

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes September 24, 2013**

OPENING:

The September 24th, 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
Kurt Reiss	X
Mark Sevier	X
Facilities Director, Town of Sudbury	
James Kelly	X
Guests	
Joe Kupczewski – SPS Facilities Director	X
Steven Weisman – Peregrine Energy Group	X
Leonard Simon – Selectman, Town of Sudbury	X

AGENDA:

1. ESCO selection sheet review & next steps - Steve Weisman
2. Landfill Solar update
3. Green Community Annual Report – due November
4. Approval of meeting minutes
5. Other business?

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1 ESCO Status & Plans

Steve Weisman of the Peregrine Energy Group attended our meeting to continue the review of Ameresco's proposal for the performance contract. Steve is working for Sudbury (courtesy of a grant obtained from the state) in an owner's agent role. The Peregrine Energy Group has extensive experience working with Performance Contracting and he facilitated a deep dive discussion of the Energy Conservation Measures (ECM's) recommended by the investment grade audits.

Several members of the Energy Committee attended the July 24th School Committee meeting where Steve Weisman assisted with a presentation to the school committee to familiarize them with the workings, features and benefits of a performance contract.

Joe Kupczewski (SPS Facilities Director) also attended the meeting – he was very helpful in describing and detailing the day to day operations and challenges of the SPS utility systems.

Ameresco's performance contracting proposal was reviewed in depth. The proposal, which covers Sudbury's municipal buildings and the K-8 public schools includes several major categories of Energy Conservation Measures. These ECM's are roughly grouped into; lighting improvements (re-lamping and controls), Energy Management Systems, HVAC controls and retrofits, and building envelop improvements.

As the committee reviewed and evaluated the individual ECM's, significant discussion evolved around the benefits of doing some or all of these projects under the Performance Contract vs. Sudbury undertaking them utilizing existing town and school processes and funding mechanisms. The purpose of the state-enabled ESCO process is to provide a mechanism for overall energy savings to support specific needed infrastructure improvements.

Each process has its merits - the Performance Contract would get improvements done all at once, with a single capital authorization, and a guarantee that the annual savings would at least cover the annualized cost of the improvements. Doing the projects "in-house" would probably be less expensive in that it would not entail a third party, but would likely require multiple capital authorizations over a number of years. Sudbury is in the unique position of having aggressively completed multiple energy improvement projects, along with a rigorous equipment maintenance program, over the years, so we have fewer high gain projects to use to support necessary infrastructure improvements.

The committee will continue to study this issue as currently no one path is the clear winner or is overwhelmingly supported by the committee.

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ACTIONS:

- Confirm if any lighting upgrades recommended in the Performance Contract have been implemented since the audit. – Jim
- Contact Ameresco to invite them to a technical discussion with the committee to dig deeper into the individual ECM's and the pricing model. – Jim
- Coordinate Peregrine Energy Group's walk-thru of Curtis to get a better understanding of the significant HVAC improvements recommended by Ameresco – Jim (with assistance from Joe K.)

2 Landfill Solar PPA Update

Construction of the landfill solar array is complete, only the grid interconnect remains to be done. This is being worked on by NSTAR, who had run into some difficulties with procurement of the correct circuit recloser. NSTAR is working thru the issues and an October go live is expected.

The committee discussed some type of a 'ribbon cutting' event with tours of the facility and a review of the Power Purchase Agreement system's operation and benefits. Committee members have seen significant interest from Sudbury citizens about the array and it is a great step forward to reduce Sudbury's energy costs and carbon footprint.

3 Green Community Annual Report

The Green Community Annual Report is due in November, and Kurt has agreed to take first pass at compiling the report utilizing the data from MEI.

ACTION:

- Jim to e-mail Kurt the report templates and details on the annual report completion process.

4 Approval of meeting minutes:

Minutes from the July 16th meeting were approved.

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5 Other business:

The committee has been contacted by a company specializing in bio-fuels, they have requested to present at an upcoming meeting, the committee agreed and this will be scheduled by Bill.

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 been tasked to be thinking about / developing projects for submission. Submitted projects should be fleshed out enough to be considered 'shovel ready' and have a realistic project timeline.

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

- November 5th, 2013
- December 17th, 2013

Adjournment: The Energy Committee meeting was adjourned at 9:50 pm.

Minutes submitted by: Edward Lewis, October 1, 2013