

RECEIVED
OCT 11 2013

TOWN OF ACTON
GREEN ADVISORY BOARD
SEPTEMBER 9, 2013
AGENDA

TOWN CLERK, ACTON

ACTON MEMORIAL LIBRARY
486 MAIN STREET - CONFERENCE ROOM - 2nd FLOOR
6:30 PM

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

Associate Members: Padamaja Kuchimanchi

Municipal Properties Director: Dean Charter

Green Advisor to the Schools: Kate Crosby

Energy Conservation Analyst: Pamela Cady

Recording Secretary: Andrea Ristine

VISITOR: Renato Nakagomi

6:37 Meeting called to order.

MINUTES

Mr. Keene moved to approved the minutes of August 12, 2013; Mr. Hudson 2nd, unanimous.

UPDATE SOLAR LANDFILL

Mr. Charter reported that work continues; modules and panels should be done within a week. Fencing has not yet been started. Overhead wires to be done by Ameresco are complete. Two poles to complete the connection to the grid and the switch-gear to be done by NStar are not yet complete.

The revenue-grade meter is not yet on site for which Ameresco is responsible. It is hoped that the meter will be on site by mid-October and hope to be online by the end of October but is dependent on NStar.

The ribbon cutting is yet to be scheduled, Mr. Charter is hoping for a date after Columbus Day before November.

FAQ sheet has been sent to the IT Department still waiting to see it appear on the town's website.

FY15 GREEN REVOLVING FUND (GRF)

Mr. Charter reminded the Board that one good project he hopes to be able to do is replace the Memorial Library entrance doors. He believes that a good starting point for seed money for this fund would be approximately \$50,000. He will submit a capital request for \$50,000 in the upcoming budget process.

Upon query by Ms. Smith, Mr. Charter reported that the Town has recently entered into a new three year natural gas contract; the rates are good right now. He believes he can justify utilizing the projected savings into the GRF as seed money.

Mr. Loria noted that Ms. Crosby is also educating students along with reducing solid waste at the schools.

Ms. Kuchimanchi suggested incentives for volunteers.

Upon query by Mr. Charter, Ms. Crosby noted that persistence and support by upper management in the efforts of behavioral modification is a priority; in her case it was support from a couple teachers and the principal.

Mr. Keene agreed that the value of someone shepherding the program is clearly needed and should be geared towards specific town entities.

Mr. Charter noted that Ms. Cady currently works approximately 16 hours per week, the Town could increase her hours slightly; other options would be to add another part-time employee, or contract out, as it is hard to get support to increase the number of full time employees with benefits

Mr. Charter noted that he will make sure that his assistant forwards any pending information to the Board for the October 7th.

Ms. Crosby can provide models and/or examples of what has been successful in other cities and town regarding behavioral modification.

5-YEAR PLAN UPDATE

Mr. Charter noted that there have been some new vehicle changes to the municipal side of the inventory. One of the three new pickup trucks recently purchased is a F150 Eco-boost which falls within the acceptable fuel efficient vehicles listed by the Environmental Protection Agency.

Mr. Friedman noted that starting next year small pick-up trucks can be purchased which can be converted to natural gas.

Mr. Charter noted that the two other trucks recently purchased are F250s which will be used for snow plowing; the two older trucks were traded out and the Health Department is looking for a hybrid vehicles suitable for their purposes.

Ms. Cady reviewed with the Board "Table 2 - Energy Use Overview - combined" and reported that the Town and Schools will hit a 14% reduction (looking for 20%), behavioral modifications will help. If occupancy sensors were to be installed, it will help but won't get us to the 20% reduction goal alone, the Board needs to brain storm on other ideas to get to the 20%. Gas/diesel consumption is huge 40% for the Town.

Ms. Cady stated that it would be good to find a way to show fuel consumption broken down by department. Mr. Charter noted the Police and Highway Departments frequently leave vehicles idling while parked. The Town does have an ordinance regarding idling vehicles.

Ms. Smith suggested attempting to start with the small items of behavioral modifications maybe by creating a contest.

Mr. Hudson suggested possibly creating a high school task team and create a competition between buildings for energy reduction.

Ms. Cady will approach National Grid for incentives.

Mr. Charter reported that it will cost approximately \$450K to replace and upgrade the HVAC and boiler systems for each of the three fire stations. If it were possible, these projects wouldn't commence at least for another year (outside the five year reduction commitment).

Upon query by Mr. Loria, Ms. Cady reported that the consumption in school buildings have gone down from 72 to 50 Mmbtu's. Ms. Crosby noted that this is a 23% reduction, transportation is 10%.

Mr. Loria stated that the Town needs to reduce energy consumption further to reach the 20% reduction, behavioral changes is the next step; the Board needs to get people to know that it is important and find a way to get them interested.

Mr. Charter expressed that the proposal for behavioral changes needs the support of the need Board of Selectmen (BoS) and the Town Manager. Mr. Loria agreed that leadership to communicate to Town employees is needed.

Mr. Charter suggested the Board compose a letter directly to the BoS asking for their support.

Mr. Keene suggested that the letter include what behavioral modifications would be needed.

Mr. Hudson suggested that ideas be provided with a broad type of plan with a consumption reduction contest between the three big municipal buildings.

Mr. Charter noted that focusing on anti-idling for all municipal vehicles, temperature setting modifications in buildings and installing additional lighting motion sensors in rooms/offices where possible.

Mr. Loria stated that he draft up the letter to the BoS for the Board to review.

Ms. Smith departed at 8:22.

Mr. Loria also stated that he will help double check Ms. Cady's spreadsheets and help with a behavioral modification plan as the Board only has one year left to meet the 20% goal for consumption reduction.

GENERAL DISCUSSION

* Ms. Ristine reminded Board members about the online ethics course, members that need to be sworn in again the upcoming Open Meeting Law (OML) training course dates, all required by the Town Clerk's office.

- Members that need to be sworn in: Mr. Loria, Mr. Hudson and Mr. Michelman
- According to the Clerk's records, Mr. Hudson is the only member that has completed the Ethics online certification.
- Mandatory OML Training: Sept 18 & 25, 7:00 PM at the High School Auditorium
Sept 24, 1:00 PM at the Town Hall, room 204

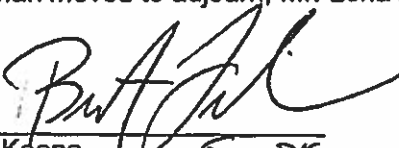
* Mr. Charter noted that the Garden Club will be holding a public forum pertaining to global warming on September 12th.

NEXT MEETING AGENDA

Review the draft letter to the BoS regarding the Five-year plan and behavior modifications.

Mr. Charter will not be present.

8:48 Mr. Friedman moved to adjourn; Mr. Loria 2nd, unanimous.



David Keene, For DK
Chair

**TOWN OF ACTON
GREEN ADVISORY BOARD
SEPTEMBER 9, 2013
AGENDA**

**ACTON MEMORIAL LIBRARY
486 MAIN STREET - CONFERENCE ROOM - 2nd FLOOR
6:30 PM**

1. Minutes August 12, 2013 Approval & Signature
2. Update Solar Landfill
3. FY15 Revolving Fund
4. 5-year Plan Update
5. General Discussion
6. Next Meeting Agenda

NEXT MEETING: October 7