

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes June 1, 2010**

OPENING:

A meeting of the *Energy and Sustainability Green Ribbon Committee* was opened by Chairman Bill Braun, at 7:35pm on June 1st, 2010 at the Town of Sudbury DPW Building Conference Room.

ATTENDANCE:

| Committee Members | Attending |
|--|------------------|
| Rami Alwan | |
| Jeffrey S. Beeler, Vice Chairman, Sudbury School Committee | X |
| William G. Braun, Chairman, Energy and Sustainability Committee | X |
| Dean Holden | X |
| Edward Lewis | X |
| Robert Morrison | X |
| Mark Sevier | X |
| Michael Melnick, Co-Chairman, Sudbury Permanent Building Committee | X |
| Building Inspector, Town of Sudbury | |
| James Kelly | X |
| Selectman liaison, Town of Sudbury | |
| Robert C. Haarde – Selectman, Town of Sudbury | |

Meeting Agenda:

Discuss projects for grant funding under the Green Communities Act.

Meeting Minutes:

Minutes from the 20 April, 6 May, 11 May and 18 May 2010 meetings were unanimously approved.

Green Community status:

On Tuesday, May 25, 2010 – Governor Deval Patrick designated 35 cities and towns (including Sudbury) as the Commonwealth's first official "Green Communities" - a status that makes them eligible for \$8.1 million in grants for local renewable power and energy efficiency projects.

The Green Communities designees are - Acton, Arlington, Athol, Andover, Becket, Belchertown, Cambridge, Chelmsford, Easthampton, Greenfield, Hamilton, Hanover, Holyoke, Hopkinton, Kingston, Lancaster, Lenox, Lexington, Lincoln, Lowell, Mashpee, Medford, Melrose, Montague, Natick, Newton, Northampton, Palmer, Pittsfield, Salem, Springfield, **Sudbury**, Tyngsboro, Wenham, and Worcester.

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Document sharing / revision control software:

Bill Braun discussed with town manager / town council use of collaborative software for in-work draft documents. Topic is still being researched to confirm adherence to the Open Meeting law.

Projects to apply for Green Communities grants for:

State DOER provided guidance on grant application process, procedure and funding allocation for Green Communities.

Mark D. Sylvia – Director of the Green Communities Division described the \$136,238 grant funding allocation to Sudbury in a letter to the town as follows:

“As you know, thirty five cities and towns from across Massachusetts were designated as the Commonwealth’s first Green Communities by Governor Deval Patrick on May 25, 2010. Shortly thereafter, the Green Communities Regional Coordinators contacted each Green Community to inform them of their grant allocation amount. The Town of Sudbury of is eligible to apply for \$136,238. A formulaic allocation was established due to the number of Green Communities designated and the total amount of grant funds that are available for Fiscal Year 2010, which is \$8,100,000. This formula consisted of a base grant per community of \$125,000, plus an amount adjusted for population/income with an additional \$10,000 for as-of-right renewable generation.”

Discussions revolved around which projects to submit given the \$136,238 grant limit we were told we could apply for – consideration was given to the most energy inefficient areas, availability of additional rebates from utilities, and logistical / operational impact to the town and schools.

The Energy Audits done for Sudbury by the Mass DOER formed the primary pool for the energy saving projects, these, along with other opportunities, were reviewed by the committee to prioritize and the budgetary numbers provided by the audits were discussed.

It was determined to apply for grants for:

- 1) Lighting controls for five Sudbury Public Schools
- 2) HVAC controls for the Fairbank Community Center
- 3) Control bus mapping / optimization at LSRHS
- 4) Supplemental funding for a highly fuel-efficient replacement town administrative vehicle
- 5) Purchase of an Infrared thermal imaging camera

Action: Jim Kelly will coordinate the assembly of the grant proposal data, review with town officials and submit the grant application on or before June 4th.

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Update / review on Noyes solar project (Clean Energy Choice funds):

Discussion was held on the status of the Noyes PV project. This is the first project reviewed by the Energy Committee that utilized grant money (Clean Energy Choice funds) for an energy improvement project. Significant process and procedural learning has taken place to better navigate the complexities of working with multiple stakeholders as the town, the schools, the Energy Committee and the PBC all have/had roles in this groundbreaking project.

Actions:

Mark to assist filling out the rebate paperwork
Mike to contact vendor regarding the display

Meeting schedules:

- **The next meeting is scheduled for Tuesday, June 29th 7:30pm at the DPW building conference room.**

Scheduled meeting dates - all 7:30 PM, DPW Building Conference Room

- June 29th
- July 20th
- August 17th
- September 21st

ADJOURNMENT:

The meeting was adjourned at approximately 9:55pm.

Minutes respectfully submitted by: Edward Lewis, 18 June 2010