

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes June 7, 2011**

OPENING:

The June 7th, 2011 meeting of Sudbury’s *Energy and Sustainability Green Ribbon Committee* was opened by Chairman Bill Braun at 7:35 p.m. in the DPW Building conference room.

ATTENDANCE:

Committee Members	Attending
Rami Alwan	X
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
Guests	
Helen Aki - Energy Services Coordinator <i>Metropolitan Area Planning Council (MAPC)</i>	X
Caroline Luis – Sudbury Patch	X

Agenda:

1. MAPC Background – Helen Aki
2. Landfill Solar Update
3. Green Community projects – additional use of funds
4. Fairbanks project update
5. Membership
6. Approval of meeting minutes
7. Other business?

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1. MAPC Energy Programs

The Energy Committee welcomed Helen Aki - Energy Services Coordinator from the *Metropolitan Area Planning Council (MAPC)* to discuss the MAPC energy initiatives and available funding.

MAPC has announced the launch of three new energy-related technical assistance programs. These include regional procurement of:

- an Energy Services Company (ESCO) for Performance Contracting
- a firm to perform Renewable Energy Site Evaluations
- a Regional Energy Manager

Regional Energy Savings Performance Contracting

MAPC is working to facilitate the regional procurement of a single professional Energy Services Company (ESCO) to provide comprehensive energy efficiency services under an Energy Savings Performance Contract for municipalities in the MAPC region.

Performance Contracting involves a municipality contracting with an ESCo to improve the energy efficiency of facilities. This may involve building energy / envelop upgrades and capital equipment renovation or replacement.

The municipalities are responsible for engaging the services of the ESCo and paying for the upgrades and services. Ideally the basis for the payments should be the performance level guaranteed in the contract.

Performance contracting typically consists of:

- A Preliminary Energy Audit to determine the technical and economic feasibility of implementing a program.
- An Investment Grade Audit – an in-depth technical assessment of the facilities to identify the energy savings the ESCo would contractually guarantee.
- An Energy Services Agreement – negotiated between the municipality and the ESCo to govern the construction and performance obligations of the municipality and the ESCo.

MAPC's role in this process is to secure a single ESCo using economies of scale by having them review multiple municipalities – many which are too small for ESCo's to typically be interested in Performance Contracting with.

MAPC would also provide standardized contract templates for the municipalities to use.

If Sudbury wishes to participate in this program we need to provide staff time to support the ESCo selection process and would be asked to participate in the MetroFuture Green Energy

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Campaign network by providing information and data related to experiences with energy efficiency and alternate energy development.

Sudbury would be responsible for negotiating the contracts with the ESCo and for the annual lease payments to the ESCO which Helen believes would need to be approved at Town Meeting.

Also, MAPC recommends that municipalities consider hiring an Owner's Agent to help guide them thru the Performance Contracting process.

Contracting Regional Renewable Energy Site Evaluation

MAPC is facilitating a regional procurement of preliminary site evaluation services to determine the viability of renewable energy development.

Typically this includes an engineering company reporting on:

- A Fatal Flaw analysis - a review of a proposed site by an engineering company to determine if any factors would preclude the site for renewable energy production there.
- Development options – engineering company report on renewable energy development options for a specific site.

MPAC is about to let a contract for this service and it is expected that communities who have applied (as has Sudbury) will be able to utilize this service without charge.

Regional Energy Manager

Helen Aki and another MPAC associate will provide Energy Manager Services to the region. The scope of their work is still evolving but it is expected to include energy strategy planning projects, and public outreach for residential energy awareness and reduction.

Assistance is also expected to be available for communities who are going thru the Green Communities application process and for those, such as Sudbury, that are already Green Communities to provide assistance with planning for energy reduction projects.

This assistance is expected to be available free of charge to the communities.

2. Landfill Solar Update

The Energy Group consensus is the time to act on a PPA is sooner rather than later due to incentives currently available from both the Federal and State governments. The skill set and bandwidth required to pursue a well sized solar array precludes fast action by the Energy Committee so it was determined to investigate the potential use of experienced Owner's Agent to

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represent Sudbury in securing an advantageous PPA agreement most likely situated on the closed and capped landfill.

ACTION:

Ed to set up a meeting with CADMUS (Owner's Agent) at their offices to get a better understanding of the company, understand the mechanics of potentially securing an owners agent and understand their value add in all areas of the project scope.

As a follow-up to their visit and presentation CADMUS was asked to and has supplied references of area municipalities that have purchased their services to represent them in PPA implementation.

3. Green Community projects – additional use of funds

Over half of the Green Community Grant Projects are complete. In several cases the projects have been completed under budget from the original project estimates. This is due to a combination of factors including some significant price reductions on renewable energy and energy conservation equipment, increased rebate availability, and slight reductions in project scope after more formal engineering evaluation. Although we are not yet able to determine the amount of funds that will be available to redeploy to other energy related projects it is believed to be approximately \$30,000. The committee is working to quantify high gain energy projects that we could petition the state to redeploy those funds to.

4. EECBG (Fairbanks Solar) update

The Fairbanks solar project is progressing well. The PV panels are in place on the roof, the associated wiring is nearing completion and they are expected to be on-line by the end of June.

The Solar Thermal panels are also in place and the plumbing is nearing completion. The MA DOER recently held an onsite meeting / inspection, they found all in was in order project and paperwork wise and they have released the 2nd round of funds.

5. Membership

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

ACTION:

All committee members to review applications to discuss at the next meeting

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6. Review and approval of meeting minutes

Minutes from the May 17th and May 19th meetings were unanimously approved.

7. Other Business

Communications sub group: Ed Lewis was interviewed by Sudbury TV for information regarding the Noyes Solar project and other Energy Committee activities.

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

- June 21st, 2011
- July 19th, 2011
- August 16th, 2011
- September 20th, 2011

Adjournment:

- The meeting was adjourned at approximately 9:35 p.m.

Minutes submitted by: Edward Lewis, June 17, 2011