

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes June 29, 2010 - DRAFT**

OPENING:

A meeting of the *Energy and Sustainability Green Ribbon Committee* was opened by Chairman Bill Braun at 7:37pm on June 29th, 2010 at the Town of Sudbury DPW Building Conference Room.

ATTENDANCE:

Committee Members	Attending
Rami Alwan	
Jeffrey S. Beeler, Vice Chairman, Sudbury School Committee	
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	
Building Inspector, Town of Sudbury	
James Kelly	X
Selectman liaison, Town of Sudbury	
Robert C. Haarde – Selectman, Town of Sudbury	

Meeting Agenda:

Discussion regarding Green Community Grants, Peter Noyes and Fairbank Center Solar Systems and other miscellaneous energy conservation issues.

Meeting Minutes:

Minutes from the 1 June 2010 meeting were unanimously approved.

Green Community Grant application status:

The town was notified that Sudbury's Green Community Grant application was received by the DOER prior to the deadline and they are reviewing it.

The DOER also notified the town that although June 30th was the intended deadline for notification that the grant application was approved, the number and types of projects that had been proposed from all the green communities necessitated additional review time. The DOER technical review team is in the midst of finishing their review of each proposal to ensure they meet the eligibility requirements of the Green Communities Act and are technically and economically viable, well-developed projects. As a result the DOER anticipates completing their review and notifying Sudbury of grant approval no later than July 14, 2010.

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Green Community Long Term Energy Reduction Action Plan:

A component of Sudbury's Green Community Status is the development of a long term action plan / roadmap on actions to obtain the town-wide 20% energy use reduction over the base year. The Green Community process required Sudbury's preliminary plan be submitted with the application and a finalized plan is due within one year.

ACTION: all committee members Review the preliminary reduction plan in the Green Communities application – prepare to discuss to finalize action plan and prioritize projects.

Energy Efficiency and Conservation Block Grant – Fairbank Road Community Center Solar project:

The *Request for Designer Services* design RFP solicitation for this project has been published and a walkthrough of the project area was held on June 24th.

The Fairbank Energy subcommittee and town personnel hosted representatives from four companies for the design services walk-thru and the proposals are due on July 2nd.

\$70,000 of the grant money was received by the town on June 29th.

BigBelly® solar trash compactors:

The town has received the three BigBelly® trash compactors with the cans / bottles recycling option (non-compacting.)

The Energy Committee looked at the compactor, reviewed the installation requirements (they require a semi-permanent solid mounting) and continued the placement discussion.

The committee recommends the units be placed at LSRHS, Haskell Field and at the Fairbank Road Community Center.

ACTION: Jim to review with appropriate town / school personnel who have responsibility for these locations.

Noyes Solar project: (Clean Energy Choice funds)

Work continues to maximize the amount of solar that can be safely installed for this project by obtaining all Clean Energy Choice funds available to Sudbury and applying all applicable rebates to the project.

ACTION: Mark is facilitating the rebate process with the vendor and interfacing with the appropriate PBC / town / school personnel to process any required paperwork for the Clean Choice Energy funds and any proposal modifications following the public procurement guidelines.

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Landfill Solar:

The Energy Committee continues to have a strong interest in utilizing the capped town landfill area for renewable energy purposes.

Significant background information on the landfill site, state/federal permitting requirements, and town financial considerations is needed to help determine next steps.

ACTION: Bill to contact town personnel to discuss state/federal permitting regulations, requirements and process as a first step determine viability of a large scale project.

Communications:

The committee discussed methods to improve community awareness of Sudbury's energy and green house gas reduction activities. Group consensus was that a series of topic focused articles should be written and submitted to *The Sudbury Town Crier* and posted on the town website.

Preliminary topics include:

- Green Communities Designation / Mass DOER
- Grant Application Projects
- Energy Committee Mission
- Noyes Solar Project
- Fairbank Solar Project

ACTION: Ed to draft article(s) for energy committee member review.

Meeting schedules:

The next meeting is scheduled for Tuesday, July 20th 7:30pm at the DPW conference room.

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

- July 20th
- August 17th
- September 21st
- October 19th

ADJOURNMENT:

The meeting was adjourned at approximately 9:25pm.

Minutes respectfully submitted by: Edward Lewis, 1 July 2010