

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes November 5, 2013**

OPENING:

The November 5th, 2013 meeting of Sudbury’s *Energy and Sustainability Green Ribbon Committee* was opened by Bill Braun at 7:35 pm at the DPW Building.

ATTENDANCE:

Committee Members	Attending
Rami Alwan	X
William Braun – Chairman, Energy and Sustainability Committee	X
Edward Lewis	X
Joe Martino	X
Michael Melnick, Co-Chairman - Sudbury PBC	
Robert Morrison	Recused himself during the ESCo discussion, attended the rest of the meeting
Kurt Reiss	X
Mark Sevier	X
Facilities Director, Town of Sudbury	
James Kelly	X
Guests	

AGENDA:

1. Landfill Solar update
2. ESCo status & plans
3. Green Community Annual Report & MEI update
4. Future Plans
5. Approval of meeting minutes
6. Other business?

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1 Landfill Solar PPA Update

The landfill solar array is complete, connected to the grid, and has passed its interconnection and witness tests. It will start commercial operation very shortly, after the final administrative tasks are completed.

Maureen Valente's office has scheduled a ribbon cutting event for Wednesday, November 13 at 10:00 AM at the site.

The ribbon cutting event is open to the public and will include tours of the facility and a review of the Power Purchase Agreement system's operation and benefits.

2 ESCo Status & Plans

Ameresco's performance contracting proposal continues to elicit spirited discussion.

The committee has decided to 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 committee's and personnel to allow the stakeholders help decide if Sudbury should proceed with projects under the Performance Contract or continue under our standard process.

3 Green Community Annual Report & MEI update

Kurt and Jim have been working on this years' Green Community Annual Report.

Significant progress has been made, the final few items and issues are in process, and the report will be submitted soon thru MEI.

4 Future Plans

It was noted the next round of Green Community Grants will be coming out soon. 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.

It was suggested that the committee evaluate municipal building envelopes for consideration for energy conservation projects.

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5 Approval of meeting minutes:

Minutes from the September 24th meeting were approved.

6 Other business:

Police Station:

Preliminary plans for the Police Station HVAC were reviewed and discussed. The committee supports a highly efficient building and suggests the architect / engineering firms utilize very efficient technology, such as heat pumps / mini-splits and perhaps VRF (variable refrigerant flow) equipment to help balance the heating and cooling requirements of this 'always open' building. The energy committee would be pleased to, and will work with the PBC on this.

LSRHS:

Rami reviewed the status of the High School Solar PPA project. There is concern over the current contract and how it works within the schools commercial rate structure with demand charges being a significant portion of LS's overall electric bill.

Power Purchase Agreements have many complexities and the school has applied for a grant to hire a consultant (Cadmus) to review the contract terms and conditions. Cadmus is a local organization that the Energy Committee utilized to review the landfill PPA agreement. The energy committee had also received a grant for this work and found Cadmus' previous experience with PPA's to be very helpful, and we strongly support the school having their PPA contract reviewed and revised if necessary.

It was also discussed having the energy committee more involved with LS and their energy / energy conservation projects. The Energy committee is enthusiastic to work with the high school on energy conservation projects and will start by assisting with the evaluation of control upgrades recommended by the existing vendor.

ACTION:

Rami to supply the energy committee with examples of LS electric bills and background information on the EMS system upgrades.

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Other business: (cont.)

Noyes:

Kurt is using MEI energy consumption information to assemble season over season data on the Noyes school to help evaluate the effect of the recent roof, envelop and boiler upgrades.

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

- November 13th, 2013 Landfill PPA “Ribbon Cutting” (optional – 10:00am at the landfill)
- December 10th, 2013
- January 21st, 2014
- February 18th, 2014

Adjournment: The Energy Committee meeting was adjourned at 10:05 pm.

Minutes submitted by: Edward Lewis, November 11, 2013