



Medway Energy Committee

Town of Medway
155 Village Street, Medway MA 02053

Tel: (508) 533-3264

Fax: (508) 533-3281

Shelley Wieler, Chair
Diane Borgatti, Member
David Brownell, Member
Peter Cooper, Member
John Foresto, Member
Charles Myers, Member
Robert Tucker, Member

Meeting Minutes: January 16, 2013
Medway High School

Approved: 2/13/13

Call to Order: This meeting was called to order by Chair Shelley Wieler at 7:05 p.m. The meeting was attended by the indicated MEC members and by Bob Ferrari, Chair Housing Authority, David D'Amico, Susy Affleck-Childs, Joel of Medway Community Farm and David Verdolino.

<u>Attendees:</u>	9/19/12	10/17/12	11/28/12	1/16/13	2/13/12	3/20/12	4/17/12	5/15/12	6/19/12
Shelley Wieler	X	X	X	X					
Diane Borgatti		X		X					
Dave Brownell	X	X	X	X					
Peter Cooper	X	X	X	X					
Charlie Myers	X	X	X	X					
Robert Tucker	X	X	X	X					
John Foresto	X		X	X					

Meeting Minutes:

A motion was made by Charlie Myers, seconded by John Foresto, to approve the meeting minutes of November 28, 2012. The motion was approved unanimously.

Presentation of Draft LEAP Plan

Erin Brandt and Helen Aki from the Metropolitan Area Planning Council (MAPC) provided a presentation for the draft Local Energy Action Plan (LEAP) developed for Medway. This is a three part plan including, Part 1) Evaluate Energy Profile, Part 2) Energy Action Strategies and Part 3) Appendix of methods used. Following the presentation, Erin recommended that the MEC select the next step projects sometime in February. The LEAP grant that MAPC has to support Medway will run for about one more year.

Shelley requested that all MEC members provide feedback on the LEAP actions by the February MEC meeting.

Discussion – Municipal Power Aggregation:

The committee reviewed the issues associated with the proposed Municipal Power Aggregation (MPA) plan. While the MPA would provide a means to fund energy conserving programs, it was decided that using this approach now would be premature. The MPA would transfer the electric supplier for many Medway customers to a lower cost supplier but the cost savings would be limited and it was decided that

more time for education would be needed before the MPA could be properly considered by the Town residents.

Charlie Myers placed the following motion before the MEC: “The MEC recommends to the BOS that the MPA be reviewed again by the end of 2013.” The motion was seconded by Diane Borgatti and was passed unanimously.

Furthermore, Charlie Myers made the following motion: “The MEC offers our recommendations on the prioritization of the energy conserving actions for 2013 to the BOS. These recommended priorities are:

- 1) Initiate the Municipal Net Metering Solar Program;
- 2) Implement recommended items from the TNT Audit. The MEC will develop a more detailed course of action that will be recommended to the CIPC and BOS.
- 3) Use the MAPC to help us implement LEAP document and coordinate a program with vendors, such as Next Step Living, to implement energy saving programs.”

This motion was unanimously passed.

Review of TNT Audit

A discussion of the TNT Municipal Energy Audit ensued. Peter Cooper said that the TNT Audit used differing approaches to evaluate the energy savings for certain items, in some cases using electric rates that are higher than we currently have. The TNT recommendation for a Memorial School energy control system has been submitted to the CIPC. An LED streetlight demonstration program is also being implemented.

John Foresto, Susy Affleck-Childs and David D’Amico agreed to review what TNT Audit items have been done. Susy recommended that a representative of MEC speak to the CIPC on 1-17-2013 as they will be meeting and making decisions regarding these topics.

Action Items:

Action	Assigned to	Deadline
Review TNT audit and reprioritize Town’s wish list for next round of Green Community funding. Verify Report is available to MEC.	Erin/Shelley	Completed
Meet to compare completed TNT action items and prioritize the remaining TNT energy saving measures to consider	John, Susy, Dave D’Amico	ASAP
Forward info on annual mileage related to retired police cruisers to be included in annual report	John	Completed
Obtain copy of draft LEAP from Erin	Shelley	Completed
Track down status of net metering RFQ	Shelley	ASAP
Forward RFQ relative to net metering to the committee	Susy	ASAP
Add webinars to MEC website	Shelley	ASAP
Forward Marshfield’s RFP documents relative to net metering to the committee	Dave V.	Completed
Provide Green Communities quarterly report to committee	Shelley	Each Quarter
Look into setting up energy related book section for Library	David B.	ASAP
Add Shelley as administrator to committee’s Google group	Michelle	Completed
Review how files can be stored on Town Website	John	ASAP

Report from the Chair:

Shelley attended a regional clean energy meeting.

Report from Members:

John Foresto said that the Medway Clean Sweep for Earth Day will take place on April 27th. He is looking for volunteers from the MEC to participate.

Continuing Education:

Charlie Meyers suggested that energy related webinars from DOER and others be archived on the MEC website.

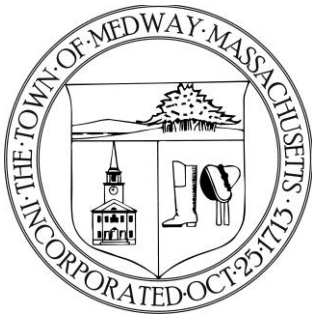
Future MEC Meeting Dates:

The committee agreed to meet next on February 13, 2013 at 7:00 PM. Location is to be determined.

Adjournment: With no further business before this Committee, John Foresto made a motion to adjourn. David Brownell seconded and the motion was unanimously passed to at 9:55 PM.

Respectfully Submitted,

David Brownell
Acting Night Board Secretary



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John Foresto, Member
Charles Myers, Member
Robert Tucker, Member

Meeting Minutes: February 13, 2013
Medway High School, 138-3

Approved: May 15, 2013

Call to Order: This meeting was called to order by Chair Shelley Wieler at 7:30 p.m. The meeting was attended by the indicated MEC members and Susy Affleck-Childs.

Attendees:	9/19/12	10/17/12	11/28/12	1/16/13	2/13/12	3/20/12	4/17/12	5/15/12	6/19/12
Shelley Wieler	X	X	X	X	X				
Diane Borgatti		X		X	X				
Dave Brownell	X	X	X	X	X				
Peter Cooper	X	X	X	X					
Charlie Myers	X	X	X	X	X				
Robert Tucker	X	X	X	X					
John Foresto	X		X	X	X				

Meeting Minutes:

A motion was made by Charlie Myers, seconded by Diane Borgatti, to approve the meeting minutes of January 16, 2013. The motion was approved unanimously.

Discussion of Draft LEAP Plan: Copies of the LEAP Plan were presented to committee and administrative town hall members for endorsement or recommendations. Diane Borgatti advised that School Committee needed clarity as to what were suggestions and what were expectations. The committee does not want the plan to dictate curriculum. Charlie stated that the plan is still in draft mode, no mandates have been given. The goal of the plan is to encourage schools to include concept in curriculum (Energy and Conservation relating to current educational standards to comply with Science policy and opportunities) as well as with and in after school activities.

Changes to the lexicon of the LEAP Plan for schools involvement were discussed and agreed as follows:

Part II – Action Strategies: Title of Page 8 should be changed to replace the word “Curriculum” with “Education” (this should also be reflected in the Table of Contents on II.i.)

The Action should read as follows: “Support and encourage energy issues and conservation within school science curriculum (as allowed within national and state curriculum standards) and activities that educate students and parents on clean energy science, policy and opportunities.”

Part I: The committee agreed with the perception of Charlie Myers that there are too many groups listed as action item “Key Implementers”, and one must lead and be held accountable. The committee recommended that the Implementer with primary responsibility be designated in the charts from pages I-23-24, I-27, and I-29 by bold type or underlining. The committee further identified additional key implementers for each action item on the above pages. Those pages have been scanned and are made part of this record.

Dave Brownell moved, and Diane Borgatti seconded, to make recommendation for Board of Selectmen to approve and adopt the LEAP plan as amended by MEC discussion this evening. Motion passed unanimously.

Discussion - Regional/Solarize Mass: The town is considering applying for the new Solarize Mass grant cycle that just opened at the end of January, since we currently have the MAPC LEAP staff to help. We will need to recruit a Solar Coach, and considering offering compensation beyond the grant allowance. We need to get verification whether \$1000 in Fiscal 13 can be pledged toward a stipend for Solar Mass Coach.

Feasibility of a solar farm needs Board of Selectmen to review. Backup systems to be handled via DPS, PD, and lead by Emergency Management Team. Shelley to be lead liaison, Diane Borgatti and John Foresto volunteered to assist.

Shelley Wieler moved, and Dave Brownell seconded, to authorize Shelley Wieler to offer Solar Mass grant application \$500 of available money from MEC FY2013 budget. Motion passed by majority. Charlie Myers opposed.

Shelley Wieler moved, and Charlie Myers seconded, to endorse the current Solarize Mass grant round application that is due February 20, 2013. Motion passed unanimously.

Discussion – NetMetering: The committee discussed the benefits of the NetMetering project as proposed by Joe Fitzpatrick. Charlie found no down side to this contract. Note to remember; contract is void as soon as any state law changes are made. He recommended that the town review a sample contract. John Foresto moved, and Diane Borgatti seconded, to recommend that Suzanne engage a second consultant and to include Dave Brownell and Charlie Myers on the group reviewing the plan. Motion passed unanimously.

Update on Regional Energy Manager: Shelley stated that there is interest from Sherborn to hire a regional energy manager for 2-3 towns. This would be an Independent Contractor position that has been forecasted for Fiscal 14 and that Suzanne Kennedy has stated her intent to include \$35k in budget. There would need to be a job description framed for position, but the committee is in favor of the concept. Municipal aggregation could provide a funding source if necessary.

Fuel Efficient Vehicles: DPS to lead the Electric Vehicles Charging stations progress. The outreach process to be handled from MEC. Need to encourage outside providers with DPS to lead, need PD and FD as well as schools to assist. Interest noted in providing a station for employees, open to the public, at Cybex Corp.

Update Status of TNT Audit:

Audit progress chart from Suzy distributed. MEC to discuss, review, and prioritize at next meeting on 3/20. Points made this meeting were: items needing completion with anything with less than a 5 year payback should be done this year. Do nothing with Highway Barn as it will be down in 2016. Charlie stated a need to view Green Communities status as if there were no future grant monies to access. Building envelope improvements with payback of over 10 years can be chipped away at in future budgets.

Charlie Myers moved, and Diane Borgatti seconded, for CIPC to approve TNT energy audit recommendations with payback of 5 years or less up to a total of \$25K for funding from Board of Selectmen. Motion passed unanimously. John Foresto to communicate this to B.o.S. and to CIPC.

Action Items: (Former completed Items removed)

Action	Assigned to	Deadline
Meet to compare completed TNT action items and prioritize the remaining TNT energy saving measures to consider	John, Susy, Dave D'Amico	ASAP
Track down status of net metering RFQ	Shelley	Completed
Forward RFQ relative to net metering to the committee	Susy	Completed
Add webinars to MEC website	Secretary	Ongoing
Provide Green Communities quarterly report to committee	Shelley	Each Quarter
Look into setting up energy related book section for Library	David B.	Completed
Review how files can be stored on Town Website	John	ASAP

Action	Assigned to	Deadline
Inform MAPC of proposed LEAP Plan changes	Shelley	Before Mar. 4
Inform B.o.S. of MEC approved recommendations	Shelley	Before March
Job Description – Regional Energy Manager	Charlie	ASAP

Report from the Chair:

Visited with CIPC to get Solarize Mass grant pulled together and met with Cybex, Susy Affleck-Childs, and Erin Brandt regarding EV Charging Stations.

Report from Members:

Suzy got approval from Dept of Energy Resources for LED street light order to re-purpose green communities grant balance, no installation target date given yet. Still need to do a final report on green communities grant, not just quarterly report, need final costs and invoices before DOER can audit. Dave Brownell met with Margaret at the Medway Library, who runs library programs. He suggested that MEC sponsor two energy related programs per year, and supply books for an Energy Corner. The committee agreed to consider budget requests for future programs when presented for sponsorship. Dave will remain liaison on efforts at the library.

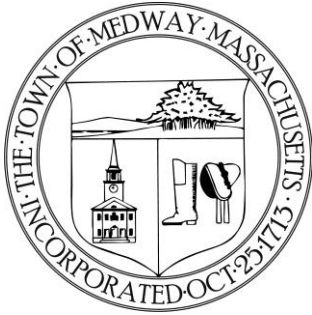
Future MEC Meeting Dates:

The committee agreed to meet next on March 20, 2013 at 7:00 PM. Same location.

Adjournment: Diane Borgatti moved, and John Foresto seconded, to adjourn at 9:55 pm. Motion passed unanimously.

Respectfully Submitted,

Michele Grant
Night Board Secretary
Energy Committee



Medway Energy Committee

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John Foresto, Member
Charles Myers, Member
Robert Tucker, Member

Meeting Minutes: April 17, 2013
Medway High School, 138-3

Approved: May 15, 2013

Call to Order: This meeting was called to order by Chair Shelley Wieler at 7:05 p.m. The meeting was attended by the indicated MEC members, Carter Wall from Broadway Renewable Strategies, Dave Verdolino, and invited guest Steve Meliniak.

Attendees:	9/19/12	10/17/12	11/28/12	1/16/13	2/13/12	3/20/12	4/17/12	5/15/12	6/19/12
Shelley Wieler	X	X	X	X	X	no	X		
Diane Borgatti		X		X	X	meeting	X		
Dave Brownell	X	X	X	X	X		X		
Peter Cooper	X	X	X	X			X		
Charlie Myers	X	X	X	X	X		X		
Robert Tucker	X	X	X	X					
John Foresto	X		X	X	X		X		

Meeting Minutes:

A motion was made by Charlie Myers, seconded by Dave Brownell, to table the meeting minutes of February 13, 2013 to the next meeting May 15, 2013 in order to fill in missing motions. The motion was approved unanimously.

Broadway Renewable Strategies Presentation: Carter Wall attended meeting to review the site on the Energy Committee webpage that ties into the kiosk at the High School and Middle School, as well as discuss the installation at both schools. We found that the Middle School link has been working, however the High School link shows no update recently (kiosk is fine). When information was distributed to committee members showing comparative kwg for January through March 2011 thru 2013, the percentage of actual over modeled expected performance each year. Carter stated that the good weather is what helps performance numbers. Charlie asked why there was a shortage on actual at High School as compared to Middle School in December 2012, Dave Verdolino stated there were issues in December, unsure of cause. During construction, panels needed to be removed and reinstalled. Broadway not worried about changing/modifying the plan due to reinstalled panels. Jeff Wooten has been looking into areas with potential for more panels in open locations, he has been working with the town committee members including Dave D'Amico, Dave Verdolino, Suzy Affleck-Childs, and Suzanne. As far as installation packages Charlie asked when site isn't producing, what technology is used to notify. According to Carter; analytics send an alert to her via an app as well as absolute analytics personally, by comparing locations close to each other, as well as modeling historic data. Discussion arose regarding energy storage coverage, will it cover the grid? According to Carter, storage for regulation markets are on spinning reserve, New England is a small market, not too worried at this point. Carter also asked how the solar street lights are working out. She then offered to guide tours at the Middle School and High School for the students to get an onsite look at the installation and how it all works. Diane was going to mention at her next meeting.

Discussion of Water Treatment Plant: As motioned by Charlie Myers and seconded by Chair Shelley Wieler; article 20 needs modification on floor. Article does not state PPA.

Discussion of Draft LEAP Plan: The Board of Selectmen ratified the plan at the March meeting. Offering Energy Evaluations solicit to towns people of doing work. Chair Shelley Wieler did not endorse any vendors as she was awaiting endorsements from MAPC. Peter Cooper had Next Step Living come to his home and take an estimate. Although the team was nice, there was some disorganization in what should have been done in an afternoon took two visits to the home. Peter did say they are the new kid on the block and are pushing all the buttons they can to expand their business. Shelley has put on her action items to invite a person from CSG to come speak at an MEC meeting (as a third vendor option).

Discussion - Regional/Solarize Mass: Steve Meliniak has volunteered to assist Dan Cooper to be community coach, Erin and Ani were instrumental in gathering documentation. The effort is moving forward, should be receiving money soon for marketing (Thermometer banner), looking at 6 months to get it done. Clean energy center is looking for select group of vendors to submit qualifications to 10 towns including Medway. The submissions will be reviewed and top three will be chosen by May 1st, they would like to have vendors and communities matched by May 10th. A Solar Consultant also gets involved in this process. Solarize Mass group will be ready by Pride Day May 18th with a vendor table, should be a press release coming soon. As Solarize Mass gets people to sign up, it turns into viral marketing, this has proven true in previous towns that have driven the product.

Discussion – NetMetering: As motioned by Charlie Myers and seconded by Chair Shelley Wieler, the net metering agreement is in need of revisions. Also the net metering cap is getting close therefore, trying to get projects completed soon. State has advised that what comes next after cap is it will be extended dependent on the budget cycle calendar and utility rate discussion.

Update on Regional Energy Manager: Sharing an Energy Manager with Sherborn was discussed. Discuss with town getting more money from Municipal Aggregation budget. Charlie Myers stated that he doesn't want to tie a Regional manager for town. There should be two separate discussions one regarding Regional and the other Town. MAPC could help manage/supervise the position. If Medway was to be part of a regional effort, Sherborn is out of reach. Charlie believes that the region to join should be; Millis, Milford, Medway, Bellingham. If Medway only needs a part time position. Dave Brownell suggested advocating more monies from Green Communities budget toward Administration, need to have a grant written for monies rather than aggregation which may backfire. If cannot get backing from community up front, it will be a challenge. Charlie stated that with ever changing technologies, we need a manager to track, see how to save the town money.

Fuel Efficient Vehicles: Discussion regarding fuel efficient vehicles was between Charlie Myers and John Foresto. As mentioned in warrant articles under other items of meeting, there will be approximately \$75,000 for the town to purchase three vehicles. Charlie Myers proposed as betterment charge to install plug-ins at commercial buildings, shopping centers, residential apartment buildings, and other buildings where handicapped parking is accessible. Charlie states this will pay in dividends as it deploys. This will be discussed further at May meeting as John Foresto couldn't stay for whole meeting.

Report from the Chair: Shelley invited Carter Wall from Broadway Renewable Strategies to join meeting and give presentation on their services for schools and town.

Report from Members: Dave Brownell donating Energy Conservation book to library. Also would like to get the author from Millis to come speak at the library.

Continuing Education: Reminder to save the date; May 31st at the Federal Reserve Plaza in Boston is holding the MAPC Clean Energy Forum

Action Items: (Former completed Items removed)

Action	Assigned to	Deadline
Invite Conservation Services Group to speak at upcoming meeting.	Shelley	ASAP
Send link to all members to comply with online ethics	Shelley via Michele	ASAP
Meet to compare completed TNT action items and prioritize the remaining TNT energy saving measures to consider	John, Susy, Dave D'Amico	ASAP
Add webinars to MEC website	Secretary	Ongoing
Provide Green Communities quarterly report to committee	Shelley	Each Quarter
Review how files can be stored on Town Website	John	ASAP
Job Description – Regional Energy Manager	Charlie	ASAP

Future MEC Meeting Dates:

The committee agreed to meet next on May 15, 2013 at 7:00 PM. Medway High School Rm 138-3.

The following meeting will be on June 19, 2013 at 7:00 same location.

July and August meetings to be postponed for summer vacations.

Adjournment: Dave Brownell moved, and Diane Borgati seconded, to adjourn at 9:05 pm. Motion passed unanimously.

Green Communities Grants: According to Charlie Myers; The State needs to audit and won't happen before next grant proposal date. Dave Brownell suggested lets push and see what can be done as Medway has been waiting on the State. Dave recalls that the budget per Suzy was \$128,000, the formula depends on size of town and population to get the fixed base. Chair Shelley Wieler stated to stay on plan. There was discussion amongst group as to whether the town has resources to submit a grant, it was questionable, Gino can write a grant but to have an Energy Manager would be much more resourceful.

Other items: A. Started meeting with John Foresto reviewing warrant articles.

2nd article: Three police cruisers going to auction in order to bring in \$75,000 for fuel efficient vehicles for town. These according to John will be Ford make vehicles. Charlie suggested electric as maintenance is less expensive and also stated that Honda hybrids have good record and can certainly get three with \$75,000

B. Suggested Memberships: Chair Shelley Wieler suggested Bob Ferrari (Housing Authority Representative) to join MEC, he will need to submit an application but seemed quite interested. Chair Shelley Wieler also suggested Steve Meliniak (ties to Solarize Mass) Charlie Myers stated it could be a conflict of interest but where it is a volunteer position it may not be a problem.

C. Medway Pride Day was discussed to see if MEC needed to have a separate presence there, the answer was no unanimously.

D. Chair Shelley Wieler asked members if they had time to notice the new lights installed on Summer and Holliston Streets, was interested in feedback.

Respectfully Submitted,
Michele P. Grant
Night Board Secretary



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Robert Tucker, Member

Meeting Minutes: May 15, 2013

Medway High School, 138-3

Approved: June 19, 2013

Call to Order: This meeting was called to order by Chair Shelley Wieler at 7:00 p.m. The meeting was attended by MEC members as shown below, Dan Hooper: Solarize Medway Coach, Suzy Affleck-Childs, and Edward Whitaker: invited guest from 2nd Generation Energy

Attendees:	9/19/12	10/17/12	11/28/12	1/16/13	2/13/12	3/20/12	4/17/12	5/15/12	6/19/12
Shelley Wieler	X	X	X	X	X	no	X	X	
Diane Borgatti		X		X	X	meeting	X	X	
Dave Brownell	X	X	X	X	X		X	X	
Peter Cooper	X	X	X	X			X	X	
Charlie Myers	X	X	X	X	X		X	X	
Robert Tucker	X	X	X	X				X	
John Foresto	X		X	X	X		X	X	

Meeting Minutes:

A motion to approve the February 2013 minutes was moved by Charlie Myers and seconded by Diane Borgatti
A motion to approve amended (as discussed) April 2013 minutes was moved by Charlie Myers and seconded by Diane Borgatti.

Discussion: Solarize Mass: Suzy Affleck-Childs summarized by advising that the vendor selection team which included herself, Dan Hooper and Steve Maliniak together with DOER and CEC reps reviewed submissions from 8 vendors, and interviewed 3 vendors intensely. 2nd Generation Energy was the first choice of Medway's selection team There will be a kickoff "Meet the Installer Night" on June 5th. Suzy also presented a Solarize Mass banner for Medway Pride Day on May 18th.

2nd Generation Energy: Edward Whitaker came to the meeting to discuss what has been a very quick process to teaming up with Medway which was a first choice for them. There were questions from the committee regarding monitoring which were answered. We will be supplied with collateral documentation for town/residents interested as well as demonstrations

Discussion Pride Day: Shelley asked if there were any volunteers available for Pride Day to work with the Solarize team since there will be no Energy Committee table. Dave Brownell volunteered to be available as well as Dan Hooper.

Report from the Chair:

- Shelley attended the MAPC conference in April, there a lot of good ideas, but most presentations and vendors there were things that the committee is already aware of. It was valuable as a refresher.
- Shelley asked how the committee wants to be advised on upcoming continuing education and it was unanimous to pass along information via the Google groups email thread as well as post to the Medway Energy website.
- Shelley congratulated the Solarize team which made a very intense effort to review vendor submissions and choose a vendor they believe will be a good partner for Medway.
- Shelley recently found out that the \$1250 annual budget for MEC went to \$0 at town meeting for FY14. As this process begins in November, we did not have a board secretary, and were not consulted for budget submissions. Allison is to get answers and push for emergency funding back to the MEC. John mentioned that this should be an easy fix and to keep planning the public programs as usual.
- Bob Ferrari has indicated a willingness to be the liason for the energy committee for the Housing Authority. His membership is pending approval from the Board of Selectmen.

Report from Members:

- Charlie mentioned the current push is now hydro for clean energy center, going to possibly test at the Mill.
- Dan mentioned that Medway is very lucky to have been teamed up with 2nd Generation Energy as this process went fast since the last meeting.
- Suzy advised that the DOER announced the electric vehicle grant to municipalities is \$7500 for complete electric vehicle or \$5000 for hybrid vehicles. There will be a number of workshops coming up on this. The town cannot get this funding without charging stations. Town needs to apply for these grants by June. Suzy did the webinar and will forward the notes to the appropriate people including the MEC Google Groups link for review by the committee.
- Shelley and Bob discussed needing the town by-laws for charging stations for new developments, need to have a meeting with the Planning Board to discuss the possibilities. This is especially important since the State emissions will be 0 by 2015. Suzy mentioned the Planning Board is straight out for two months, she would like the board to attend an MEC meeting regarding site recs, she thought it would also be a good idea to speak with people of Shaw's that may entertain the idea, Shelley agreed with Suzy's points.

Action Items: (Former completed Items removed)

Action	Assigned to	Deadline
Invite Conservation Services Group to speak at future meeting.	Shelley	ASAP
Send link to all members to comply with online ethics	Shelley	Complete
Build a spreadsheet for Grant ideas and prioritize	Shelley & Michele	Ongoing
Meet to compare completed TNT action items and prioritize the remaining TNT energy saving measures to consider	John, Susy, Dave D'Amico	Complete
Add webinars to MEC website	Secretary	Complete
Provide Green Communities quarterly report to committee	Susy	Each Quarter
Review how files can be stored on Town Website	John	Ongoing
Need to find a non-profit facility for 10kw demo for 2 nd Generation Energy	Shelley	Ongoing
Invite Planning & Economic Development Board to Energy Committee Meeting	Susy	This summer

Future MEC Meeting Dates:

The committee agreed to meet next on June 19, 2013 at 7:00pm at same location MHS Room 138-3. July and August meetings to be postponed for summer vacations.

Adjournment: Diane Borgati moved, and Charlie Myers seconded, to adjourn at 8:30 pm.

Respectfully Submitted,

Michele P. Grant
Night Board Secretary



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Meeting Minutes: June 19, 2013
Medway High School, 138-3

Approved: Nov.20,2013

Call to Order: This meeting was called to order by Chair Shelley Wieler at 7:10 p.m.

The meeting was attended by MEC members as shown below, Susy Affleck-Childs, and PEDB members Andy Rodenhiser, and Matt Hayes, and resident Alyssa Rodenhiser.

Attendees:	9/19/12	10/17/12	11/28/12	1/16/13	2/13/12	3/20/12	4/17/12	5/15/12	6/19/12
Shelley Wieler	X	X	X	X	X	no	X	X	X
Diane Borgatti		X		X	X	meeting	X	X	
Dave Brownell	X	X	X	X	X		X	X	X
Peter Cooper	X	X	X	X			X	X	X
Charlie Myers	X	X	X	X	X		X	X	
Robert Tucker	X	X	X	X				X	X
John Foresto	X		X	X	X		X	X	X
Matt Hayes									X

Meeting Minutes: A motion to approve May minutes was moved by John Foresto and seconded by Bob Tucker, unanimous assent.

Conservation By-law ideas/incentives: The PEDB attended meeting to discuss matters of mutual concern including by-law questions and ideas on incentives for residents and businesses looking to conserve energy and resources from the town in addition to other incentives that are offered by utility companies or Mass Save. Bob stated that the best way to reach developers is at the Pre-Application phase. We could offer a checklist with ideas and techniques.

Various ideas for energy-saving incentives included:

- Electric Vehicle Charging Stations:
 - The markets for charging stations are consumer and employee.
 - According to Bob and Andy the incentives/rewards can be made a by-law where the town can capitalize on the charge stations.
 - Matt thought the idea of hanging signs highly visible to residents re.charging stations could be advantageous.
 - Andy suggested that parking density could be increased if there were charging stations.
- Alternative Fuel Stations (ie. Natural Gas)
 - Safety and visual aesthetics were discussed.
 - Peter had advised a space like for a propane tank would be required.

- Dave B advised that fast fill can be very expensive to install: in the range of \$1M where slow fill would be better. However, the group decided that slow fill was not feasible for off-site fleet maintenance due to labor costs.
- Andy, Susy, and Bob all discussed the fact that above ground tanks are only necessary in towns with high water tables but it seems to be the new pattern.
- Wind / Solar zoning for ground-based arrays
 - Current zoning only allows ground-based solar at the power station land.
 - Highest and best use of land was discussed in terms of encouraging ‘back-lots’ use for solar arrays, while prime land can be used for industry and jobs.
 - Wind is considered a poor investment in Medway.
 - Wetlands were considered for solar, but there would be conservation back-lash.
 - Andy mentioned the possibility of solar panels above parking lots, this would be costly but in long haul could save money during winter months of plowing, and provide summer shade. It also provides poles for EV charging outlets.
- Green Communities grant funding for energy improvements
 - Matt asked about the grant implications of enacting energy-specific by-laws. Shelley explained the Green Community status is a 5 year plan to reduce the carbon footprint by 20% from municipality usage, and that LEAP is the outreach to commercial and residential. Every little bit the town does is good for future grants.
- Building envelope improvements / Stretch Code
 - Medway adopted the Stretch Code, but there is uncertainty about its expiration / re-approval requirements. Shelley will get clarification & communicate to the group.
 - Developers who exceed the stretch code could be rewarded with density increases.
 - Permit fees could be waived for specific energy-conservation-related installations.
 - Andy mentioned that basic HVAC and appliance upgrades could be encouraged for all residents.
 - Nstar, Next Step Living, and Conservation Services Group provide free energy audits – the latter two provide contractors to implement the improvements.
- Electric or Fuel-efficient vehicles – possibility of offering a reduction in excise tax.

The two boards agreed that

- the Energy Committee will make a list of suggestions for energy conservation that can be distributed;
- the LEAP team from the MAPC will be approached to provide By-Law recommendations and research other communities’ programs and incentives, specifically for developers;
- the boards will meet again in the fall to outline a By-Law plan for the Spring 2014 town meeting.

Adjournment of PEDB meeting: Matt moved to adjourn at 8:10, Bob Tucker seconded, approval unanimous.

Energy Committee meeting continued:

Report from the Chair:

- Attended the Solar Installer Meet up which is now being aired on cable, approx 50 households attended;
- During the Historic House Tour Shelley passed out Solarize Mass flyers, approx 120 people attended;
- Purchasing black panels for her barn, tax incentives are there but payback not credited until tax season.
- A solar array of 5 kw increases a home’s value by approx. \$17,000.
- Finding a bit of disarray with new vendor, most likely caused by staff changes, disorganized, hoping it will settle down with time.

Report from Members:

- Dave Brownell had a 2nd Generation visit to his home and was advised that solar is not feasible due to tree cover. Shelley asked for feedback as to how our vendor should respond if a site doesn't work for solar. According to Susy; 2nd Generation is obligated to give alternative information to non-feasible locations. Bob advised that he thought it be best to give the alternative options to all residents and businesses. As well as 2nd Generation Energy, there is Mass Save ie. Next Step Living, CSG at their choice, fuel efficient vehicles, solar hot water from the ground etc.
- Susy mentioned that the Solarize Mass flyer will be included in the June tax mailing
- Shelley mentioned that recommendations as simple as behavioral changes can make a difference, change out light bulbs for energy efficient one, turn lights out, turn water off when brushing teeth, etc. Future action: putting together a list that could eventually be posted to MEC.
- Susy mentioned that there will be a presentation by the Solar Coach on Monday June 24th at the Medway Lions Meeting.
- Susy also mentioned that Solar at the Fire Department is on the agenda for BOS approval at the meeting next week.
- Susy advised that Solarize Mass is working on various forms of outreach including a video on cable to explain vendor installation.
- Susy presented at a panel discussion with other towns on what Medway has been doing so far and compared to the other towns she stated that Medway stacks up well.
- Peter Cooper had a question regarding Article 16 in the town warrants regarding the \$53K for HVAC at town hall and was curious as to what it entailed. Susy advised that Dave D'Amico would know more.

Future Meeting Topics:

- By-law feedback
- Invite Conservation Services Group to a fall meeting
- Create Grant priorities spreadsheet as a running list and make visible to other departments from website
- Invite Kelly Brown to fall meeting to discuss grants, grant writing, big projects, Stretch Code roll-over.

Action Items: (Former completed Items removed)

Action	Assigned to	Deadline
Email Suzanne on Mass Energy site, update Solar contribution	Shelley	ASAP
Fwd By-law discussion items to LEAP group for input	Shelley	ASAP
Build a spreadsheet for Grant ideas and prioritize	Shelley & Michele	Ongoing
Review how files can be stored on Town Website	John	Ongoing
Need to find a non-profit facility for 10kw demo for 2 nd Gen	Shelley	Done-Fire Station
See what by-laws need to be written/incorporated into stretch code as there is only 6 months left	Shelley	Ongoing
Gather a list of incentive ideas to see what is feasible and meet again with DEPB in fall	MEC members	Ongoing
Provide Green Communities quarterly report to committee	Susy	Each Quarter
Communicate list of incentives to residents that do not have the solar option. HVAC products, Utility savings and how	Shelley/members	Ongoing
Review what monies still have from LEAP grant (speak to Erin)	Susy	Fall meeting
Invite Conservation Services Group to speak at future meeting	Shelley	Fall meeting

Action	Assigned to	Deadline
Invite Capital Improvement Committee to future meeting	Shelley	Fall meeting

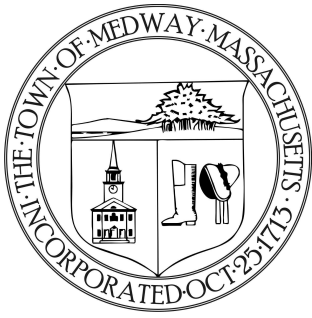
Future MEC Meeting Dates:

The July and August meetings to be postponed for summer vacation, September 18 will be the next meeting, location to be determined.

Adjournment of MEC meeting: Dave Brownell moved, and Peter Cooper seconded, to adjourn at 8:55 pm.

Respectfully Submitted,

Michele P. Grant
Night Board Secretary



Medway Energy Committee

Town of Medway

155 Village Street, Medway MA 02053

Tel: (508) 533-3264

Fax: (508) 533-3281

Shelley Wieler, Chair

Diane Borgatti, Member

David Brownell, Member

Peter Cooper, Member

John Foresto, Member

Charles Myers, Member

Robert Tucker, Member

Carey Bergeron, Member

*Lawrence Ellsworth,
Member*

**Meeting Minutes: September 18, 2013
Medway High School, 138-3**

Approved: Nov.20,2013

Call to Order: This meeting was called to order by Chair Shelley Wieler at 7:15 p.m.

<u>Attendees:</u>	9/18/13	10/16/13	11/20/13	12/18/13	1/15/14	2/19/14	3/19/14	4/16/14	5/21/14	6/18/14
Shelley Wieler	X									
Diane Borgatti										
Dave Brownell	X									
Peter Cooper										
John Foresto										
Charlie Myers	X									
Bob Tucker										
Carey Bergeron	X									
Larry Ellsworth	X									

Welcome New Members: Welcome Medway Energy Committee's newest members Carey Bergeron and Larry Ellsworth. Carey comes to the Committee with past experience after serving on the Brookline Committee, she has energy related experience as an Engineer and Attorney. She is a Medway resident now with a young family and enjoys being part of a new green community. Larry has been a resident of Medway and has served on FinCom and other committees. Welcome Carey and Larry.

Meeting Minutes: A motion to approve June minutes was postponed due to no quorum of meeting attendees.

Update Solarize Mass:

There was a delay in the program in July due to confusion about the SREC program. The current SREC program credit 1 SREC/1000 KWh of metered production, and is fully subscribed. However, new interpretation by the Mass DOER will insist that qualifying projects must be 100kw or less, and must break ground in 2013. The future SREC program systems are expected to offer an SREC per much higher production output, around 2500 KWh.

The end date for the Solarize Medway program to sign contracts is September 30th. Due to the SREC delay, and the fact that the program began a month late, we need to lobby for an extension to the program deadline. CEC have committed verbally to extend to October 31.

The Chair received a letter from Jeff Herman (currently doing installs independently of the Solarize Medway program), he would like to voice his concerns that some contracts are not the best deal possible. We have a credible vendor and are positioned well in our opinion.

Thanks to the purchase of 1720kw at Medway Mills, the community is now at Tier 5, lowest pricing. Medway is booking into November for installs.

Action Items: (Completed Items Removed)

Action	Assigned to	Deadline
Forward By-law discussion items to LEAP group for input	Shelley	ASAP
Build a spreadsheet for Grant ideas and prioritize	Shelley & Michele	October
Review how files can be stored on Town Website	Michele speak to IT	Ongoing
See what by-laws need to be written/incorporated into stretch code as there is only 6 months left to current code	Shelley	Ongoing
Gather a list of incentive ideas to see what is feasible and meet again with DEP in fall. Warrant closed 9/13 for November.	MEC members	Call in PEDB for November meeting
Provide Green Communities quarterly report to committee	Susy	Each Quarter
Communicate list of incentives to residents that do not have the solar option. HVAC products, Utility savings and how	Sub-Committee	Ongoing
Review what monies still have from LEAP grant (speak to Erin)	Susy	Fall meeting
Invite Conservation Services Group to speak at future meeting	Shelley	Invite Issued
Invite Capital Improvement Committee to future meeting	Shelley	Invite Issued
Net metering progress report from Regional Energy Manager sub-committee	Larry & Shelley	Ongoing
Write letter to Dave Verdolino regarding ongoing night energy usage, summer months should decrease usage.	Shelley	October
Draw up a graph of usage at schools through summer months	Dave	October
MA Energy Insight	Dave	October
Reiterate short term energy audit payback items to Dave	Shelley via Susy	October

D'Amico		
Recommend to town green tag for all email messages. This "tag" to be advocated by MEC. Gather suggestions to consider environment.	Committee	Ongoing

Report from the Chair:

- Shelley briefly described what has been on the agenda in 2013 to the new members and caught them up on Solarize MASS efforts as well as the LEAP Plan grant process.
- Shelley advised that the LEAP staff is ready to help write grant applications if needed for energy-related projects.
- The parade was discussed briefly as 2nd Generation Energy was going to be in the parade with a fuel efficient Toyota Prius and a banner, had hopes of getting committee members to possibly walk with the banner.
- There has been no feedback from community regarding the new LED street lights. This is good news.
- MAPC helping with regional development of LED street lights. Charlie mentioned they should include lights at schools as well as parking lots for the LED Light Grant.
- MAPC is promoting hiring Regional Energy Managers; they are working with the towns of Arlington and Bedford to write the job description, how to allocate hours and responsibilities by town. Susy Affleck-Childs and Suzanne Kennedy are working with MAPC to find and hire appropriate person.
- Chad Laurent had suggested to contact Borego from the Plimpton Project regarding Net metering.
- Charles River Pollution Control Group has shown recent interest in Green Communities goals.
- DOER has a new grant opportunity for Owner/Agents/Tech Expert to investigate specific options for communities.

Report from Members:

- Charlie advised that the town now has four fuel efficient vehicles on order for inspectors and schools, the vehicles are three Ford Fusions and one Ford Escape. According to Charlie the Cities and State are all going to participate in a group to set a mandate goal. The State is hoping to have 150 vehicles in place by 2015.

Old Business:

The budget for the Energy Committee was not fulfilled at the annual town meeting. Shelley motioned to request a warrant article for funding appropriation for the MEC at the fall town meeting. Charlie amended to request \$800 budget for appropriation, Larry seconded, and vote in favor was unanimous.

Future Meeting Topics:

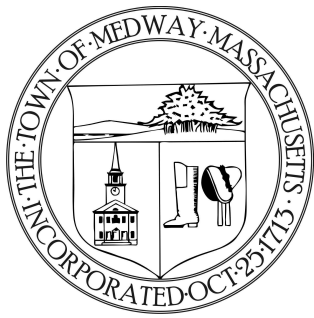
- Discussion on PEDB by-law efficiency recommendations
- Discuss CIPC requests. Their mailing deadline is upcoming for 2015 – the Capital Improvement Planning Committee needs to make Energy Efficiency part of their mission. Mission Statement for MEC is to invite CIPC members to October meeting. If they push back, we will send a volunteer from the committee to evaluate the proposals etc.

Future MEC Meeting Dates:

The meeting dates through the end of 2013 are: October 16, November 20, and December 18.

Adjournment of MEC meeting: Shelley motioned to adjourn at 8:50pm, Charlie moved, and Larry seconded.

Respectfully Submitted,
Michele P. Grant
Night Board Secretary



Medway Energy Committee

Town of Medway

155 Village Street, Medway MA 02053

Tel: (508) 533-3264

Fax: (508) 533-3281

Shelley Wieler, Chair

Diane Borgatti, Member

David Brownell, Member

Peter Cooper, Member

John Foresto, Member

Charles Myers, Member

Robert Tucker, Member

Carey Bergeron, Member

*Lawrence Ellsworth,
Member*

**Meeting Minutes: October 16, 2013
Medway High School, 138-3**

Approved: 11/20-2013

Call to Order: This meeting was called to order by Chair Shelley Wieler at 7:15 p.m.

Attendees:	9/18/13	10/16/13	11/20/13	12/18/13	1/15/14	2/19/14	3/19/14	4/16/14	5/21/14	6/18/14
Shelley Wieler	X	X								
Diane Borgatti										
Dave Brownell	X									
Peter Cooper		X								
John Foresto										
Charlie Myers	X	X								
Bob Tucker										
Carey Bergeron	X	X								
Larry Ellsworth	X									

Meeting Minutes: A motion to approve June and September minutes was postponed due to no quorum of meeting attendees.

Update Solarize Medway Program:

- The deadline has been officially extended to October 31st.
- A third "Meet the Installer" meeting was held in September at the library, workshop was quiet, with few attendees.

- A final report from Solarize Medway will be sent next month.

Action Items: (Completed Items Removed)

Action	Assigned to	Deadline
Build a spreadsheet for Grant ideas and prioritize	Shelley & Michele	November
Review how files can be stored on Town Website; Drop box folder is option that Sean Peplinski is working on for MEC	Michele	In process with Sean, IT Mgr
By-law discussion, review preliminary list	Shelley	November
Gather a list of incentive ideas to see what is feasible and meet again with DEP in fall.	MEC members	Call in PEDB for November meeting
Provide Green Communities quarterly report to committee	Susy	Each Quarter
Draw up list of incentives to residents that do not qualify for solar: HVAC products, Utility savings, etc	Sub-Committee	Ongoing
Review what monies remain in LEAP grant (speak to Erin)	Susy	Fall meeting
Conservation Services Group to speak at future meeting	Shelley	November
Invite Capital Improvement Committee to future meeting	Shelley	Done, Declined Invite
Write letter to Dave Verdolino regarding ongoing night energy usage.	Shelley	Complete, no response fm DV
Draw up a graph of usage at schools through summer months.	Dave	October
MA Energy Insight update	Dave	October
Recommend that town add green tag to all email messages. This "tag" to be advocated by MEC. Gather suggestions to consider environment. Want to have 3 options.	Committee	Ongoing

Report from the Chair:

- Due to lack of quorum this will be an informational meeting only.
- Regarding Net-metering, the town is getting closer to signing, saving \$80k/year given current town usage of power, including the schools. The school's solar PPA projects are on hold due to the condition of the McGovern and Burke/Memorial school roofs, pending the results of an upcoming inspection.
- Susy attended the MAPC meeting that included a presentation on the new MAPC Municipal Clean Energy Toolkit - link here: <http://www.mapc.org/clean-energy>
- MEC Members are expected to attend the Town Meeting on November 18th in the High School Auditorium at 7pm.
- The Board of Selectmen put out a request to Capital Improvement Planning Committee to short list the TNT audit items for priority. Charlie would go to the meeting if they have any energy issues to put on the agenda to discuss.

Report from Members:

- Charlie Myers advised that CEC sent shirts to Solarize Mass.
- John Foresto reported to Shelley that the Board of Selectmen have put the \$800 for MEC on the town warrant for fall meeting.

- He also reported that Board of Selectmen is in talks with Charles River Pollution District to join the Net-metering program.
- Peter was hoping to attend the Community Choice Aggregation Effort Info Session put on by the MAPC on October 21.

Presentation from Conservation Services Group: Presentation postponed

Discuss MEC options wish to submit to MAPC for grant opportunities: This will be discussed in November when MEC has a quorum.

Future Meeting Topics: MAPC grant opportunities will be on November 20th agenda

Future MEC Meeting Dates:

The meeting dates through the end of 2013 are: November 20th, and December 18th.

Adjournment of MEC meeting: Shelley motioned to adjourn at 7:55pm

Respectfully Submitted,
Michele P. Grant
Night Board Secretary