

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes April 27, 2011**

OPENING:

The April 27th, 2011 meeting of Sudbury’s *Energy and Sustainability Green Ribbon Committee* was opened by Chairman Bill Braun at 7:33 p.m. in the 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 Green Ribbon Committee	X
Jennifer Dudgeon	X
Dean Holden	X
Edward Lewis	X
Robert Morrison	X
Mark Sevier	
Michael E. Melnick, Co-Chairman, Sudbury Permanent Building Committee	X
Building Inspector, Town of Sudbury	
James Kelly	X

Agenda:

1. Membership
2. Landfill solar update & next steps
 - a. PPA presentation by Ameresco (Jim Walker)?
 - b. RFP/RFQ
 - c. Permit
 - d. Concept Design
3. MAPC funded projects – next steps
4. Solarize MA – rejection acknowledgement
5. Green Community projects – status update
6. Noyes Project Update
7. EECBG (Fairbanks Solar) update
 - a. Status
 - b. DOER site visit
 - c. Outreach plan
8. Review and approval of meeting minutes
9. Other business?

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes April 27, 2011**

1. Membership

Bill Braun, Jeff Beeler and Ed Lewis' terms on the Energy Committee expire April 30, 2011.

Jeff has not sought re-appointment due to increasing time demands from his duties on the Sudbury Public School Committee.

Jeff's contributions as one of the founding members of the Energy Committee were greatly appreciated and the Committee thanks him for his hard work and dedication.

Both Bill and Ed expressed interested in continuing to serve on the Energy Committee.

The committee voted unanimously to recommend to the selectmen reappointment of Bill and Ed for another term.

ACTION:

Bill to gather all energy committee applications that have been submitted to the town to allow the committee to review for critical skill sets leading to an appointment recommendation to the Selectmen.

2. Landfill solar update & next steps

- a. PPA presentation by Ameresco (Jim Walker)?
- b. RFP/RFQ
- c. Permit
- d. Concept Design

Town personnel have started working on acquiring the data required by the DEP to apply for a post closure use permit. This includes updating as-built drawing to reflect exact current conditions, taking core samples and performing percolation tests. Of the 17 acre landfill it is believed that about 8 acres may be well suited and situated for a solar array.

Committee discussed current information regarding PPA's including pros and cons of an RFQ vs. RFP, lessons learned from other states that have successfully installed solar arrays on landfills, and the role of integrated suppliers and / or Owners Agents.

ACTIONS:

Ed to set up a meeting with CADMUS Group representatives to learn more about Owners Agents and their role / value add in a municipal PPA project

Bob to set up a meeting with AMERESCO representatives to learn more about their role / capabilities in a municipal PPA project

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes April 27, 2011**

3. MAPC funded projects – next steps

Sudbury has been invited to participate in the Metropolitan Area Planning Council (MAPC) energy-related technical assistance programs. The proposals are under review / evaluation by the committee.

4. Solarize MA – rejection acknowledgement

Unfortunately, Sudbury was not chosen in the selection of four Green Communities to participate in the Solarize MA pilot program. Hopefully the program will be successful and will be rolled out to all interested communities in the near future.

Twenty five Green Communities submitted applications for the Solarize MA pilot and the following were randomly selected:

Central Region – Town of Harvard

Northeast Region – Town of Winchester

Southeast Region – Town of Scituate

Western Region – Town of Hatfield

The Committee thanks Dean for assembling and submitting the required application paperwork.

5. Green Community status and projects update:

The Q2 - *Green Community Grant Progress and Financial Quarterly Report* was submitted to the DOER. The next report is due in early July.

Green Community Grant Projects update:

- 1) Lighting controls in 5 Sudbury public schools
 - Significant progress has been made on the lighting controls work in the five Sudbury public schools. Noyes Elementary and Curtis Middle School are complete and work is ongoing in the other three schools.

- 2) HVAC controls:
 - A) Fairbank Community center

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes April 27, 2011**

- HVAC controls for Sudbury's Fairbank community center are under evaluation. Upon detailed engineering evaluation a portion of the targeted funds may become available for other Sudbury energy saving projects due to synergies and intelligent overall design with the EECBG grant work currently being implemented.
- Controls for a fan coil unit and its companion condensing unit are on hold due to an in-depth evaluation of the fan coil unit showing it to be close to the end of its useful life. Town engineers are evaluating to determine unit replacement strategies to optimize energy efficiency and to confirm any GC funded control updates will be most effectively utilized.

B) Mapping of control bus at Lincoln Sudbury Regional High School

- Quotations for the control bus mapping project have been received and are significantly higher than estimated. Additional quotations are being requested and the scope of work is being re-evaluated to determine highest gain individual items.

3) Supplemental funding to purchase a highly efficient replacement vehicle.

- Purchase of a highly efficient municipal vehicle is underway thru the standard town procurement process – this is expected to be completed by mid July.

4) Purchase of an infrared thermal imaging camera

- After extensive evaluation a *FLIR E40bx* Thermal Imaging Camera has been ordered.

The committee is looking forward to the next round of Green Community grants and is developing a list of high gain energy reduction projects to submit for grant consideration.

Potential projects include but are not limited to:

- Municipal building envelope improvements
- Replace Fairbank Community Center's aging and inefficient make-up air unit with a highly efficient heat recovery unit
- Additional lighting upgrades in schools and municipal buildings.

The Energy Committee is assisting the DOER in Beta testing new software for the Green Community application process – early results are encouraging and we have suggested it include annual and quarterly report capability.

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes April 27, 2011**

6. Noyes Project Update

Energy efficiency and building renovation projects (roof replacement and insulation, window replacement, boiler replacement) for the Noyes school have been approved by the *Massachusetts School Building Authority (MSBA) Green Repair Program* for 35%+ of the cost funding assistance and debt exclusion funds were approved at Sudbury town meeting and special election.

The bid response was strong and the town has awarded the contracts. The bids received were significantly under the original estimates for the project and work schedules are being developed.

7. EECBG (Fairbanks Solar) update

- a. Status
- b. DOER site visit
- c. Outreach plan

The town awarded contracts for the Fairbank Solar project to *Ostrow Electric Co* for the PV side and to *LittleFoot Energy* for the solar thermal side.

Excellent progress is being made. The roof repair / replacement / insulation work has been substantially completed and the solar work is well underway. The roof installation of the PV panels is complete and the mechanical room solar piping and control work is continuing.

Representatives from the DOER will tour the site and review project paperwork with town employees and Energy Committee members on Wednesday, May 1st.

ACTIONS:

Bill to develop a communications plan to include community outreach / education and signage for the site

Jen to formalize the Waste Management Plan for project

8. Review and approval of meeting minutes

Minutes from the March 29th meeting were unanimously approved.

9. Other Business

Communications Sub-Group activities:

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes April 27, 2011**

- 1) *Green Communities Act Quarter 2 Status Report* submitted April 4th

- 2) *Energy and Sustainability Green Ribbon Committee Annual Update* printed in page 87 of Sudbury's Annual Report

ACTION:

Jim to get the Green Community Signs installed on Route 20 east and west entrances to the town.

Scheduled Energy Committee Meetings: (DPW Building Conference room - 7:30 p.m.)

- May 17th, 2011 (possible additional meeting May 19th)
- June 21st, 2011
- July 19th, 2011
- August 16th, 2011

Adjournment:

- The meeting was adjourned at approximately 9:45 p.m.

Minutes submitted by: Edward Lewis, April 29, 2011