

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes May 18, 2010**

OPENING:

A meeting of the *Energy and Sustainability Green Ribbon Committee* was opened by Chairman, Bill Braun, at 7:35pm on May 18th, 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 potential projects for grant funding under the Green Communities Act.

Green Community status:

Chairman Braun extended congratulations to the committee for the extraordinary work done compiling and submitting Sudbury’s application to become a Green Community. Bill noted everyone on the committee contributed and gave a special thanks to Jim Kelly for his work coordinating from the town side. The application was submitted on time on 14 May, 2010.

Green Community follow-ups:

An addendum to the application has to be submitted by Friday May 21st which includes LSRHS adoption of the Sudbury Energy Reduction and vehicle purchase plan. This has an extended deadline due to the DOER clarifying some requirements late in the application cycle.

Rami Alwan is leading this and will review with the LSRHS school committee on 19 May.

ACTION: Bill to contact Rami to offer committee assistance and tie off on the logistics of submitting the addendum by May 21st.

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Document sharing / revision control software:

After compiling the multi-section Green Communities application it was suggested the committee investigate using a document sharing / revision control software / protocol for working sessions / documents in the future.

MS Office live was discussed as a possibility.

ACTION: Bill Braun to discuss with town manager / town council to confirm adherence / implications of the Open Meeting law when using collaborative software.

Potential projects to apply for Green Communities grants for:

A high level discussion was held on energy conservation projects that would make sense to apply for Green Community funding for. The Energy Audits done for Sudbury by the Mass DOER form the overall base for the energy saving projects, these were reviewed by the committee to prioritize and the budgetary numbers provided by the audits were discussed. Consideration was given to the most energy inefficient areas and committee members were assigned to investigate the individual projects further.

PROJECT	Budgetary Cost	Committee members
Lighting improvements <ul style="list-style-type: none"> • SPS – 5 schools • LSRHS • Fairbank Center • Street Lights 	\$150K	Dean & Ed
HVAC Controls <ul style="list-style-type: none"> • SPS – 5 schools • Flynn building • DPW building • Library • Fairbank Center 	\$250K	Bob
Heat Recovery Unit <ul style="list-style-type: none"> • Fairbank Center 	\$300K	Mark
Condensing Boiler <ul style="list-style-type: none"> • Noyes School 	\$200K	Mike
HVAC System Optimization <ul style="list-style-type: none"> • VFD's • RTU's • DCV's 	TBD	TBD
Energy Efficient Vehicle Upgrade delta	\$7K-\$10K	Jim / Bill
IR Camera / Education	\$10K	Mark / Dean
LSRHS 60 KW PV Project	\$400K	Mark

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Meeting schedules:

The next meeting is scheduled for **TUESDAY, JUNE 1st 7:30pm** at the DPW building conference room.

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

- June 15th
- July 20th
- August 17th
- September 21st

ADJOURNMENT:

The meeting was adjourned at approximately 9:35PM

Minutes respectfully submitted by: Ed Lewis, 19 May 2010