



Medway Energy Committee

Town of Medway
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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: 6/21/2011

Meeting Minutes: May 18, 2011 **Medway Senior Center**

Call to Order: This meeting was called to order by Chair Frank Faist at 7:08 p.m.

Attendees: Chair, Frank Faist; Vice Chair, Shelley Wieler; Members: David Brownell, Jeff Herman; Charlie Myers, Peter Cooper; Consultant with KBA Architects, Dan Bradford; Consultant with Garcia, Galuska, Desousa, Dominick Puniello; Members of Medway High School's Project Green, Olivia Doherty & Brianne Kenney; and Administrative Assistant, Michelle Reed.

2MW Solar Project in Holliston: Bob Knowles from Renewable Energy Massachusetts LLC cancelled his presentation because Medway does not meet the energy costs threshold for participating in the program.

Middle School Repair Project Update: Dan Bradford from KBA Architects and Dominick Puniello from Garcia, Galuska, Desousa provided the committee with an update on the Middle School repair project. They discussed the repairs that will impact the school's energy savings, including lighting in the gym and cafeteria, new air handling units, new boilers, new domestic hot water heaters, corridor ventilation, new windows, and consolidation to one electrical service. The committee wanted to make sure that Trane was being consulted to prevent the invalidation of the ESCO contract. Dan Bradford reported that they have been in communication with Trane and Trane is on board with what they are proposing. The committee expressed concern that there will not be a single commissioning of the entire building. They want to make sure that the existing equipment that is not being replaced as part of the repair project is optimized. Frank and Shelley are planning to meet with the Owner Project Manager and Bob Tucker to express the committee's concerns about the ESCO contract and commissioning.

The committee also discussed how replacement of rooftop units may affect the solar arrays that are being installed. Dan Bradford said that he is working with Broadway Electric on this issue. They are hoping to relocate the panels that are close to the rooftop units.

The Energy Committee plans to follow-up with Dan Bradford and Dominick Puniello in September to discuss life cycle costs and energy savings of the new equipment.

Minutes: A motion was made by Charlie Myers, seconded by Dave Brownell, to approve the Medway Energy Committee meeting minutes of April 20, 2011. The motion was approved unanimously.

Needs of the Board of Selectmen for Review of Trane Project Discussion: The Board of Selectmen asked the Energy committee to verify that the Town is realizing the savings predicted by Trane. The committee reviewed preliminary data from the Mass Energy Insight database and based on the data, the Town is on track to meet the goals that were set by Trane. However, the Mass Energy Insight database does not track daily temperature or unit cost so the committee is not able to analyze the impact of those factors. The committee would like to arrange a meeting with a representative from the Board of Selectmen, a representative from the School Committee, Dave Verdolino, Dave D'Amico, and Suzanne Kennedy to further discuss the Board of Selectmen's request and identify the resources that the committee will need to complete the analysis, including inputting data into the Mass Energy Insight database.

Project Green Update: Olivia Doherty and Brianne Kenney, Medway High School students and members of Project Green, provided the committee with an update on Project Green's current initiatives. They reported that they are looking into writing a grant for rechargeable batteries for use in remote controls and calculators at the High School. They are also looking to secure additional recycling bins in each classroom for plastic bottles and cans. The committee informed them about the Kill-A-Watt program that is available through the Medway Public Library.

Middle School Solar Project: Shelley Wieler reported that due to new code requirements the amount of solar panels was reduced from 1719 to 1393. There is a possibility that they will need to be reduced further due to Middle School repairs.

Schedule: The next Energy Committee meeting will be Wednesday, June 15 at 7:00 p.m. at the Senior Center. The Annual Town Meeting is Monday, June 13.

Action Items: The committee reviewed the action items from the April 20, 2011 meeting and identified those that are still outstanding.

| Action | Assigned to | Deadline |
|---|--------------------|-----------------|
| Follow-up with Bob Wilson | Frank | ASAP |
| Follow-up with Suzy on timeline for receiving Green Community award | Frank | 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 |
| Send Dennis the analysis he requested | Frank Faist | ASAP |
| Follow-up with DOER on deadline to submit annual report | Shelley | ASAP |
| Get Frank and Shelley on MSBC agenda to discuss committee’s concerns regarding ESCO contract and commissioning | Shelley | ASAP |
| Collect Ethics forms from Jack, Beth, and Bob | Michelle | At June Meeting |
| Ask Dave Verdolino for pdf of room models that were done by Trane | ? | ASAP |
| Set-up meeting with Dan Bradford and Dominick in September | Frank | In September |

Adjournment: With no further business before this Committee, a motion was made and unanimously passed to adjourn at 9:36 p.m.

Respectfully Submitted,

Michelle Reed
Administrative Assistant