



**GREEN ADVISORY BOARD
MINUTES
OCTOBER 20, 2014
ACTON MEMORIAL LIBRARY – CONFERENCE ROOM
486 MAIN STREET**

MEMBERS PRESENT: Eric Hudson, Mary Smith, Bruce Friedman

ASSOCIATE MEMBERS: Renato Nakagomi, Padamaja Kuchimanchi

SELECTMAN LIAISON: Peter Berry

MUNICIPAL PROPERTIES DIRECTOR: Dean Charter

ENERGY CONSERVATION ANALYST: Pamela Cady

RECORDING SECRETARY: Andrea Ristine

VISITORS: Lia Colabello, Jenny Fialkoff

6:44 Meeting called to order.

Regional School District Relationship

Peter Berry distributed the draft memo from the Town Manager to Meg Lusardi, the Director of the Green Communities Division at the Massachusetts Division of Energy Resources (DOER) regarding the current relationship between the Town and the new Regional School District [[Document 010 @ http://doc.acton-ma.gov/dsweb/View/Collection-6490/Document-48576](http://doc.acton-ma.gov/dsweb/View/Collection-6490/Document-48576)]. Mr. Berry asked that the Board review the memo and send any edits back to him. The Town Manager has not received the signed memo from the Regional School Superintendent. Mr. Berry stated that he needs more information regarding the Green Communities Grant (GCG) Application as submitted; he needs more specific details to make sure he encompasses everything that needs to be addressed. Staff reported that all GCG application documents are filed in DocuShare®; the link to these documents will be sent to him. [<http://doc.acton-ma.gov/dsweb/View/Collection-6338>]

Upon query by Mr. Berry, Mr. Charter noted that the grant funds are awarded to and administered through the Town. To date the Town has received 25% of the grant funds, purchase orders have been issued for a couple of the school projects since he has received proper documentation necessary for proper procurement. This second grant award was received after the Regional School District was formalized and the Town Manager's memo was drafted in July.

Upon query by Mr. Friedman, Mr. Charter noted that the legal issue with GCG is that it is applied for by the Town and funds are issued to the Town. The Town Manager is the Chief Procurement Officer therefore the funds are administered through the Town municipal side.

Recycle & Waste Reduction - Update

Mr. Berry reported that he did speak with Jim Snyder-Grant since his meeting in September with the Green Advisory Board (GAB). The Board of Selectmen (BoS) will support the initiative of a Save Money and Reduce Trash (SMART) program at the next Annual Town Meeting (ATM); money saved through increased recycling would be offset by lower Transfer Station fees. Mr. Berry asked for GAB's input and support at ATM.

Amending Green Advisory Board Charge

Members will send additions and/or edits to Mr. Charter or Ms. Ristine for consolidation into formal memo to the Board of Selectmen. Clarification addressing associate versus alternates for quorum should be addressed. As staff understands the current interpretation from the Town Clerk is that associate members cannot act as alternates for quorum.

Recycle & Waste Reduction - continued

Jenny Fialkoff suggested providing workshops for public education and the Town possibly producing and providing box kits or a tool(s) for composting and recycling.

Ms. Smith agreed education is needed suggesting energy efficiency workshop for residents.

Behavior Modification Building Results

Ms. Cady reviewed energy consumption data for all municipal buildings and the results from the behavior modification program/competition. The results of this program were:

- Electricity: most consistent results (25% - 30% reductions)
 - Natural Gas: less consistent results (10% - 75% reductions)
 - Gasoline: less consistent results (5% - 50% reductions)
 - Diesel: inconsistent results (0% - 95% reductions)
 - Biodiesel / #2 Fuel Oil: poor results (no reductions)
- Building modifications & more fuel efficient vehicles account for some, but not all improvements
 - Theoretically, weather differences should be neutral since all teams competed against their fuel use the previous year
 - Basically, 3 buildings won all categories (Town Hall, PSF, Red House)

There will be an incentive luncheon on Wednesday 10/22 for employees involved in the program.

The GAB agreed that the program overall produced positive results, especially with electricity.

Mr. Charter noted that it would be good if the three fire stations would also participate in the efficiency competition as it would be a good comparison in efforts since the three buildings are essentially identical in construction and age.

Resiliency Grant - Green Energy Technical Assistance Reports

Mr. Charter reported that both the Town and Schools applied to DOER independently; the reports have been received. Outside of the Green Communities scope the Schools are able to venture on their own. CADMUS Group evaluated both the Public Safety Facility (PSF) and the DPW Building for solar battery storage and energy independence in storm events for a minimum of three days. Both buildings have existing backup generators. The annual maintenance cost is incredibly expensive for such batteries being approximately \$4,000 for one building. This is also geared towards resiliency of operating off the grid in the event of a major storm and not an energy conservation project. Along with the diesel

generators the Town also has a portable trailer generator. The cost isn't feasible and he wouldn't recommend moving forward with this project. Based on the report provided to the Schools, he believes they feel the same about such a project but may be still pondering the idea. This type of project would be good for a community micro-grid with five or so buildings but it wouldn't really work well in Acton since we have so many buildings spread throughout town.

Solar Landfill Update

Mr. Charter provided a spreadsheet showing the percentage break down of kilowatt hours produced by the solar facility and provided to the 14 Town facilities. Currently the Town still has a surplus of net meter credits which will change with the upcoming winter months and shorter days. The credits carry over 12-18 months. The Waste Water Treatment Plant (WWTP) is still under agreement with ConEdison for bulk electricity, therefore has a large surplus of credits and are using them to buy down the distribution charges from NSTAR. Mr. Charter plans on discussing the WWTP's current contract agreement with ConEdison with the Health Director.

Mr. Charter noted that when the "Schedule Z" was set up to allocate net metering credits in consultation with AMERESCO, it was projected that, on an annual basis, the solar landfill would provide 85% of the electric supply needed for Town facilities. The "Schedule Z" can be amended twice annually so the Town has the opportunity to fine tune the allocation of credits once we have a more complete history.

Stretch Code Update

No discussion.

Webpage Update

Ms. Ristine reported that the Information Technology Department has updated the Board's webpage. If the Board is able to change their Charge with the BoS then the webpage description about the Board can also be changed.

Green Advisory Membership - Volunteer Coordinating Committee (VCC)

Mr. Hudson reported no new progress regarding recruiting new members.

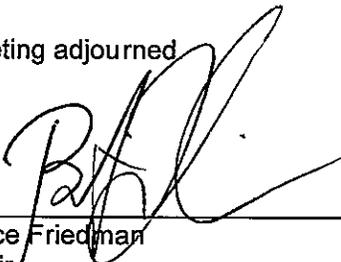
Mr. Charter reported that he was able to speak to the chairman of the VCC who was not currently sure if there are any new applicants for the GAB.

Department of Energy Resources - Five Year Annual Report/Plan

Ms. Cady reported that she only has Town municipal numbers; the final report is due December 5, 2014.

Next meeting – November 17, 2014

8:06 Meeting adjourned



Bruce Friedman
Chair



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- Regional School District Relationship – Peter Berry
- Amending Green Advisory Board Charge
- Behavior Modification Building Results
- Resiliency Grant – Green Energy Technical Assistance Reports
- Recycle & Waste Reduction - Update
- Solar Landfill Update
- Stretch Code Update
- Webpage Update - <http://www.acton-ma.gov/index.aspx?nid=100>
- Volunteer Coordinating Committee – Green Advisory Membership
- Department of Energy Resources – Five Year Annual Report/Plan
- Member's Interests & Expertise List