

**Sudbury, MA, Energy and Sustainability Committee  
Meeting Minutes January 7, 2014**

**OPENING:**

The January 7th, 2014 meeting of Sudbury's *Energy and Sustainability Committee* was opened by Chairman Bill Braun at 7:35 pm in the Goodnow Library meeting room.

**ATTENDANCE:**

<b>Committee Members</b>	<b>Attending</b>
Rami Alwan	X
William Braun – Chairman, Energy and Sustainability Committee	X
Edward Lewis	X
Joe Martino	
Robert Morrison	Recused
Kurt Reiss	X
Mark Sevier	
<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
Susan Berry – Sudbury Finance Committee	X
Bill Kneeland - Sudbury Finance Committee	X
Jamie Gossels – Sudbury Capital Improvement and Advisory Committee	X
Donald Foss – LSRHS Building & Grounds	X
Kevin Rossley – LSRHS Building & Grounds Coordinator	X

**AGENDA:**

1. ESCo Performance Contracting Review and Discussion
2. LSRHS – Energy Conservation Projects for Green Communities Grant consideration

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**1 ESCo Performance Contracting Review and Discussion**

This meeting was scheduled to provide an overview of the Performance Contracting proposal the town and the Energy Committee have been working on with Ameresco.

Steve Weisman of the Peregrine Energy Group attended our meeting to provide a high level overview of Sudbury's Performance Contract proposal and discuss his companies experience with other towns, schools and municipalities utilizing Performance Contracts to implement energy and maintenance saving projects.

Steve reviewed the overall performance contract process along with some Sudbury specific financial and project details. We also discussed the scrubbed set of measures that the energy committee has agreed are the highest priority and most beneficial for the town and public schools.

Overall, there was a generally positive reception to the Performance Contract although significant education and review remains to be done with various town committees and personnel.

It was noted that most of the projects detailed on the Performance Contract are currently on the Sudbury's long term capital improvement list and implementing these under the Performance Contract would remove them from the capital improvement list, this is considered a strong positive.

Significant discussion revolved around financing alternatives if Sudbury goes ahead with the Performance Contract. Options include utilizing a bond or municipal lease to procure the initial financing. By design and by law the cost of the Performance Contract projects must be paid from the guaranteed savings so there is no net impact to Sudbury taxpayers, however, initial financing must be obtained to fund the projects. The debt service (or lease payments) would then be paid from the yearly guaranteed savings.

The Sudbury Performance Contract is designed to be cash flow positive so the guaranteed savings would exceed the debt or lease payments.

**ACTIONS:**

- Bill to discuss "Lease vs. Bond" considerations with town personnel
- Jim / Bill to get on the Finance Committees meeting agenda to review the Performance Contract.

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**2 LSRHS – Energy Conservation Projects for GC Grant consideration**

Kevin Rossley and Donald Foss from LSRHS Building & Grounds attended the meeting to discuss potential LS projects for inclusion into the next round of Green Communities Grant proposals. The specific conditions and requirements for these grants are expected to be released on February 1<sup>st</sup> with applications due March 1<sup>st</sup>.

Sudbury has been very successful procuring and utilizing these competitive grants and the committee believes LSRHS projects could be strong contenders to receive funding. Submitted projects need to be fleshed out enough to be considered ‘shovel ready’ and have a realistic project timeline.

The high school B&G group does have several ideas to improve their operational and energy efficiency. The Energy Management System (EMS) is dated and several key components have been rendered obsolete by the manufacturer. Additionally, the wired EMS backbone has many limitations for upgrade due to its proprietary architecture.

Moving to an ‘open standard’ for backbone and controls would allow LS significant gains in efficiency, cost reductions, and remove the ‘obsolete controllers’ issue.

Horizon Energy has done an audit of the facility and is in the process of detailing a set of energy conservation measures for the school. These measures are expected to cover lighting, HVAC, and an updated (open standard) Energy Management System and infrastructure. (Fun fact -> LS has over 12,000 lighting fixtures!)

Once the scale of these projects are understood, along with the utility rebates available for them, the energy committee will work with LS to determine the best approach for completion and to write up a Green Communities grant proposal for some or all of these.

It was decided to form a small working group to accelerate this process. The suggested group includes Kevin Rossley, Rami Alwan, Bob Morrison, Mark Sevier and Ed Lewis.

**ACTIONS:**

- Rami to distribute ‘old FMC proposal’ to provide background information
- Jim to distribute previous GC grant proposal / template
- Ed to contact MA DOER to expedite procurement of new grant template and information

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

- February 18<sup>th</sup>, 2014
- March 18<sup>th</sup>, 2014
- April 15<sup>th</sup>, 2014

Note – Finance Committee meeting to review Performance Contract - TBD

**Adjournment:** The Energy Committee meeting was adjourned at 9:25pm.

Minutes submitted by: Edward Lewis, January 8th, 2014