

**Sudbury, MA, Energy and Sustainability Green Ribbon Committee
Meeting Minutes May 30, 2013**

OPENING:

The May 30th, 2013 meeting of Sudbury's *Energy and Sustainability Green Ribbon Committee* was opened by Bill Braun at 7:30pm at the DPW Building.

Prior to the meeting a subset of the committee toured the landfill site where the PPA's solar farm is under construction. No meeting content was discussed during the landfill tour.

ATTENDANCE:

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

AGENDA:

1. Landfill Solar update
2. ESCO status & plans
3. ERV update
4. Police station energy efficiency measures
5. Green Community Annual Report
6. MEI for future reports
7. Committee structure
8. Approval of meeting minutes
9. Other business?

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1 Landfill Solar PPA Update

Prior to the meeting several committee members toured the landfill site of the solar installation for the PPA. Very significant progress has been made. Group consensus is the site is very well maintained and the installation is of high quality and professionally done.

The construction is over half complete and it appears likely they will meet the start-up schedule with the system going online in late July / early August.

Note - final approval of the PILOT (Payment In Lieu Of Taxes) plan for the landfill PPA was voted on and approved at the Town Meeting. This will provide an annual payment to the town from Ameresco.

2 ESCO Status & Plans

The Investment Grade Audits (IGA) of Sudbury's municipal buildings and public schools have been received from Ameresco providing details on the engineering projects that are available to increase the energy efficiency and improve the conditions and / or operations of our municipal facilities.

Significant discussion revolved around the ECM's (Energy Conservation Measures) contained in audit documentation. Additional time is required to fully review the projects; however, early thoughts suggest more detailed, specific information for the measures (or groups of measures) will be needed to drill down to fully understand the design criteria and financial modeling. Close attention and evaluation of the modeled system operation, and system life vs. payback periods will be required.

It was decided to enlist the Peregrine Energy Group to help in this deep dive evaluation; this consulting work is being funded by a grant received by the town.

ACTION: Jim to review desired details required with Peregrine.

Note - a draft warrant article had been submitted at town meeting for the ESCO's Performance Contract. However, the committee deemed it was too early in the process to go forward and after a short explanation the committee motioned the warrant should be, and was, indefinitely postponed.

3 ERV update

This project is substantially complete with only a couple punch list items to be followed up on before final commissioning.

The state Green Community coordinator is scheduled to inspect the unit the week of June 3rd.

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4 Police station energy efficiency measures

The Committee continued discussion on energy efficient measures for the design of the Police Station.

First pass Energy Committee recommendations include:

- The buildings envelop and mechanical systems should be designed to be highly energy efficient.
- It must be built (and verified to meet) stretch code standards. This would be Sudbury's first municipal building built to the stretch code.
- It should be built LEED Certifiable.

Evolving thoughts for further discussion include:

- Require the architect / engineering design firm to have significant experience in all aspects of efficiency related building science.
- Require Energy Star for Commercial Buildings certification (may be redundant with stretch code)
- Investigate a variable refrigerant flow (VRF) HVAC system to allow waste heat from one area of the building to be utilized in other areas.
- Engage an Owners Project Manager who is well versed in building science.
- Engage a commissioning team to review and approve before final acceptance.
- Consider renewable energy for the site.

ACTION: Ed to investigate if energy efficient design assistance would be available for this project from NSTAR and/or NGRID.

5 Green Community Annual Report

Feedback was received from the State Green Community office on our submitted 2012 Annual Report. A slight clarification was asked for in two sections.

ACTION: Jim and Bill to follow-up.

6 MEI for future reports

MEI energy consumption data were discussed – questions still remain as to accuracy and timeliness of the data. This is a topic for further discussion with Kurt present and the MEI system up in real time.

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7 Committee structure

There was a preliminary discussion of committee structure: do we want to rotate Chairmanship, form sub committees to address specific issues, and / or change the structure in other ways? This topic is slated for more formal discussion in a future meeting.

Committee members were reminded that we have one vacancy and all members should be keeping their eyes open for qualified candidates.

8 Approval of meeting minutes:

Minutes from the March 19th and April 16th meetings were approved.

9 Other business:

July 24th SPS School Committee – the Facilities Director and Energy Committee will review preliminary ESCO Performance contracting details with the School Committee. Energy Committee members are asked to attend if possible.

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

- June – meeting not scheduled due to summer commitments.
- July 16th, 2013 – NOTE - prepare for the July 24th school committee meeting
- July 24th, 2013 - School Committee Meeting (ESCO review)
- August 20th, 2013
- September 17th, 2013

Adjournment: The Energy Committee meeting was adjourned at 9:10 pm.

Minutes submitted by: Edward Lewis, 31 May 2013