



TOWN OF TEWKSBURY

GREEN COMMITTEE

999 Whipple Road
Tewksbury, MA 01876

Meeting Minutes February 12, 2015

The meeting was called to order by James Duffy, Chairman, at 5:30 p.m. at the Tewksbury Senior Center. Present were Steve Fugarazzo, Todd Johnson, Tom Cooke, and Lisa Puccia.

Vincent Fratalia, Loretta Ryan, and Kyle Boyd, Conservation Agent, were not in attendance.

1) **Approval of Meeting Minutes**

There was no meeting minutes presented for approval.

2) **Conversation with Guardian Energy Management Solutions**

Present was Charlie Ell of Guardian Energy Management Solutions. Mr. Ell confirmed that the projects that were submitted under the previous grant have been completed.

Mr. Ell explained that the last time he was before committee he was advocating looking into energy management systems for the town as part of the competitive grant strategy. Since that time, Mr. Ell has looked into this further, did some walk-thrus, and met with the town manager; who has stated that there has not been a centralized push to look into this. Mr. Ell noted that during the walk-thrus he observed that every building already has an energy management system and explained that, at some point, there was talk about hiring an energy manager for the town and to centralize the information from all of the energy management systems. Mr. Ell noted that Jon Marchand currently does this for the schools; however, this is not happening on the town side. Mr. Duffy noted that to his knowledge Mr. Marchand is the single user of the systems and he feels it should be accessible and usable by more users in town. Mr. Ell noted that the more staff that has knowledge of the systems, the more beneficial to the town.

Discussion took place on the DPW pilot program. Mr. Duffy explained that Mr. Fugarazzo is compiling a report on the data that was collected. Mr. Ell noted that he had the building envelope at the North Street Fire Station looked at and it was determined that the payback was 30-40 years. Mr. Ell will check to see which buildings were previously looked at and report back to the Committee. Mr. Ell noted that he can have the other municipal buildings looked at if the Committee wishes. Mr. Ell noted that he believes 3 buildings were previously looked at and the paybacks were all long term.

Mr. Ell discussed some of his observations during the walk-thrus:

- Police Station – small lighting project.
Discussion took place on the hot water heater at the police station. Mr. Ell suggested leaving this as is.
- South Fire Station – Mr. Ell noted that many projects could be done at the South Fire Station including parking lot lighting upgrades, heater unit in the garage, etc.
- Wynn Middle School – weatherization of doors (cracking at front entrance), lighting in the main lobby replaced with LEDs and day lighting, motors in the kitchen, etc.
- Ryan School – day lighting and lighting control in the halls.
- High School - gymnasium lighting should be switched to LED with lighting control.

Mr. Johnson discussed the food pantry as a possible option as well.

Mr. Duffy discussed the pilot program that is being done at the DPW in which sensors were put in two different parts of the building; in one area without insulation and in another area that was insulated. The data collectors have been given to Mr. Fugarazzo to produce a report.

Mr. Cooke left the meeting.

Mr. Ell explained that his goal is to provide the Committee with a menu of items with budgetary numbers and savings, etc. for the projects that have been sent to Mr. Boyd. The application deadline is March 20, 2015.

Old Business

Ms. Puccia asked if the survey that was discussed at the previous meeting has gone out. Mr. Duffy and Mr. Johnson noted that they do not believe this has been circulated as of yet.

Mr. Duffy noted that one of the items that the Committee has been discussing is outreach to the public and other town committees. Ms. Ryan has been working on putting together a Facebook page for the Committee. Mr. Duffy discussed some of the information he has that he can provide to Ms. Ryan for the page. Mr. Johnson suggested also seeing if any other communities have web pages and what information they have included. Mr. Duffy noted that there are 12 communities in Massachusetts who have reached the 20% target and the Committee has exchanged information with these communities. Mr. Johnson suggested also establishing a link on the town's website.

Mr. Duffy noted that he and Mr. Boyd visited the DPW to see what would be involved in the digitization of plans. They scanned the original town hall plans. The scanner works great; however, the location of the scanner is not ideal as there is not sufficient space. As a result, a space needs to be determined. Mr. Duffy suggested the upstairs at the police station as a possible location to scan the documents. Discussion took place on the storage of the plans after they have been scanned and the importance of them being stored securely. Mr. Johnson discussed the town clerk's record restoration project that has been ongoing since the rehabilitation of the town hall began and explained that it was done as part of the rehabilitation

project and suggested also tying the digitization of the plans into a larger project because of the cost implications. Mr. Johnson noted that it would be much more difficult to accomplish as a standalone project.

New Business

There was no new business.

Adjournment

MOTION: Mr. Johnson made the motion to adjourn at 7:05 p.m.; seconded by Mr. Fugarazzo and the motion carried 4-0.

(Minutes are not approved)