

Building Operations Management

Energy Audits of all buildings should be done.

Main Questions to be answered will be.

1. Is there sufficient insulation in all buildings?
2. Furnaces or heat source –
 - a. What is the efficiency of each heating unit?
 - b. How old are they?
 - c. When will they need replacement?
 - d. When would replacement pay for itself?
3. Lighting
 - a. All T-12s will need to be replaced with T-8s.
 - b. Compact Fluorescents should be replaced for incandescent unless fixtures are turned off and on frequently.

Questions to be Asked

Heating Issues

1. Install programmable thermostats
2. Evaluate thermostat settings in winter – could they be turned down?
3. Are windows sealed well for the winter.
4. Are there shades in south facing windows that need to be lowered or raised to reduce solar gain in summer and increase solar gain in winter?
5. Encourage all to have sweater or blanket for their laps if they tend to get cold.

Evaluate lighting:

1. Install motion sensors where appropriate. For example in stairways where safety is an issue but where there isn't a lot of foot traffic.
2. Does the upstairs bathroom light switch, which also turns on the exhaust fan, need to be turned on every morning? Could it be on a timer? Electrically they should be separated.
3. Christmas lights in winter? Is it worth it to have them on all day?
4. Are there LED replacements for Cobra lights? If not now, watch this for the future.
5. School flashing lights – are these owned or rented? Would it be worth it to purchase if they are not owned?

Evaluate Computer Use

1. Are computers turned off at night?
2. Are computers turned off when they are not being used for longer than 2 hours?
3. Monitors should time out to save energy when not being used.
4. Printer Use- be sure duplex setting is turned on for double sided printing

1. Draft mode or double sided printing should be in place when ever possible.
2. Discourage printing of emails or documents that can be viewed on computer.
3. Project documents on screen for meetings to reduce copying/paper use for meetings.
4. Use 2nd side of paper when ever possible.

Vehicle Use

1. Do not idle vehicles, ever. Not necessary even in winter. Diesel vehicles have glow plugs and no longer need to be running in winter for restart.
2. Encourage use of bicycles when ever staff are traveling around town during weather friendly months.
3. Conserve on vehicle trips, combine trips and plan ahead when using fuel powered vehicles.

Bicycle Friendly Community

1. Cooperstown should review the League of American Bicyclists application for Bicycle Friendly Community. This would be a great start to make changes and promote use of walking, bicycling, and public transportation.

Solid Waste Reduction

1. Re-sign the older garbage cans to accept recyclables like new containers. Solid waste use should come down.

Energy Creation:

1. Would solar panels for the building be appropriate?
2. Is the location suitable? Are there NYSERDA funds?