

**Sudbury, MA, Energy and Sustainability Committee  
Meeting Minutes December 10, 2013**

**OPENING:**

The December 10th, 2013 meeting of Sudbury’s *Energy and Sustainability Committee* was opened by Chairman Bill Braun at 7:35pm at the DPW Building.

**ATTENDANCE:**

<b>Committee Members</b>	<b>Attending</b>
Rami Alwan	X
William Braun – Chairman, Energy and Sustainability Committee	X
Edward Lewis	X
Joe Martino	X
Robert Morrison	
Kurt Reiss	X
Mark Sevier	X
<b>Facilities Director, Town of Sudbury</b>	
James Kelly	X
<b>Guests</b>	
Joe Kupczewski – SPS Facilities Director	X
Steven Weisman – Peregrine Energy Group	X
Leonard Simon – Selectman, Town of Sudbury	X
Charles Woodard - Selectman, Town of Sudbury	X

**AGENDA:**

1. ESCO Selection Sheet and Plans – Steve Weisman
2. Green Community Annual Report
3. Upcoming Grant Projects
4. Energy Manager Grant Opportunity
5. Landfill Solar Update
6. Police Station Update
7. Approval of meeting minutes
8. Other business?

**Sudbury, MA, Energy and Sustainability Committee  
Meeting Minutes December 10, 2013**

**1 ESCO Selection Sheet and Plans – Steve Weisman**

Steve Weisman of the Peregrine Energy Group attended our meeting to continue the review of Ameresco’s proposal for the performance contract. Steve reviewed the overall performance contract process including experiences from other communities which have entered into performance contracts.

After Steve’s last meeting with the Energy Committee, it was decided that since a majority of the performance contract involves the schools; a more in depth understanding of SPS needs and priorities would be helpful, along with an onsite review of some of the recommended ECM’s. To that end, Peregrine’s engineering team met with Joe Kupczewski (SPS Facilities Director) to better understand the needs and priorities for building controls and energy conservation measures in the Sudbury Public Schools.

The SPS energy management / control priorities are as follows:

- Curtis School. First priority, replace all the V2 controllers on the VAV boxes in the A, B, and C wings.
- Nixon. Second priority, eliminate all remaining pneumatics and have the entire school on DDC.
- Haynes. Third priority, convert the Microtech system to JCI FX.
- Noyes. Fourth priority, replace the old Honeywell controllers with JCI FX
- Loring. Tied for fourth, change Metasys to FX.

Steve has reworked the performance contracting sheet to include and address the top priorities.

The committee reviewed the scrubbed measures list and has agreed this is the correct set of measures for the performance contract evaluation.

The committee will review with the town stakeholders the differences in the ESCo process vs. Sudbury’s typical approach to capital and energy improvement projects. This will include the SPS schools along with town Selectmen, committee’s and personnel to allow them to help decide if Sudbury should proceed with projects under the performance contract or continue under our standard process. The Fincom and Selectmen are our first priorities to review the concepts and solicit feedback with.

It was suggested the committee assemble a “FAQ’s Type” fact sheet to have a high level overview of a Performance Contract’s drivers and methodology and the “why do it?” benefits vs. the “what happens if we don’t do it?”

Also, it was noted many of the projects detailed on the Performance Contract are currently on the long term capital improvement list and implementing these under the PC would remove them from the capital improvement list.

**Sudbury, MA, Energy and Sustainability Committee  
Meeting Minutes December 10, 2013**

**2 Green Community Annual Report**

Kurt and Jim have completed this year's Green Community Annual Report. The report was submitted on time via DOER's online system and the committee thanks Kurt and Jim for their hard work on this very detailed report.

**3 Upcoming Grant Projects**

It was noted the next round of Green Community Grants will be coming out soon and applications are expected to be due the end of March. Sudbury has been very successful procuring and utilizing these competitive grants and the committee has started talking about projects for submission. Submitted projects need to be fleshed out enough to be considered 'shovel ready' and have a realistic project timeline.

The committee intends to evaluate municipal building envelopes along with LSRHS projects for consideration for GC Grants.

**4 Energy Manager Grant Opportunity**

Mass DOER has announced a program to provide a total of \$1.7 million over a 2-year period for municipalities and regional school districts to hire their own full- or part-time energy managers.

The committee believes this could be of very significant benefit to the town and LS.

Some preliminary discussions around helpful qualifications included an engineering background, Certified Energy Manager (CEM) accreditation, and energy procurement experience.

Jim will approach Lincoln and LSRHS regarding the possibility of "sharing" an Energy Manager between the three entities. MAPC has offered to assist with the grant paperwork.

Ed will distribute the DOER Grant information to the committee.

**5 Landfill Solar PPA Update**

The landfill solar PPA installation is complete. The town held a Ribbon Cutting ceremony which was well attended by Sudbury residents, town and state officials. This included tours of the facility and a review of the system's operation and benefits.

**Sudbury, MA, Energy and Sustainability Committee  
Meeting Minutes December 10, 2013**

**6 Police Station Update**

Several members of the energy committee met with the PBC to discuss energy efficiency of the design of the Police station. The energy committee strongly supports a highly efficient building and suggests it be designed to advanced buildings standards. It was noted the utilities will provide significant rebates on any delta's required to build to advanced building standards.

**7 Approval of meeting minutes**

Minutes from the November 5<sup>th</sup> meeting were approved.

**8 Other business?**

**LSRHS:**

The Solar Canopy project at LS is on hold due to a very high demand charge component of LS's electric bill the projected savings would be unlikely to be realized. This is being studied further to determine if a pure net metering installation could be more beneficial to the school. Additionally, the state's second generation SREC program is being revised and could have a significant impact on the economics so the decision to go forward or not will be delayed until the program is firmed up and the economics are better analyzed.

The high school does have several ideas to improve their operational and energy efficiency. The EMS control system is becoming dated and the wired backbone has significant limitations for upgrade. LS is working on writing up a grant proposal that the Energy Committee will review and determine if it should be submitted as a potential Green Communities Grant.

LS Building & Grounds Coordinator Kevin Rossley will be invited to a future Energy Committee meeting to discuss opportunities at LS.

The Energy Committee looks forward to working closer with LS on energy issues.

**Noyes:**

Kurt analyzed the MEI degree day adjusted energy consumption information to assemble season over season data on the Noyes school to help evaluate the effect of the recent roof,

**Sudbury, MA, Energy and Sustainability Committee  
Meeting Minutes December 10, 2013**

envelop and boiler upgrades. The data showed a very significant decrease (approximately 15%) in Noyes' energy consumption.

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

- January 7th, 2014
- February 18<sup>th</sup>, 2014
- March 18<sup>th</sup>, 2014

**Adjournment:** The Energy Committee meeting was adjourned at 10:22 pm.

Minutes submitted by: Edward Lewis, December 20, 2013