

7.1 Benchmark and Track Energy Use

5 Points

10 Points

Action Updates

This action was last updated in 2026. The previous version of this action is [available for comparison](#). Edits are highlighted in yellow.

Objective

Identify your municipality's energy use and track it over time, noting both your achievements and areas for improvement.

What to Do

The more you do, the more points you earn.

1. Track Energy Use in Municipal and Board of Education Buildings (5 points)

Maintain and track current data in ENERGYSTAR Portfolio Manager or an equivalent platform, for all of the municipal and Board of Education buildings listed below, as defined by [ENERGY STAR](#). You must have at least two full years of benchmarking data within the past three years. Municipalities ENERGYSTAR Portfolio Manager are strongly encouraged to establish automated transfer of electricity and natural gas data from Eversource or United Illuminating into municipal building Portfolio Manager accounts (see automated data transfer links under "Resources" below).

Note: If you are working in ENERGYSTAR Portfolio Manager, energy use data for other fuels (e.g., heating oil, propane) will likely need to be collected and manually entered into Portfolio Manager.

- [K-12 Schools](#)
- [Libraries](#)
- [Police Stations](#)
- [Fire Stations](#)
- Town halls, administration buildings (use [ENERGY STAR Office category](#))
- [Museums](#)
- [Social/Meeting Halls](#)
- [Performing Arts](#) Buildings
- DPW garages (use [ENERGY STAR Other – Public Services category](#))
- Any other municipally owned building that uses > 5,000 kwh/year of electricity.

Note: Benchmarking and tracking energy use in wastewater treatment plants is a sub-action under this action, worth additional points (see below).

Submit: Submit the report generated through ENERGYSTAR Portfolio Manager or equivalent documentation. (Equivalent documentation should include the data and categories in this [template](#).) This subaction is included in the Sustainable CT [Climate Leader Designation](#).

2. Track Energy Use of Your Wastewater Treatment Plant (5 points)

Maintain current data in ENERGYSTAR Portfolio Manager or an equivalent platform for energy use by your municipality's water or wastewater treatment plants. You must have at least two full years of benchmarking data within the past three years.

Submit: ENERGYSTAR Portfolio Manager or equivalent documentation. (Equivalent documentation should include the data and categories in this [template](#).) This subaction is included in the Sustainable CT [Climate Leader Designation](#).

Engaging Partners

Sustainable CT encourages regional collaboration and other forms of partnership. For every action, please complete the "Partners" box in your submission, indicating the name(s) of any municipalities and/or organizations you partnered with (if any) and a brief description of your municipality's role. If you collaborate with other municipalities, each community will receive points. For additional information, please see the "[Partners Guidance Document](#)".

Potential Municipal and Community Collaborators

Staff from the public works, engineering, building departments and representatives from your energy commission could be helpful in implementing this action.

Funding

If available, below are potential funding sources specific to this Action. For a complete listing of potential funding opportunities to assist with implementing Sustainable CT Actions, please visit the [Sustainable CT Grants Portal](#), which is searchable by Action. Please also visit the [Support for Your Town](#) page for opportunities for technical assistance and other supports.

- [Urban Act Grant Program](#)
- [Sustainable CT Community Match Fund](#)
- [State Funding Readiness Project](#)
- [Unleashing Tribal Energy Development](#)

Resources

Toolkits, Calculators, Guidance Documents, General Information

- [Free ENERGYSTAR Portfolio Manager Benchmarking Assistance for Sustainable CT Communities](#)
- ENERGYSTAR Portfolio Manager [General Information](#)
- ENERGYSTAR Portfolio Manager [Account Assistance](#)
- ENERGYSTAR Portfolio Manager [Training](#)
- [Eversource manual on automated data transfer to Portfolio Manager](#)
- [United Illuminating \(UIL\) Integration with ENERGY STAR Portfolio Manager](#)
- Acadia Center, "[Community Energy Vision, Action Guide for Connecticut](#)"

Organizations and Relevant Programs

- US Department of Energy, "[State and Local Solution Center](#)"

Why This Matters

Energy tracking and management are fundamental to energy planning and decision-making. Tracking your municipality's energy use establishes a baseline from which to measure your future energy use and identify your achievements and areas for improvement. To meaningfully track the success of your energy efficiency and renewable energy development you must track energy use over time, in a consistent fashion.

Benchmarking is the process of comparing energy performance to something similar. An example of external

benchmarking is comparing one facility to a similar one. For this Action, internal benchmarking means measuring your community's energy performance against the same period in the previous year.

Benefits

Maintaining an up-to-date account will allow you to assess energy use and trends easily, and demonstrate your municipal accomplishments and areas of possible energy use reduction. ENERGYSTAR Portfolio Manager will allow your community to measure its energy consumption over time. Completing this action utilizing ENERGYSTAR Portfolio Manager will help you satisfy requirements in the Clean Energy Communities program.

CT Success Stories

- [Manchester - Oct 2022 Certification](#)
- [Mansfield - Oct 2022 Certification](#)
- [Vernon - Oct 2022 Certification](#)
- [Bolton - Sep 2023 Certification](#)
- [Marlborough - Sep 2023 Certification](#)
- [Barkhamsted - May 2024 Certification](#)
- [Old Saybrook - May 2024 Certification](#)
- [Bristol - Oct 2024 Certification](#)
- [Greenwich - Oct 2024 Certification](#)
- [West Hartford - Oct 2024 Certification](#)
- [East Haddam - Oct 2025 Certification](#)
- [Essex - Oct 2025 Certification](#)
- [Mansfield - Oct 2025 Certification](#)