

**Sudbury, MA, Energy and Sustainability Committee  
Meeting Minutes December 4, 2019**

**OPENING:**

The December 4th, 2019 meeting of Sudbury’s *Energy and Sustainability Committee* was opened at 6:03pm at the DPW Building conference room.

**ATTENDANCE:**

<b>Committee Members</b>	<b>Attending</b>
Rami Alwan - Chairman, Energy and Sustainability Committee	X
Gary Bean	X
Jim Cummings	
Edward Lewis	X
Joe Martino	X
Robert Morrison	
Mark Sevier	X
<b>Facilities Director, Town of Sudbury</b>	
William Barletta	X
<b>Guests</b>	
Dalton Kimball – Municipal Account Exec - Guardian Energy	X

**AGENDA:**

1. Approval of Meeting Minutes
2. Guardian Energy Management – proposed Town wide energy reduction projects
3. Funding for LSRHS lighting project
4. Flynn EV charger proposal
5. Town energy purchase contract
6. Green Communities reporting
7. Master Plan and the sustainability team
8. Commonwealth Energy – proposed Town wide lighting retrofit
9. Ameresco Quarterly EMS Report
10. Other business?

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**1) Approval of Meeting Minutes:**

Minutes from the October 16, 2019 meeting were approved.

**2) Guardian Energy Management – proposed Town wide energy reduction projects**

Previously Guardian Energy Management had done some evaluations of Town buildings to determine potential energy saving projects. Several of these projects have already been done by Guardian under Green Community grants and Guardian had contacted Facilities Director Barletta to determine interest in pursuing the remaining projects.

Dalton Kimball from Guardian Energy Management came to our meeting. He reviewed previous projects done for Sudbury along with a list of potential projects that might be eligible for Green Community Competitive Grants.

Significant discussion revolved around the services Guardian can offer – these include, lighting, HVAC, weatherization, Building Management Systems and retro-commissioning.

The Committee believes the Goodnow Library presents a large opportunity for energy efficiency improvement and have asked Guardian to review the boilers, the HVAC, the Building Management System and provide recommendations for potential projects.

Guardian provides these investigative services free of charge and the Town is under no commitment to pursue any of the projects.

**3) Funding for LSRHS lighting project**

Eversource has a grant program underway to retrofit fluorescent bulbs and ballasts to high efficiency and long-lived LED's. They will pay as much as 75% towards the projects, assuming a maximum of a two-year payback.

The High School appears to have significant opportunities to upgrade lighting and ballasts to save on energy and ballast replacement costs.

The High School provided to the committee a proposal from a lighting contractor to replace existing lighting with new LED lighting utilizing existing fixtures and replacing the ballasts where necessary.

Although the Committee supports energy improvement projects, this proposal lacked enough details for a formal review.

The Committee suggested having light level measurements taken to confirm actual conditions and comparing to calculated light levels after the conversion.

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Update:

Test fixtures were installed and light level measurements have been taken in those areas. The lighting levels improved, however there was a concern with the lighting intensity. The evaluation lamps were 5,000 Kelvin (a measure of lighting 'brightness / harshness.') The test fixtures were replaced with 3,500 kelvin (K) lamps (more of a soft light) there was universal positive reaction. The updated projects will include 3,500 K lamps in classrooms and implement the 4,000 K lamps in hallways.

The High School needed \$15,000 as a Town contribution to this project (total price is several times that but is being funded by incentives and some school resources.) It was brought to a vote to see if the Energy Committee would fund this from the Solar Revolving account which is targeted at energy efficiency projects in Town. The Committee voted to fund the project and Bill Barletta tasked to provide the accounting codes required.

This is a strong project that will lead to better lighting levels, less maintenance, and a decrease in energy utilized.

**4) Flynn EV charger proposal**

Discussion of potentially installing a charging station at the Flynn building. This would be for both Municipal and resident vehicle use.

The pros and cons of Municipal charging stations were discussed. The general consensus is that this would be an overall asset to the Town, and providing the infrastructure & station makes sense, however the operation of it should be revenue neutral with the Town not making or losing money.

Chargepoint provided a proposal where the equipment and the interface look very good, however there is a concern on their ongoing software charge to manage the station.

**ACTION:** Ed Lewis to discuss with Chargepoint the possibility of rolling the software subscription cost into the charging cost, so it would be revenue neutral for the Town.

**5) Town energy purchase contract**

The Town electricity contract has been renewed, Constellation New Energy was determined to be a qualified bidder and had the most advantageous bid to the Town so was awarded the contract.

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**6) Green Communities Reporting**

The Green Communities Annual Report has been completed and filed to the State before the deadline.

Many thanks to Bill Barletta for this effort. The timely filing of this report allows Sudbury to be eligible to apply for the next round of Green Community Competitive Grants.

**ACTION:** Energy Committee to review the detailed building level data at a future meeting.

**7) Master Plan and the sustainability team**

The Sudbury Master Plan development team has asked for input from the Energy Committee regarding Sustainability goals. Gary Bean volunteered to draft and review with the Committee.

Rami will respond to the Committee and plans to attend the next Master Plan meeting.

**8) Commonwealth Energy – proposed Town wide lighting retrofit**

Commonwealth Energy has offered to do a lighting audit for Town – this requires a significant amount of Town / School staff time. The Committee feels getting a refresh of the Town wide audit done by Guardian is a more efficient use of Town staff time / resources than starting a new clean sheet audit.

**9) Ameresco Quarterly EMS Report**

AMERESCO provided a quarterly Energy report which showed the energy savings from the Performance Contract slightly below guaranteed savings. Ameresco investigated and found multiple buildings have had their occupied vs. unoccupied settings changed (to more occupied time) from the initial set-up the guarantee is calculated on. These were most likely changed due to changing use cases (i.e. afterhours / weekend usage) and if so those are legitimate changes that would require an adjustment to the guarantees. However, these should be reviewed on an individual basis to confirm.

**ACTIONS:**

- 1) Bill to resend report
- 2) The Committee will review the report in greater detail to discuss next steps

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**10) Other Business?**

**11) Dates for next meetings:**

Scheduled Energy Committee Meetings: (DPW Building conference room)

The public is welcome at all meetings.

January 15<sup>th</sup> at 6:00PM

February 19<sup>th</sup> at 6:00PM

March 18<sup>th</sup> at 6:00PM

**Adjournment:** The Energy Committee meeting was adjourned at 8:25pm.

*Minutes submitted by: Edward Lewis, December 6, 2019*