



# Medway Energy Committee

Town of Medway  
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*Frank Faist, Chair*  
*Shelley Wieler, Vice Chair*  
*Diane Borgatti, Member*  
*David Brownell, Member*  
*Peter Cooper, Member*  
*John Foresto, Member*  
*Beth McDonald, Member*  
*Charles Myers, Member*  
*Robert Tucker, Member*

**Meeting Minutes: April 12, 2012**  
**Medway Senior Center**

**Approved: 5/16/2012**

**Call to Order:** This meeting was called to order by Chair Frank Faist at 7:12 p.m.

<b>Attendees:</b>	6/21/11	9/21/11	10/19/11	11/16/11	12/14/11	1/18/12	2/15/12	3/21/12	4/12/12	5/16/12	6/20/12	
<b>Frank Faist</b>	X	X	X	X	X	X	X	X	X			
<b>Shelley Wieler</b>	X	X	X	X	X		X	X	X			
<b>Diane Borgatti</b>	New appointee to committee								X	X		
<b>Dave Brownell</b>	X	X		X	X	X		X	X			
<b>Peter Cooper</b>		X	X	X		X	X		X			
<b>Beth McDonald</b>	X			X	X							
<b>Charlie Myers</b>	X	X	X	X		X	X	X	X			
<b>Robert Tucker</b>	New appointee to committee								X			
<b>John Foresto</b>	New appointee to committee											

**Minutes:** A motion was made by Charles Myers, seconded by Dave Brownell, to approve the Medway Energy Committee meeting minutes of March 21, 2012 as amended. The motion was approved unanimously.

**Recommendation to the Board of Selectmen and School Committee on Adding an Energy Line Item to Annual Review:** The committee reviewed the revised the draft that Vice Chair Wieler prepared (Attachment 1).

A motion was made by Charles Myers, seconded by Peter Cooper, that the Energy Committee recommend that the Board of Selectmen add an energy use component to the annual performance review of each operational manager, and hold that manager accountable for their consumption. The motion was approved unanimously.

Vice Chair Wieler will forward the committee's recommendation to the Board of Selectmen for their review and request time on their next agenda to further discuss this matter.

**Kearsarge Proposal Discussion:** The committee met with Chad Laurent of Meister Consultants Group to discuss the Kearsarge solar proposal. Mr. Laurent has helped other municipalities with Power Purchase Agreements (PPAs), solicit Requests For Proposals (RFP), and through the negotiation process. Prior to the committee meeting, Mr. Laurent reviewed the pro forma contract that Kearsarge provided to the Town, Kearsarge's PowerPoint from December 14, 2011, and Kearsarge's responses to the questions that the Town of Medway submitted. Mr. Laurent said he thinks the Town would be better off putting out an RFP based on his experience with other municipalities. Administrator Kennedy reported that she received the Town of Andover's RFP that she would forward to the committee for their review.

The committee reviewed and discussed the financial analysis Mr. Laurent prepared (Attachment 2). In addition, the committee discussed items that need to be incorporated into a contract to protect the Town, including the developer being held responsible for the Solar Renewable Energy Certificates (SRECs) and maintenance to the solar array, as well as requiring the developer to make an annual performance guarantee. The committee also expressed their interest in exploring other alternative forms of energy and not limiting the Town to solar.

**A motion was made by Charles Myers, seconded by Dave Brownell, that the Energy Committee recommend that the Town of Medway continue looking into alternative forms of energy to meet the Town’s energy needs. The motion was approved unanimously.**

**A motion was made by Charlie Myers, seconded by Diane Borgatti, that the Energy Committee recommend that the Town go out to RFP for additional sources of clean or renewable energy to meet the Town’s remaining energy needs. The motion was approved unanimously.**

**LEAP Working Group:** The kick-off meeting was rescheduled to May 1, 2012 at 6:30 p.m. at the Senior Center. All members are welcome to attend.

**Recommendation to DOER regarding Criteria No. 3 for Green Communities Designation:** The committee briefly discussed Dave Brownell’s draft letter to the DOER. The committee is asking that the DOER change the way that energy use is accounted for to better reflect the goals of Green Communities Program (GCP). Dave will forward the revised draft to the committee for their review. The committee will discuss this further at their May meeting.

**Continuing Education:**

- DOE Free Webinars:
  - Net Metering, April 19, 10:00-11:00 a.m.

**Action Items:** The committee reviewed the action items and identified those that are still outstanding.

<b>Action</b>	<b>Assigned to</b>	<b>Deadline</b>
Follow-up with DOER on the format of the annual report	Shelley	Summer
F/U with MSBC on single commissioning and cost and also get copy of commissioning plan	Bob Tucker	Ongoing
Forward letter of recommendation regarding energy line item to BOS and get on their agenda	Shelley	ASAP
Forward Andover’s RFP to the committee for their review	Suzanne	ASAP
F/U with Suzanne on Green Communities quarterly report and forward to committee	Susy	ASAP
Obtain PPA for committee’s review specific to Medway	Suzanne	ASAP

<b>Action</b>	<b>Assigned to</b>	<b>Deadline</b>
Relative to Kearsarge – can Medway resell any energy that they do not use	Suzanne/Frank	ASAP
Add HS and MS solar module to webpage	Michelle	ASAP
Follow-up with Next Step Living about the thermal imaging program proposed by Sagewell	Erin Brandt	ASAP
Follow-up with Beth for formal resignation	Michelle/Allison	ASAP
Forward committee revised draft recommendation to DOER	Dave Brownell	ASAP
Clarify when Green Communities funds need to be spent by	Dave D’Amico	ASAP
F/U with Dave Verdolino for HS irrigation bill	Frank	ASAP
Complete and circulate committee contact list	Michelle	ASAP

**Adjournment:** With no further business before this Committee, a motion was made and unanimously passed to adjourn at 8:03 p.m.

Respectfully Submitted,

Michelle Reed  
Administrative Assistant

## ATTACHMENT 1

The Medway Energy Committee is committed to helping Medway achieve its Green Community goal of reducing the town's carbon footprint by 20% in the years between 2009 and 2014.

Each municipal department's operations consume resources in the form of electricity, gas or oil, diesel fuel, and water, which need to be monitored for efficiency in consumption as well as effectiveness of need. All municipal departments need to monitor their use of resources and commit to reducing their carbon footprint to absolute essentials, rather than convenience.

To raise awareness among municipal managers of the impact their departments use of resources has on our carbon footprint, especially in cases where the budget responsibility is separate from the department using the resource, the Committee recommends to the Board of Selectmen and the School Committee that they add an energy use component to the annual performance review of each operational manager, and hold that manager accountable for their consumption. Energy use includes electricity, natural gas, propane, diesel and oil consumed by buildings **or** stationary equipment and fuel (i.e. gasoline or diesel fuels) consumed by vehicles. Operational managers would include each school principal, fire chief, police chief, library manager, water department supervisor, senior center coordinator, town hall facilities manager and other Department of Public Service operations manager. Year-to-year data should initially be provided and accounted for by a designee of the Town Administrator, then break the information down to quarterly or monthly data if appropriate for seasonal-dependent consumption.

## ATTACHMENT 2

### Kearsarge's Proposal

Year	Projected Electricity Rate	PPA Rate	Production	Savings	Other	Total Annual Benefit
1	\$ 0.125	\$ 0.113	3,200,000	\$ 40,068		\$ 40,068
2	\$ 0.129	\$ 0.116	3,184,000	\$ 41,063		\$ 41,063
3	\$ 0.133	\$ 0.120	3,168,080	\$ 42,084		\$ 42,084
4	\$ 0.137	\$ 0.123	3,152,240	\$ 43,129		\$ 43,129
5	\$ 0.141	\$ 0.127	3,136,478	\$ 44,201		\$ 44,201
6	\$ 0.145	\$ 0.131	3,120,796	\$ 45,300		\$ 45,300
7	\$ 0.150	\$ 0.135	3,105,192	\$ 46,425		\$ 46,425
8	\$ 0.154	\$ 0.139	3,089,666	\$ 47,579		\$ 47,579
9	\$ 0.159	\$ 0.143	3,074,218	\$ 48,761		\$ 48,761
10	\$ 0.163	\$ 0.147	3,058,847	\$ 49,973		\$ 49,973
11	\$ 0.168	\$ 0.151	3,043,552	\$ 51,215		\$ 51,215
12	\$ 0.173	\$ 0.156	3,028,335	\$ 52,487		\$ 52,487
13	\$ 0.179	\$ 0.161	3,013,193	\$ 53,792		\$ 53,792
14	\$ 0.184	\$ 0.165	2,998,127	\$ 55,129		\$ 55,129
15	\$ 0.189	\$ 0.170	2,983,136	\$ 56,498		\$ 56,498
16	\$ 0.195	\$ 0.176	2,968,221	\$ 57,902		\$ 57,902
17	\$ 0.201	\$ 0.181	2,953,380	\$ 59,341		\$ 59,341
18	\$ 0.207	\$ 0.186	2,938,613	\$ 60,816		\$ 60,816
19	\$ 0.213	\$ 0.192	2,923,920	\$ 62,327		\$ 62,327
20	\$ 0.220	\$ 0.198	2,909,300	\$ 63,876		\$ 63,876
					Total	\$ 1,021,967

Retail Escalator	1.03
PPA Escalator	0
Discount Rate	6%

<b>Project NPV</b>	<b>\$559,195</b>
NPV per total MWh	\$9.16

## 11 Cent Fixed

Year	Projected Electricity Rate	PPA Rate	Production	Savings	Other	Total Annual Benefit
1	\$ 0.125	\$ 0.110	3,200,000	\$ 48,675		\$ 48,675
2	\$ 0.129	\$ 0.110	3,184,000	\$ 60,392		\$ 60,392
3	\$ 0.133	\$ 0.110	3,168,080	\$ 72,347		\$ 72,347
4	\$ 0.137	\$ 0.110	3,152,240	\$ 84,548		\$ 84,548
5	\$ 0.141	\$ 0.110	3,136,478	\$ 96,999		\$ 96,999
6	\$ 0.145	\$ 0.110	3,120,796	\$ 109,708		\$ 109,708
7	\$ 0.150	\$ 0.110	3,105,192	\$ 122,681		\$ 122,681
8	\$ 0.154	\$ 0.110	3,089,666	\$ 135,926		\$ 135,926
9	\$ 0.159	\$ 0.110	3,074,218	\$ 149,449		\$ 149,449
10	\$ 0.163	\$ 0.110	3,058,847	\$ 163,257		\$ 163,257
11	\$ 0.168	\$ 0.110	3,043,552	\$ 177,357		\$ 177,357
12	\$ 0.173	\$ 0.110	3,028,335	\$ 191,758		\$ 191,758
13	\$ 0.179	\$ 0.110	3,013,193	\$ 206,467		\$ 206,467
14	\$ 0.184	\$ 0.110	2,998,127	\$ 221,491		\$ 221,491
15	\$ 0.189	\$ 0.110	2,983,136	\$ 236,840		\$ 236,840
16	\$ 0.195	\$ 0.110	2,968,221	\$ 252,520		\$ 252,520
17	\$ 0.201	\$ 0.110	2,953,380	\$ 268,542		\$ 268,542
18	\$ 0.207	\$ 0.110	2,938,613	\$ 284,912		\$ 284,912
19	\$ 0.213	\$ 0.110	2,923,920	\$ 301,641		\$ 301,641
20	\$ 0.220	\$ 0.110	2,909,300	\$ 318,738		\$ 318,738
					<b>Total</b>	<b>\$ 3,504,249</b>

Retail Escalator	1.03
PPA Escalator	0
Discount Rate	6%

<b>Project NPV</b>	<b>\$1,704,044</b>
NPV per total MWh	\$27.91

