

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

MEETING MINUTES

Place: Training Room, 2nd Floor PSF Building

Time: 6:30 p.m.

Date: Monday, August 13, 2012

Present: Dennis Loria, David Keene, Tom Michelman, Eric Hudson, Bruce Friedman, Dean Charter, Director of Municipal Properties, Lili Early, Recording Secretary, Kate Crosby Green Advisor to the Schools, Chris Schaffner Solarize Acton, Worth Robbins Town of Harvard.

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David K. called the meeting to order at 6:40 p.m.

1. Approval of the Meeting Minutes of 06/11/2012 – Dennis Loria -5 min

Dennis L. made a motion to approve the minutes of 06/11/2012, providing some minor changes will be made. The motion was seconded by Eric H. The vote was announced UNANIMOUS.

2. Membership Update – Dennis Loria – 15 min.

Dennis L. mentioned that he was OK with 5 full GAB members. He would like to bring the alternate members to 3 again.

Action Item: David K. will talk to the VCC regarding the process to add more members.

Action Item: Tom M. will email Ms. Helen Canetta, who wants to open an organic café in Acton, to ask her if she would be interested in becoming an alternate member. David K. asked if she would be the right person to have as an alternate member. Dean C. responded to accept her if she is interested. Bruce F. mentioned that, while working on the proposals for Solarize Acton, he had contact with a number of people.

Action Item: Bruce F. will send out an email to ask if they would be interested to serve on the Board.

a. Change in Chairs?

Dennis L. announced that David Keene will be the new Chairperson and a new Co-chair will be needed. Bruce Friedman will be the new Co-chair.

David K. made a motion to promote Bruce Friedman as Co-chair.

Action Item: Lili Early will check with the Town Clerk about the procedures

b. Additional Associate Members

Dennis L. asked that Manisha Tyagi will be taken off the Green Advisory Board after several attempts to ask her if she was still interested, without prevail.

Action Item: Lili E. to check on this

3. Intern Update – Eric Hudson – 5 min.

12 candidates have applied for the Energy Analyst part-time position. Eric H. reached out to 2 candidates and he will be interviewed tomorrow. Dean C. suggested continuing the interviews at a more relaxed pace. David K. wanted to know if all the candidates' capabilities were similar to Robert Keene's. Eric H. responded that the 2 candidates he will interview have a graduate degree in environmental science and have worked in the energy field. Their primary focus and responsibility will be the 5-year plan.

4. ECM Plan Review and Priority Setting – Eric Hudson – 60 min

Eric H. filled the role to manage Robert Keene's work for the 5-year plan, to work with Kate Crosby, JD Head & Dean Charter, and take the steps needed to get the plan in order. He also identified the top 10-20 school priorities. He explained the ECM list.

Kate C. continued to explain the priority list and discussed the energy savings for natural gas and electricity. Some of her most important projects are: Reducing unneeded lighting and Demand control ventilation in large spaces. Most of the grant funding is going to HVAC controls for Jr. High and walk-in coolers & freezers. Lighting is not funded.

She continued that the Annual Report is due by the end of November. Dean C. mentioned that the budget session will be around October 14 for Town buildings. He needs the GAB recommendations by the end of September for all Town projects. The capital projects will be generators in fire stations. Major concern is the impact on long term capital costs.

Action Item: Kate Crosby to prepare a list of project and 2 or 3 very important ones

Chris Schaffner discussed an update on Solarize Acton, with permission of the Chairperson, Dennis Loria.

5. Discussion Solar Gardens – Dennis Loria/Worth Robbins - 30 min.

Mr. Robbins talked about the issues and procedures on solar gardens in his home town of Harvard. The solar garden idea took shape because of residents who cannot have solar on their property for whatever reason. He explained the importance of doing a due diligence on the possible sites and check on the zoning laws early on for permits. The space needed for a solar garden is 6 or 7 acres. Harvard's size is somewhat smaller. 5 or 6 acres for 1 Megawatt is necessary. They proposed to lease from a private owner. The CeC is very helpful with a grant program.

Mr. Worth Robbins' presentation is attached.

6. Discussion of Natural Gas Distribution Improvement. (Time permitting) – Dennis Loria

Due to time constraint, the Board Members decided to discuss this subject at a later date.

7. Agenda Items to be Discussed at the Next Meeting & Future Schedule 5 min. – All

Action Item: David Keene will email the agenda items to Lili Early for next meeting.

David K. asked for a voice vote to adjourn the meeting.

The motion was made by Dennis L. and seconded by Bruce F. The vote was announced UNANIMOUS.

The meeting adjourned at 9:15 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 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


Chairperson

Date: 10/15/2012