

Paul St. Cyr
Commissioner of Public Works

MEMORANDUM

TO: Thomas A. Golden, Jr., City Manager
FROM: Paul St. Cyr, Commissioner of Public Works
CC: Victor Vargas, Energy Advocate
DATE: September 12, 2023
SUBJECT: Out of State Travel Request

I respectfully request your permission to allow the Energy Advocate within the Department of Public Works to attend an award ceremony for Consumer Star of Energy Efficiency Award Washington D.C. The Community First Partnership (CFP) program, created by the Sponsors of Mass Save, is being honored at this ceremony. CFP is intended to increase energy efficiency program participation in Environmental Justice Communities. Lowell was asked to be one of the representatives at the award ceremony due to our innovation in building community partnerships and providing comprehensive energy solutions and support for those with energy-related challenges, including language support. This recognition is another affirmation of the leadership provided by the City Council in creating this dedicated position and participating in CFP.

Travel Details:

Event:	Consumer Star of Energy Efficiency Award
Location:	Washington, D.C.
Travel Dates:	September 19-20, 2023
Conference Fee:	\$0
Flight:	\$140.70
Hotel:	\$586.42
Mileage:	\$0
Transit:	\$80
Per Diem:	\$0
Number of People:	1
Total:	\$807.12