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MAY 12 2014
TOWN CLERK
ACTON

**GREEN ADVISORY BOARD
MARCH 26, 2014
MINUTES
468 MAIN STREET - CONFERENCE ROOM
6:30 PM**

MEMBERS PRESENT: Bruce Friedman, Mary Smith, David Keene, Dennis Loria,
MUNICIPAL PROPERTIES DIRECTOR & RECORDING SECRETARY: Dean Charter
ENERGY CONSERVATION ANALYST: Pamela Cady
GREEN ADVISOR TO THE SCHOOLS: Kate Crosby
SELECTMAN LIAISON: John Sonner
VISITORS: Renato Nakagomi, J. D. Head

6:38 Meeting was called to order.

Approval of minutes

Mary Smith moved to approve the minutes of the meetings of January 13, 2014 and March 20, 2014. Motion seconded by Bruce Friedman, approved unanimously.

Discuss Stretch Code & Comments to DOER

Bruce Friedman informed the Board that he had attended a Stretch Code seminar held by DOER and that they had asked for comments, due March 28. He suggested that when the new IECC 2012 code comes into effect in July, the present Stretch Code will no longer exceed the International Code. He had written two draft letters which he distributed to the Board for discussion, both advocating, in more or less detail, that a new, updated Stretch Code be developed. It was noted that as a Green Community, Acton would automatically be covered under any revised Stretch Code, since we had already accepted the original code.

Mary Smith stated that she was not in support of a new Stretch Code as she was afraid that it would be so restrictive that it would effectively eliminate utility incentive programs, as those programs are geared toward projects that exceed the code.

Bruce Friedman stated that he wanted the new code to be in compliance with the upcoming IECC2015 code, so that we don't have to go through this again.

David Keene stated that the objective, over time, with the Stretch Code should be to make it more inclusive and encompassing.

John Sonner will check with the Board of Selectmen (BOS) Chair to see if Green Advisory Board (GAB) can write and send the letter on its own, and it was confirmed that GAB could do this.

Bruce Friedman stated that many residential builders are already exceeding the Stretch Code.

Dennis Loria moved to send Version 1 of the letter to DOER; 2nd by Mary Smith. YES: Loria, Keene, Friedman. Abstain: Smith; motion passed, (copy of letter is attached to these minutes).

Mary. Smith moved that Item 4 (Competitive Grant Round) be moved up and taken out of order; Dennis Loria seconded, unanimous.

Discuss Competitive Grant Round

Kate Crosby and J.D. Head presented the Board with a list of eight items that they felt should be placed in the grant round. Items 1-5 were for the Junior high School:

1. Install one 3,000 MBH condensing boiler, cost of \$89,756 (cost after utility incentives: \$67,787, payback period: 8.3 years after incentives). JD Head discussed that this boiler would be more efficient in the shoulder seasons, and that the price can probably be brought down by using Regional HVAC, Electrical, and Plumbing staff to do the install.
2. Tie air handling system in 26 classrooms into energy management system, cost of \$40,000 (cost after utility incentives: \$33,683, payback period: 3.3 years after incentives).
3. Convert air handler at Gym to VAV system, cost \$7,500 (cost after utility incentives: \$4,500, payback period: 4 years after incentives).
4. Install programmable thermostats in modular offices cost \$1,500 (cost after utility incentives: \$966, payback period: 1.9 years after incentives).
5. Reprogram VFDs for heating loop for differential temperature cost \$1,500 (cost after utility incentives: \$1,500, payback period: 1.3 years after incentives).
6. Circuit level metering at Junior High and High School, cost \$59,712 (cost after utility incentives: \$42,508, payback period: 2 years after incentives).
7. Install LED exterior lights at 3 elementary schools, cost \$56,163 (cost after utility incentives: \$39,480, payback period: 4.9 years after incentives).
8. Install new AC system in High School computer room, cost \$16,250 (cost after utility incentives: \$15,250, payback period: 5.4 years after incentives).

Most of the improvements would be eligible for utility incentives, and collectively they should save 300,918 KWH and 24,046 therms per year.

Mary Smith suggested cutting Items 6 & 7.

JD Head stated that he was skeptical of Item 6 because it would take a large commitment of effort for his staff to implement and monitor. Dennis Loria asked how the projected savings could be verified.

John Sonner asked that all projects be vetted for life cycle cost.

Pamela Cady presented a list of Town projects, including installing VFDs at two WWTP pump stations at a cost of \$53,300 which would save 30,394 KWH per year (cost after utility incentives: \$45,702, payback period: 8-13 years after incentives), lighting controls at the Memorial Library at a cost of \$98,613, saving 110,985 KWH per year (cost after utility incentives: \$86,778, payback period: 5.2 years after incentives), and power management software at the Memorial Library at a cost of \$26,734 and estimated 12,374 KWH/year savings (cost after utility incentives: \$23,640, payback period: 12.7 years after incentives). Potential additional incentives for the library lighting project could bring the cost down to approximately \$75,000.

Pamela Cady noted that the data center power management software may not be eligible under the list of qualified projects in this year's grant. It was included on the list in case there was grant money left over.

It was noted by Pamela Cady that the maximum that can be APPLIED FOR under the grant is \$250,000, so we must prune the list of possible projects. DOER can then cherry pick the list.

JD Head noted that the school projects generally had a better payback period and should take precedence over the Town projects.

Pamela Cady noted that grants are opportunities to fund items with a longer payback period that would otherwise not be funded by the Town.

Dean Charter noted that considering that the Town is the applicant and must administer the grant and up fronts the money and that the entirety of the last grant went to the schools, there must be some parity in the grant allocation between Town and Schools.

Dean Charter further noted that the process would be for the Board to take a position based on the best information, and that the wishes of the Board would be presented to the Town Manager, who would be signatory of the grant as Chief Procurement Officer. All materials have to be fully developed for a vote at the next meeting in order to provide time for the Town Manager to make an informed decision.

Motion by David Keene; all materials regarding the grant be finalized and distributed in the week of 4/7 and that the full packet be ready for a Board vote on 4/14; Bruce Friedman 2nd; unanimous.

8:15 Ms. Smith departed.

Electric Supply Aggregation

Dean Charter informed the Board that the Town Manager had been approached by "Good Energy" regarding a town wide Energy Aggregation scheme, and that the Town Manager had asked that it be vetted by the GAB. The full proposal had been sent out by email in the previous week. Considering that this scheme would have to go to Town Meeting vote in April, 2015 at the earliest, it was decided that the issue would be held over and put on the agenda for the May meeting.

Energy Conservation Measures (ECM) Update

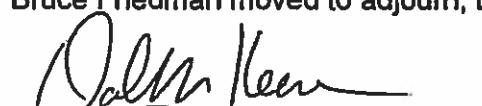
Dean Charter briefed the Board that the ECM involving replacing the existing doors at the Memorial Library with a revolving door has been postponed due to the high cost (\$100,000 to \$150,000), lack of current appropriation, interruption of library services, and complexities with the proposed RFID system. It will be proposed for the five year capital plan instead.

Dean Charter briefed the Board that the project involving the conversion of the HPS streetlights on Great Road to LED has been completed. Cost of the project was \$23,000, and we have been approved for a \$4,100 incentive payment from NSTAR. The project should save over 15,000 KWH per year.

Discuss Board Member Status (this item was taken out of order)

Dean Charter informed the Board that the Town Clerk had determined that the email from Tom Michelman constituted a valid resignation from the Board. Mr. Charter will inform the Volunteer Coordinating Committee and the Board of Selectman that there is a vacancy. Renato Nakagomi, observer, indicated that he would like to be appointed to the open position.

8:30 Bruce Friedman moved to adjourn, Dennis Loria 2nd, unanimous.



David Keene
Chair

(DAC) ahr.GAB.minutes.03-26-2014



**GREEN ADVISORY BOARD
MARCH 26, 2014
AGENDA**

**468 MAIN STREET
THE RED HOUSE
6:30 PM**

1. Approve of Minutes - January 13 & March 10, 2014
2. Discuss - Stretch Code and comment letter to the Department of Energy Resources before the end of March
3. Discuss Board Member Status
4. Discuss Competitive Grant Projects
5. Electric Supply Aggregation
6. Energy Conservation Measures Update

Next meeting: April 14