

RECEIVED
AUG 15 2013
TOWN CLERK, ACTON

**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, July 8, 2013

Members Present: David Keene, Bruce Friedman, Mary Smith, Eric Hudson

Green Advisor to the Schools: Kate Crosby

Energy Conservation Analyst: Pamela Cady

Recording Secretary: Lili Early

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1. Visit to the Solar Landfill Site

The GAB Board Members visited the Solar Landfill site. They will revisit the site at another time to have their picture taken since several people could not attend.

Mr. David Keene called the meeting to order at 6:35 p.m.

2. Approval of the Meeting Minutes of 06/10/2013 – David Keene

Mr. Keene asked for a voice vote to approve the minutes of 06/10/2013.

The motion was made by Mr. Hudson and seconded by Mr. Friedman. The vote was announced UNANIMOUS.

3. Discuss Membership and Interview Candidates for Associate Members – ALL

Both candidates Padmaja Kuchimanchi and Renato Nakagomi have been interviewed. Questions have been asked by each Board member regarding their interest in joining the Green Advisory Board and what they can bring to the table.

Mr. Keene will contact Mr. Charlie Aaronson of the VCC to check on how many associate members the Board can consist of.

The process will be reviewed and Mr. Keene will follow up with the candidates.

4. Update on Remote Participation for Meetings – Dean Charter

See Mon 6/17/2013 3:31 PM email from Dean.

5. FY'15 Revolving Fund – Dean Charter

Due to Dean Charter's absence; this subject will be discussed at the meeting in August.

6. Update for Solar Landfill – Dean Charter

Ms. Cady reported that she is waiting for NSTAR to deliver the finalized Schedule Z. She will distribute the updated FY'2013 Utilities spreadsheet, information regarding remote meeting participation policy and information regarding the Sudbury-Maynard solar landfill. The weather normalized numbers for electricity and natural gas are also in the process of being upgraded in Portfolio Manager. The review and discussion regarding this subject will continue on August 15.

Mr. Hudson suggested putting a sign at the site giving specifics of the use of the solar panels to update the residents of the Town.

Ameresco should provide some instrumentation to enable Acton to check the amount of savings (a ticker) and maybe come up with a name for the project.

7. Update of 5-year Plan – Kate Crosby and Pamela Cady

Ms. Cady showed the updated 5-year plan with all lighting upgrades and energy savings for all the Town Buildings. She also explained the updated statement, which was sent to the DOER in December. By the end of the 5th year, which is at the end of FY14, we need to show the DOER that a 20% energy reduction from the base line year for the Town has been reached. The weather differences are not accounted for in the data.

An overview of the 5-year plan was asked by Mr. Hudson; a final format will be given at the next meeting.

Mr. Hudson also asked for FY2013 building data to be presented at the next meeting in the Green Communities Annual Report Table 2 (Energy Use Overview) format.

Ms. Crosby talked about the school updates. She showed the completed, ongoing and grant projects finished in FY13, and future planned programs. She would really like the GAB to stay involved in the schools. She also mentioned that the Town of Winchester is charging a user fee for using the school buildings and this has resulted in \$40,000/year additional income.

8. Discussion and Vote - The Center for Biological Diversity's Clean Air Cities Campaign – Bruce Friedman

This subject will be discussed at the meeting in August.

9. General Discussion – ALL

None.

10. Next Meeting Agenda

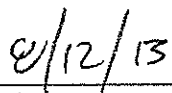
Meeting Minutes Approval
Discuss New Candidates
Solar Update
FY15 Revolving Fund
Update of 5-year Plan
Discussion and Vote
General Discussion
Next Meeting Agenda

Mr. Friedman made a moved to adjourn, Mr. Hudson 2nd; unanimous.

The meeting adjourned at 8:30 p.m.



David Keene, Chairperson



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Town of Acton Green Advisory Board

Monday, July 8, 2013
Conference Room, Memorial Library, 1st floor
6:30 p.m.

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5. FY'15 Revolving Fund – Dean Charter
6. Update for Solar Landfill – Dean Charter
7. Update of 5 year Plan – Kate Crosby
8. Discussion and Vote - The Center for Biological Diversity's Clean Air Cities Campaign – Bruce Friedman
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