

Town of Acton Green Advisory Board

MEETING MINUTES

Place: Memorial Library Conf. Room, 2nd Fl.

Time: 6:30 p.m.

Date: Monday, May 16, 2011

Present: Mary Smith, Eric Hudson, Dennis Loria, Chris Schaffner, Joh Keene, John Murray Staff, and Maryjane Kenney
Recording Secretary; Dave Amann NStar Account Executive, AnneMaire Walsh NStar Community Relations and Economic Development ,
Ms. Bessetta DOR
Jd Head Dir of Facilities, Kate Cosby Green Advisor to the Schools, and National Grid Representatives

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3 Full Members Needed for a Quorum

1. Update on Intern - Discuss Work Plan Jm- Upon the approval of the Town Manager Mr. Murray called and spoke with Robert offering him the full time consultant position available this summer. Robert said due to a prior commitment that he would only be able to work in Medford not Acton. The question to the committee is can he work remotely, or do we have two PT jobs? Do we have a research job for 10 hours a week off site? Mary Smith replied that there is so much to accomplish spend the money, let's use him. D. Loria asked, Do we have a project plan and values associated with that? We can develop a set of plans with a different staff person from the committee to answer each topic. He can update the 5 year plan and use portfolio manager to update. Chris will lead, David will colead. J. Murray, what are the deliverables?? He will need access to the following:

1. 5 yr plan
2. Minutes

E. Schaffner made a Motion to hire the intern for 10 hours a week and that he be required to attend meeting, seconded by.....motion passes unanimously . Eric would like a list from all members on what the task is and how much time to allow for that task and who takes the lead on helping the intern with the task. Start with one project at a time.

Eric will be project manager and would like project requests from the committee by Friday. The intern will need to be in Acton to kick off start.

2. Presentation by NSTAR and National Grid Representatives

Dave Amann Utilities 25A, going out for projects without bid process, allows by-pass of GL 149. In the programs Mr. Amann presented NStar asks that you follow Stretch Code and their definitions ie need to be 20% better than those definitions. Nstar gives money for each point above the 20% improvement documented the Town achieves using advanced building guidelines to save energy. There is a list of programs available, a Reconstruction pilot program, a retro-commissioning program, custom programs etc. The Town needs to identify and measure specific items. NStar will not do a total energy audit but identify which buildings are priority and we will come out and measure.

J.Murray – Could you explain your Prescriptive Program where a consultant (cost share 50/50) to comes in and up to \$15,000 is covered to change lights; and look at what can be adjusted in the building envelope. Would NStar share 50% of cost of major items the consultant recommends to replace? Mr. Amann Direct Install is covered up to 70% by Nstar, 30% covered by the town. Based on energy savings, documentation needs to go to the Attorney General. (Anything under 300 sq. ft.).

The next step for Acton is to look at the buildings with the most kilowatt hours. Give a list to Nstar of buildings that need improvement. Lighting and controls, electric per sq. ft. and peak demand are very important factors. From the municipal the PSF and outdoor lighting, Town Hall and the Library are priorities. No benefit for early adopt only energy savings,

JD would like to do lights outdoor/indoor in the next 3 months. First thing you do is benchmark.

Mary how do we extend Green into residential community outreach? Does NStar help with public outreach?

NStar looks for efficiencies for over 20 years in the community and she works with 1-4 family homes. Free audit at no cost standard home energy assessment. Rebate of 75% up to \$2000. Additional rebates on energy savings in the home. Nstar has a goal of 23,000 audits across the state.

JD, Dean Charter and JM will get a list of low performers. Intern will updated the 5 year plan to these projects. Chris as we update the 5 year plan we will give an estimate of the highest energy

3Public Relations Efforts - Kate what has been done to advertise the PV at the schools, we have money and should use it. Send list of PR ideas to J.Murray in this regard.

4. Behavioral Change – Energy Conservation for the Town & School buildings and the General Public

Keep on the Agenda –

E. Schaffner noted that as a committee we need to go beyond thermal and electricity.

Chris made a motion to adjourn.

Future Meeting Schedule

Meetings are to be held in the Conference Room of Memorial Library

Meetings begin at 6:30 PM -unless otherwise noted

- a. Mon June 13 Memorial Library Meeting Room, 1st Floor
- b. Mon July 18 Conference Room Memorial Library, 2nd floor
- c. Mon Aug 15 Conference Room Memorial Library, 2nd floor
- d. Mon Sept 12 Conference Room Memorial Library, 2nd floor
- e. Mon Oct 17 Conference Room Memorial Library, 2nd floor
- f. Mon Nov 7 Conference Room Memorial Library, 2nd floor
- g. Mon Dec 5 Conference Room Memorial Library, 2nd floor

*Kate J. Eversley
for MaryAnn Keatney*

Amn [Signature]

6/13/11