baseline year (*2009 is the earliest allowed*).

**Section 3: GUIDELINES**

The Town of Emmitsburg 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 and will be provided to the Maryland Energy Administration by April 1 annually.

**Inventory Reporting**

The information required by the Maryland Energy Administration under the terms and conditions of their program agreement shall be included in an annual inventory of community electricity consumption contrasted with the Town of Emmitsburg's approved Energy Baseline and provided to the Maryland Energy Administration.

**Plans and Implementation**

The Town of Emmitsburg will additionally establish an Energy Reduction Plan. The plan will outline the process and include a timetable of execution by which the Town of Emmitsburg will accomplish designated tasks in order to reach their goal. Emmitsburg will implement the necessary projects laid out in their Energy Reduction Plan in order to meet the goal outlined in this policy. It is anticipated that the funding from this program will be directed to the Town LED street light project; which will result in a substantial savings in electrical consumption.

**Questions/Enforcement**

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

**Applicability**

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

BE IT FURTHER RESOLVED, ENACTED AND ORDAINED, that this policy shall take effect on 19<sup>th</sup> day of August, 2013.

PASSED THIS 19<sup>th</sup> DAY OF August, 2013.

ATTEST:

EMMITSBURG BOARD OF COMMISSIONERS

Donna DesPres  
Donna DesPres, Town Clerk

Timothy O'Donnell  
Timothy O'Donnell  
President

APPROVED     VETOED

this 19<sup>th</sup> day of August, 2013.

Donald N. Briggs  
Donald N. Briggs, Mayor