



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

Approved: 11/16/2011

Meeting Minutes: October 19, 2011 Medway Senior Center

Call to Order: This meeting was called to order by Chair Frank Faist at 7:08 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	X	X								
Shelley Wieler	X	X	X								
Dave Brownell	X	X									
Peter Cooper		X	X								
Jeff Herman		X	X								
Beth McDonald	X										
Charlie Myers	X	X	X								
Jack Robinson	X		X								

Minutes: A motion was made by Charlie Myers, seconded by Peter Cooper, to approve the Medway Energy Committee meeting minutes of September 21, 2011. The motion was approved unanimously.

Public Comments: Vice Chairman of the Board of Selectmen John Foresto thanked the committee for its hard work over the past year.

Terms of the Energy Committee Members: All current committee members joined at the same time when the committee was initially formed. The committee discussed the necessity of adding terms to each member's appointment so there are clear expectations for future members. Jack Robinson announced that he would be stepping down from the committee at the end of the year.

A motion was made by Charlie Myers, seconded by Peter Cooper, to make a recommendation to the Board of Selectmen to make the Energy Committee appointments staggered three year term limits. The motion was approved unanimously.

The committee also discussed the need to get clarification on its role in the Town and involvement in the grant process. The members reported that they were not consulted on the Burke-Memorial solar project and also have not been consulted or updated on the implementation of the Green Community grant. Chairman Faist said he will speak with Town Administrator Kennedy about this matter at their upcoming meeting. They discussed the importance of having the committee review projects that will impact the Town's energy consumption.

A motion was made by Shelley Wieler, seconded by Charlie Myers, that the Medway Energy Committee recommend that the Board of Selectmen sponsor a bylaw that provides the Medway Energy Committee with the ability to review all major energy related initiatives in the Town. The motion was approved unanimously.

Chairman Faist also reported to the committee on the meeting where he and Vice Chair Wieler reviewed the Trane data. Chairman Faist reported that Trane did not base their analysis on the fiscal year and that the first period they analyzed was March 2010 to March 2011. According to Trane, Trane met and exceeded their expectations. In addition, Trane said that the Medway Public Schools did not meet all of the contract's stipulations, including setback temperature. According to Chairman Faist's analysis, Trane did not meet their expectations. He said he is going to redo his analysis using the same time periods that Trane used and will report back to the group at the November meeting. Chairman Faist said he would circulate the documents he received at the meeting but that he did not receive a full copy of the report.

Middle School Repair Project Update: Vice Chair Wieler reported that the Middle School Repair committee asked the Energy Committee to send a detailed request for information instead of having the project architects attend an Energy Committee meeting due to cost. The committee reviewed and revised the draft that Vice Chair Wieler prepared. The committee said they would like to know what additional impact the hot water boilers and air handling units will have on the Trane EScO. Vice Chair Wieler will forward the request to the Middle School Repair committee with the committee's revisions incorporated.

Continuing Education: Vice Chair Wieler said she would take part in the DOER webinar on October 25 and encouraged other committee members to take part in the monthly webinars. Committee members who do participate were asked to send Michelle the materials and/or PowerPoint so that she can post them on the website. Michelle will also post the webinar information on the website.

Community Outreach: The committee discussed different ways they can reach out to the community including group rates for home energy audits and getting information on additional gas lines.

Other Items: The committee discussed the solar project at Burke-Memorial with Vice-Chair Foresto. The committee said that they endorse the concept of solar power but they cannot endorse this specific project because they do not have knowledge of the details and were not consulted. They said their concerns would be the rate the schools get under the PPA and the possibility of it being cheaper after the beginning of the year and also the structural integrity of the roof and whether it could lead to additional costs.

Future Agenda Items:

- Status update on Green Community grant
- Discuss Trane data with Dave Verdolino and Jim MacLean

Action Items: The committee reviewed the action items from the September 21, 2011 meeting and identified those that are still outstanding.

Action	Assigned to	Deadline
Follow-up with DOER on deadline to submit annual report and format of the report	Shelley	Ongoing
F/U with MSBC on single commissioning and cost and also get copy of commissioning plan	Shelley	ASAP
Forward documents received on Trane analysis	Frank	ASAP
Invite Suzanne, Dave Holder, and Dave D'Amico to the November meeting for a grant status update	Frank	ASAP
F/U with Tom Holder on timing of digging up water mains and running gas lines	John Foresto	ASAP
Get more information on community energy audits including any required minimums	Peter	Before November meeting
Update on library Kill-A-Watt program	Dave	For November meeting
Redo Trane analysis for discussion at November meeting	Frank	For November meeting
F/U with Suzanne about term limits	Michelle	ASAP
F/U with Suzanne about Bylaw	Frank	ASAP

Adjournment: With no further business before this Committee, a motion was made and unanimously passed to adjourn at 8:45 p.m.

Respectfully Submitted,

Michelle Reed
Administrative Assistant