



Medway Energy Committee

Town of Medway
155 Village Street, Medway MA 02053

Tel: (508) 533-3264
Fax.: (508) 533-3281

Frank Faist, Chair
Shelley Wieler, Vice Chair
David Brownell, Member
Peter Cooper, Member
Jeff Herman, Member
Beth McDonald, Member
Charlie Myers, Member
Jack Robinson, Member
Bob Wilson, Member

Approved: 9/21/2011

Meeting Minutes: June 21, 2011 Medway Senior Center

Call to Order: This meeting was called to order by Chair Frank Faist at 7:10 p.m.

Attendees:

	6/21/11	9/21/11	10/19/11	11/16/11	12/14/11	1/18/12	2/15/12	3/21/12	4/11/12	5/16/12	6/20/12
Frank Faist	X										
Shelley Wieler	X										
Dave Brownell	X										
Peter Cooper											
Jeff Herman											
Beth McDonald	X										
Charlie Myers	X										
Jack Robinson	X										
Bob Wilson											
Suzanne Kennedy	X										

Minutes: A motion was made by Charlie Myers, seconded by Shelley Wieler, to approve the Medway Energy Committee meeting minutes of May 18, 2011. The motion was approved unanimously.

Michelle's Timesheet: A motion was made by Dave Brownell, seconded by Shelley Wieler, to approve Michelle Reed's timesheet in the amount of \$121.36. The motion was approved unanimously.

Green Communities: Chairman Faist, Vice Chair Wieler, and Town Administrator Kennedy attended the Green Communities Press Conference on June 9, 2011 in Marlborough, MA. Medway, Wayland, and

Marlborough were recognized as the most recent towns in Massachusetts to receive the Green Community designation. Medway received a \$158,000 Green Communities grant.

Middle School Repair Project Update: Vice Chair Wieler reported that she brought the Energy Committee’s concerns about the possible the invalidation of the EsCo contract and commissioning of the entire building to the Middle School Building Committee (MSBC) at the last MSBC meeting. She also provided the MSBC with Trane’s contact information. Vice Chair Wieler said she will discuss the possibility of using some of the contingency funds to pay for a single commissioning at the next MSBC meeting and will also request a copy of the commissioning plan for the committee’s review.

Continuing Education Opportunities:

- DOER Webinar on Municipalities and Wind Projects, June 23, 10-12 p.m., Online
- Medford, MA Wind Turbine Presentation and Tour, July 12, 9-10 a.m., McGlynn School, Medford, MA

Schedule: The Energy Committee is not planning to meet in July or August. The next scheduled meeting will be September 21, 2011 at 7:00 p.m. at the Senior Center. Michelle will email the meeting schedule for FY12 and will also post it on the website.

Future Agenda Items:

- Discuss using LED or another option
- Discuss member terms

Action Items: The committee reviewed the action items from the May 18, 2011 meeting and identified those that are still outstanding.

Action	Assigned to	Deadline
Follow-up with Bob Wilson	Jack	ASAP
Set-up meeting with Rep from BOS, rep from School Committee, Dave D’Amico, Dave Verdolino, and Suzanne to discuss Mass Energy Insight database and Trane project analysis	Frank Faist	ASAP
Follow-up with DOER on deadline to submit annual report and format of the report	Shelley	ASAP
Set-up meeting with Dan Bradford and Dominick in September	Shelley	In September
Discuss member terms	All	In September
Forward draft charts for annual report	Frank	ASAP
Talk to Peter about LED vs. other options and whether he wants to meet with Town prior to Sept. meeting	Frank	ASAP
Discuss using LED and whether other options exist	All	In September
Discuss process for inputting competitive supply figures into MEI	Frank & Dave	ASAP
Discuss options for possibly funding single commissioning with MSBC	Shelley	ASAP

Forward link to television program on refurbishing windows	Beth	ASAP
Obtain copy of commissioning plan on Middle School repair project	Shelley	ASAP
Follow-up on issue re: MEI	Dave B.	ASAP
Get copy of commissioning plan of Middle School repair project for committee's review	Shelley	ASAP

Adjournment: With no further business before this Committee, a motion was made and unanimously passed to adjourn at 8:10 p.m.

Respectfully Submitted,

Michelle Reed
 Administrative Assistant