



The Greener Sewall

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Can You Commute Another Way?

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Sewall is making plans to participate in Commute Another Way Week, May 11-15, along with hundreds of other Maine employers from Kittery to Fort Kent.

Commute Another Way Week

Commute Another Way Week is a statewide program that encourages people to experiment with alternative transportation modes over the course of a single week, including carpooling, public transit, bicycling, and walking.

The purpose of Commute Another Way Week is to show commuters how they can save money, have fun, and greatly reduce their carbon footprints, simply by choosing not to drive alone to work every day.

Commute Another Way Day kicked off in 1995, primarily to encourage Portland area commuters to try out the regional public transit system. With each successive year, the program has increased its popularity and business participation rates throughout Maine.

In 2007, Commute Another Way Day was moved back from early June to the third week in May and expanded to cover a full work week. The new schedule allows for shared activities and events to celebrate both Commute Another Way Week and National Bike to Work Week, including National Bike to Work Day which falls this year on Friday, May 15.

GoMaine Programs

Commute Another Way Week is one of the many promotional programs offered by GoMaine, the statewide service agency for alternative transportation modes. GoMaine is jointly funded by the Maine Department of

Transportation and the Maine Turnpike Authority to provide ridesharing services, public outreach, promotional materials, and technical assistance to help employers and employees take full advantage of Maine's alternative transportation resources.

Free Emergency Ride Home

GoMaine's resources include a GIS-based database to match prospective carpoolers

with others who share their route and work hours, organizational and financial assistance to start up new vanpool routes, and the free "Emergency Ride Home Guarantee" to ensure that no alternative commuter will ever be stranded at work without access to a vehicle. GoMaine will fully reimburse the cost of a taxi ride or rental car to take you home if you or a family member becomes ill, if there is an emergency that requires you to get home immediately, or if you just have to work unscheduled overtime on a day when you have carpooled, taken the bus, or bicycled to work.

In order to activate the guarantee, you must be pre-registered in the GoMaine database at www.gomaine.org. Do it today – it only takes five minutes to sign up for this valuable free service.

Learn More, Eat Cake!

What: Lunch & Learn presentation on Commute Another Way Week

Who: GoMaine Coordinator Carey Kish

Where: CR III, Old Town

When: Wednesday April 8, Noon – 1:00pm

Why: To discuss plans for this year's Commute Another Way Week and the various options that are available to Sewall employees for public transit, walking, bicycling, carpooling, and even vanpooling

All employees are cordially invited to attend Carey's presentation; lunch and cake (green of course!) will be provided for all attendees.

Please RSVP via e-mail to [Sandi Duchesne](mailto:Sandi.Duchesne@sewall.com) by 10:00 on April 8, so we will know how much pizza to order and cake to bake.



Get 21 Easy Fuel-Savings Tips from GoMaine

http://www.gomaine.org/documents/fuel_wise_tips_web.pdf

Will you commute another way?



Free Light Bulbs!

The Energy Conservation team has started to implement ideas to save on the huge electrical bills Sewall pays. As seen on the new Green Team bulletin board by the back door, we now have **FREE LIGHT BULBS** for use here in the office. We've handed out and installed a couple dozen compact fluorescent (CFL) bulbs and are looking for more sockets to fill. If you have a desk lamp or lighting in your area that uses the older screw-in incandescent bulbs, and you'd like to have a cool new CFL, please contact Jeff Allen (x456).

The 24 bulbs we've installed so far are saving us about \$7.50 per week or \$390 per year assuming

they are running 8-5 every day. Probably some lights are on less, and some more, but either way, \$390 is a nice chunk of change.

You may have also seen the little "Turn Off the Lights" and "Turn Off Your Computer and Monitor" signs around too. Thanks for your help in remembering to do that too.

Note:

Because of trace amounts of mercury within the bulbs, they **MUST** be recycled. When your new CFL needs replacement, please contact Jeff Allen at x456 for both recycling and replacement.



Cut Your Ink Use 20%

A new font, created by the Dutch, uses 20% less ink! Help Sewall save printer ink and \$\$\$ by downloading this new ecofont for use with in-house printing! (This HAS been approved by Sewall IT). Also, download it at home for personal use.

For more information and to download ecofont, visit:

http://www.ecofont.eu/downloads_en.htm

To install ecofont, follow these steps:

1. Download the font to your computer, using the URL above.
2. Click **Start**, and then click **Run**.
3. Type the following command, and then click **OK**:

```
%windir%\fonts
```

4. On the **File** menu, click **Install New Font**.
5. In the **Drives** box, click the drive that contains the font that you want to add.

Note The floppy disk drive is typically drive A or drive B. The CD drive is typically drive D.

6. In the **Folders** box, click the folder that contains the font that you want to add, and then click **OK**.
7. In the **List of fonts** box, click the font that you want to add. To select more than one font at a time, press and hold the CTRL key while you select each font.
8. Click to select the **Copy Fonts To Fonts Folder** check box. The new font is saved in the **Windows\Fonts** folder.
9. Click **OK**.

"After Dutch holey cheese, there now is a Dutch font with holes as well."



ecofont



Recycled Proposal Paper Now Available as Notepads



The Green Team is distributing notepads of recycled proposal paper for internal use in the Old Town office. Branded with proposal graphics and the old company logo, the paper is now cut and bound into 4-1/4 x 5-1/2" pads and available in two locations:

- Green Team bulletin board adjacent to the employee entrance
- Table immediately outside Dave Hannington's office (1st floor)

A test batch of approximately 50 pads (both stapled and bound) indicates that staff are quickly finding uses for them. The bound pads, which utilize old black GBC bindings cut in half, prove more effective (the paper lies flat and can be used on both sides). Their use company-wide should reduce orders on new scratchpads.

The Team plans to bind the entire inventory in the near future and set up additional distribution points.

Please take one!

Future Green Team Activities

We Need You!

We encourage all staff to participate in the further greening of Sewall in any of the following ways:

- **Turn off the lights** when you leave the room.
- **Turn off computer** when you go home at night, or for the weekend. (If you are unsure, please check with IT to see if your computer runs as a server or otherwise needs to be left on).
- **Put computer in "sleep mode"** when not in use.
- **Switch monitor(s) off** when you will not be using it.
- **Turn off monitor** when you go home at night.
- **Turn off personal heaters/fans** and other electrical devices when you are away from your work area.
- **Visit a Green Team meeting.** The Green Team meets as a whole every month in Old Town over the lunch hour. Everyone is welcome!
- **Join a committee,** see details of issues being worked on to the right.
- Sign up to **receive Green Team and committee meeting minutes:** To be added to the distribution list for the Team or committees, please send an email any of the following:

GreenTeam@sewall.com

GT_AltTrans@sewall.com

GT_Org@sewall.com

GT_Energy@sewall.com

GT_SoldWaste@sewall.com

Please contact any of the following Green Team members for more information:

Alina Watt
Dale Edinger
Jeff Allen
Mary McDonald
Patrick Graham
Tracy Leet

Beth Gordon
Dustin Corey
Lisa Schoonmaker
Meredith Kirkmann
Rick Coleman
Will Childs

Chet Bigelow
Jason Mallar
Lori Austin
Nicole Cyr
Sandi Duchesne

Thank You!

The Green Team Committees are meeting regularly and working on issues including:

Energy Conservation

Ballast replacements / retrofits to permit reducing lighting where not needed, and exit sign replacement to LED.

Alternative Transportation

Bike storage, incentive programs to encourage carpooling and transit use, and calculation of the companies carbon footprint associated with business and commuting transportation.

Solid Waste Reduction

Photocopy methodology (e.g., double-sided copying, re-use of single sided copies), recycling program (e.g., paper, toner cartridges, office furniture) and water conservation program.

Organizing

Company environmental policy, outreach to all Sewall offices with lessons learned, calculating carbon footprint of Sewall overall, use of environmentally preferred products (EPP), revisions to corporate communications (web site etc.) to reflect further greening of Sewall, and marketing "Green Team" consulting to other companies as service offering.

As appropriate, return on investments calculations will be conducted and will accompany recommendations made to Sewall's Executive Team for approval.

