

Town of Acton Green Advisory Board 3 Members Needed for a Quorum

MEETING MINUTES

Place: Conference Room Memorial Library, 2nd floor

Time: 6:30 p.m.

Date: Monday, June 11, 2012

Present: Dennis Loria, Mary Smith, Chris Schaffner, Eric Hudson, Bruce Friedman, John Murray, Staff, Lili Early, Recording Secretary, Dean Charter, Director of Municipal Properties, Kate Crosby Green Advisor to the Schools

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Dennis L. called the meeting to order at 6:35 p.m.

1. Approval of the Meeting Minutes held on 05/14/2012 – Dennis Loria

Dennis L. asked for a voice vote to approve the minutes of 05/14/2012. The motion was made by Mary S. and seconded by Eric H. The vote was announced UNANIMOUS.

2. Kelly Brown – Mass DOER – Mass Energy Insight – 15 min.

Dennis L. welcomed Kelly Brown from Mass DOER. She explained the free MASS Energy Insight (MEI) database tools and conversion from EPA to DPW. The program is compatible with the Portfolio Manager (PM) database now and the content from PM can be moved easily to the MEI database. 60% of the towns in the region have already signed-up. Acton is one of the few towns not using the program, but this would be our choice. She continued to explain that the tool is to track your own energy usage. NSTAR's and National Grid's energy data information are automatically uploaded. She also mentioned that you can check the energy use of all our Town buildings simultaneously, in addition to individual buildings, on a national basis. Mass vehicles can be entered and checked also, and it would be easier for us because the DOER will require fewer documents from the Town. Our annual report can also be reviewed in Mass DOER.

Chris S. has a concern that we will not be able to track everything. He mentioned that PM checks against the weather.

Mary S. remarked that we will have to check everything carefully from NSTAR when it comes in. Nevertheless, she founds it to be advantageous that the database is populated by the utility companies.

Dean Charter is in favor of the transfer and he would like it if NSTAR and National Grid could enter their data into the DOER database starting in July.

Action Item: Dean C. will check on it.

John M. remarked that it is important for the Town to be able to operate in both systems. Kelly Brown will check if we can move the data back and forward.

Dennis L. mentioned that the new intern could transfer our data to MEI.

Dean Charter informed the board that he replaced twenty four 175 watt lights with LED kits in the Memorial Library. They have the same light strength, there will be a lot of energy reduction, a 5 to10-year lifespan and less heat transfer.

3. 5-year Plan Review and Presentation – Eric Hudson – 30 min

Eric H. received the updates from Robert Keene. He wanted to know if the Board would want to discuss the 5-year plan at a future date or tonight or how to go forward.

Next Step: Are we going to hire another intern and how are we going to move forward on our focus of the top ten items. John M. has advertised again for the full position and needs to send the posting to Eric H. Candidates need to send their resume to our Human Resources department. Mary S. believes that we should post at the universities.

Lili E. to prepare a write-up "Why Acton is so Great" for the universities to interest students.

Action Item: Kate C. to email the data to Lili E.

Kelly Brown will be happy to post the internal job to replace Robert Keene at the government level.

John M. mentioned that we need to focus on the 5-year plan.

Dean Charter would like to have a copy of the plan to study, and to put certain items in his budget.

Dennis L. asked what initiatives are ongoing and requested that JD Head, Kate Crosby and Dean Charter move forward on our priorities. Mary S. suggested sending the plan to them now so they can take action. Eric H. will do this.

Dennis L. wanted to know if any of these projects sent to the DOER are already funded. Kelly Brown responded that we are in the "Competitive Group" because of the multiple projects we entered, and the results are expected to be published any day now.

4. Lower Fields Review and Discussion – Chris Schaffner – 10 min.

No information is available at this moment because Chris S. and JD Head have not been able to meet and discuss the project. Chris S. will email JD to set a meeting date.

John M. proposed that Dennis L. write a letter to Selectman John Sonner and to the Chair of the school committee to ask approval for GAB members to join the Building Committee, which he agreed to do. Mary S. believes that it is a good idea because they would have a representation to discuss energy efficiency. Bruce F. concurs.

5. Solarize MASS, Green Communities Grant and Thermal Imaging Program Updates – Chris Schaffner – 10 min.

The Solar 101 meeting was a success. 75 people attended the meeting and 55 people signed-up for home assessments.

The Solarize Acton bid committee is interviewing and selecting vendors for the Solarize MASS program. Participating vendors submitted detailed and competitive cost proposals in 5 tiers and they also bid on similar projects in four other towns. They have been already prequalified by the CeC.

The committee already interviewed two companies today and will talk to another one tomorrow. The top three companies are Sun Bug, New England Breeze and Solar Flair. A vendor will be selected this week.

These companies will be happy to provide solar thermal imaging to the residents as well. Interested parties can contact Chris Schaffner or can also sign-up through www.GreenActon.org.

Dennis wanted to know if a community solar garden would be a good idea. Bruce F. responded that the selected companies want to do it, but they encountered a lot of difficulties with other solar gardens they installed. Mary S. mentioned that a community garden has been installed in Harvard and they have indeed a great number of problems.

Dennis L. attended the Middlesex & Worcester district Green Advisory Council (GAC) on June 9th, and mentioned that a substantial number of residents are interested in a community garden in Acton.

6. Update on Landfill Project – John Murray – 15 min.

John M. explained the information from Ameresco he emailed to the GAB members. The DPU has to decide if they will have solar on this site, and they have to provide a permit. NSTAR and DEP will need to meet to discuss this project. Ameresco will take care of the maintenance and support of this project. They would like to have the work done before the winter. The installation is scheduled to last 275 days. The application Ameresco sent John M. is currently been reviewed by Corey York. John M. also mentioned that the top of the landfill can only be used for recreation.

Action Item: John M. to email information regarding this project to Dennis L.

7. Membership Update – Dennis Loria – 5 min.

Bruce F. to be approved as a full member by the Board of Selectmen. He will replace Chris Schaffner, who is resigning from the Board. The Board needs to fill one associate member vacancy and they need to discuss Manisha Tyagi's associate membership renewal.

Action Item: Dennis L. to email Selectman John Sonner to make sure that Bruce F. will be accepted as a full member.

8. Discussion on Improving Natural Gas Distribution to Homes – Dennis Loria – 15 min.

Dennis L. asked if someone is interested in checking on additional natural gas distribution for residents in communities who do not have it. It would be an infrastructural improving issue. There would be a need of an organizational structure.

9. ICMA Field Demonstration Proposal – John Murray – 10 min.

The visit to the Town of Acton has been cancelled due to lack of interest of the Town Departments to champion the visit of the International City Managers Association.

10. Agenda Items to be Discussed at the Next Meeting & Future Schedule 10 min. – All

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5-year Plan Review and Presentation – Eric Hudson – 30 min

Discussion on Improving Natural Gas Distribution to Homes – Dennis Loria – 15 min.

Kate C. mentioned that she will not be available at the next 2 meetings, July 9 and August 20.

Dennis L. suggested finding another meeting date during the week of July 22, 2012. He also wants to hold a special meeting and for Lili E. to reserve a meeting room with a screen, a computer and a projector.

Dennis L. asked for a voice vote to adjourn the meeting.

The motion was made by Chris S. and seconded by Bruce F. The vote was announced UNANIMOUS.

The meeting adjourned at 8:50 p.m.

Future Meeting Schedule


Meetings are to be held in the Conference Room of Memorial Library and will begin at 6:30 PM -unless otherwise noted

2012

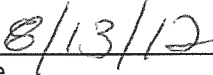
Mon Aug 13	Training Room, 2 nd Floor PSF Building
Mon Sept 17	Conference Room Memorial Library, 2 nd floor
Mon Oct 15	Conference Room Memorial Library, 2 nd floor
Mon Nov 19	Conference Room Memorial Library, 2 nd floor
Mon Dec 10	Conference Room Memorial Library, 2 nd floor

2013

Mon Jan 7	Conference Room Memorial Library, 2 nd floor
Mon Feb 11	Conference Room Memorial Library, 2 nd floor
Mon March 18	Conference Room Memorial Library, 2 nd floor
Mon April 8	Conference Room Memorial Library, 2 nd floor
Mon May 6	Conference Room Memorial Library, 2 nd floor
Mon June 3	Conference Room Memorial Library, 2 nd floor
Mon July 8	Conference Room Memorial Library, 2 nd floor
Mon Aug 5	Conference Room Memorial Library, 2 nd floor
Mon Sept 9	Conference Room Memorial Library, 2 nd floor
Mon Oct 7	Conference Room Memorial Library, 2 nd floor
Mon Nov 18	Conference Room Memorial Library, 2 nd floor
Mon Dec 16	Conference Room Memorial Library, 2 nd floor


Recording Secretary


Chairman, Green Advisory Board


Date