



TOWN OF TEWKSBURY

GREEN COMMITTEE

999 Whipple Road
Tewksbury, MA 01876

Meeting Minutes September 11, 2014

The meeting was called to order by James Duffy at 5:40 p.m. at the Tewksbury Senior Center. Present were Vincent Fratalia, Steve Fugarazzo, Krissy Polimeno, and Loretta Ryan. Also in attendance was Kyle Boyd, Conservation Agent.

Tom Cooke and Todd Johnson were not in attendance.

Mr. Fugarazzo and the Committee thanked Mr. Boyd for all of the hard work he has done for the Committee.

1) Approval of Meeting Minutes – August 14, 2014

Mr. Boyd apologized for the August meeting minutes being sent out late. The members took a few minutes to review the minutes.

MOTION: Mr. Fratalia made the motion to approve the August 14, 2014 meeting minutes; seconded by Ms. Ryan and the motion carried 4-0-1. Mrs. Polimeno did not take part in this vote as she was not present at the August 14, 2014 meeting.

2) Update on Status of Grant

Mrs. Polimeno asked if it is known when the outdoor lighting project is expected to start. Mr. Boyd explained that he has been told that the parts are being sent on October 14, 2014 and will be coming from various locations. Mr. Boyd expects to have more information on this tomorrow. It is also expected that the outdoor lighting project will be completed by the end of November. Mr. Boyd noted that he is not sure on the time frame for the boiler replacement at the Dewing. Mr. Fugarazzo requested a schedule of all outstanding projects and Mr. Boyd confirmed this will be done. Mr. Duffy noted that the boiler was not a replacement project and is to add sensor controls for the boiler.

Mr. Duffy noted that Mr. Johnson was going to ensure that the fuel efficiency policy was distributed to all department heads and requested Mr. Boyd follow up on this.

Discussion took place on outreach and informing residents of the projects the Committee has completed to date. Mrs. Polimeno noted that she and Ms. Ryan have been working on

a presentation to the Board of Selectmen that will help with outreach. Mr. Boyd noted that he feels it would also be helpful to calculate the total energy savings that have been received to date as a result of the energy conservation measures that have been put in place to date.

Mrs. Polimeno discussed interior lighting and asked if sensors could be installed even though interior lighting is excluded as the school department feels this would generate a significant savings. Mr. Boyd noted that he believes sensors can be done as it is a lighting control and that is covered.

Discussion took place on energy management systems and having remote access to the buildings. Mrs. Polimeno explained that the high school currently has remote access and 3 or 4 staff members have been trained on the remote operation with Jon Marchand being the head controller. Mr. Duffy expressed concerns with the town staff being trained and feels that more than one person should be trained in the event that person leaves, cannot be reached, etc. Mrs. Polimeno feels that cross training should be required if systems are installed. Mr. Boyd explained that the problem is the buildings that currently have systems, the systems are all different. Mr. Fugarazzo and Mr. Duffy discussed "back net compatibility". Mr. Fugarazzo offered to see if he can get some volunteer help to determine if any of the current systems are back net compatible. Mr. Duffy discussed the town possibly creating an Energy Manager position and some of the duties that the person could be responsible for. Discussion took place on utilizing the funds received from energy savings or utilizing interns to collect the data. Mr. Duffy discussed building envelopes and the importance of also focusing on this for energy savings as the town buildings are older.

Mr. Fugarazzo discussed thermographs and explained that a thermograph is a temperature sensing device that takes in to consideration the outside temp, the temp the thermostat is set at, and the thermograph setting. Mr. Fugarazzo will see if he is able to borrow two thermographs.

Mr. Duffy asked if the criteria for the next grant round have been released and Mr. Boyd confirmed this and noted that he believes it is similar to the previous grant. The deadline to submit the application is January, 2015. Mr. Boyd will provide the exact dates for submittal.

Mr. Duffy discussed energy management systems and how they have been simplified and are now much easier to operate. Mr. Duffy noted that there has been some reluctance to having high tech systems and the town's inability to hire a new staff member. Mr. Duffy suggested determining a way to make the systems simple and to train the current staff members on operation. Mr. Boyd will contact Mr. Ehl to see if there is a way to accomplish this and to include training for current staff. Ms. Ryan suggested seeing if this is something the IT department could also help with.

Mr. Boyd provided the members with the recommended energy conservation measures (ECMs) received from all of the energy audits that have been done and requested the members review the list to see if there are any measures they would like to see implemented. Mr. Duffy noted that many of the recommendations are retro

commissioning and explained that he does not feel the town has the funds or understanding to fully address these measures. Discussion took place on removing the retro commissioning items.

Some of the members expressed concerns with some of the projects that were originally proposed having been eliminated without the Committee's input. Mr. Duffy requested the Committee be informed when projects are eliminated in the future. Mr. Boyd will request an update report from Mr. Ehl. Mrs. Polimeno will circulate the ECM list to Sherry Matthews and Jon Marchand.

Discussion took place on when the presentation will be made to the Board of Selectmen. Mr. Boyd will check with Mr. Johnson on this. Mr. Duffy suggested also submitting an article to the Patch and/or creating a Facebook page.

Old Business

There was no old business.

New Business

There was no new business.

Adjournment

MOTION: Mr. Fritalia made the motion to adjourn; seconded by Mr. Fugarazzo and the motion carried 5-0.

(Minutes are not approved.)