



**Medway Energy Committee**  
 Town of Medway  
 155 Village Street, Medway MA 02053  
 Tel: (508) 533-3264  
 Fax: (508) 533-3281

*Shelley Wieler, Acting Chair*  
*Diane Borgatti, Member*  
*David Brownell, Member*  
*Peter Cooper, Member*  
*John Foresto, Member*  
*Charles Myers, Member*  
*Robert Tucker, Member*

**Meeting Minutes: October 17, 2012**  
**Medway Senior Center**

**Approved: November 28, 2012**

**Call to Order:** This meeting was called to order by Acting Chair Shelley Wieler at 7:05 p.m.

<b>Attendees:</b>	9/19/12	10/17/12	11/14/12	12/19/12	1/16/13	2/13/12	3/20/12	4/17/12	5/15/12	6/19/12
<b>Shelley Wieler</b>	X	X								
<b>Diane Borgatti</b>		X								
<b>Dave Brownell</b>	X	X								
<b>Peter Cooper</b>	X	X								
<b>Charlie Myers</b>	X	X								
<b>Robert Tucker</b>	X	X								
<b>John Foresto</b>	X									

**Meeting Minutes:**

A motion was made by Charlie Myers, seconded by Robert Tucker, to approve the meeting minutes of September 19, 2012. Diane Borgatti abstained due to the fact that she was not present at the September 19, 2012 meeting. The motion was approved unanimously.

**Elect Committee Chair and MEC Mission:**

Shelley Wieler said that the MEC now has 7 members and she suggested that having 9 members would be beneficial. Keeping an odd number of members tends to limit the possibility of a deadlock. Before discussing the election of a committee chair, Shelley Wieler asked that the committee discuss the goals for the MEC. Charlie Myers expressed concern that the MEC should be more involved in selecting what energy saving decisions are made by the Town. He said that it would be good to know what the selectmen want the MEC to do going forward. Peter Cooper agreed that the MEC should be more involved in the selection of what energy saving programs are funded and he is concerned that the Town may not meet our energy reduction targets. Dianne Borgatti suggested that the MEC and BOS should meet to have a joint meeting to decide the direction of the MEC going forward. David Brownell said that the Green Community Program has provided some value to the Town thus far but that other funding sources should be explored. Charlie Myers said that if there were a Town Facilities Manager they should become a permanent member of the MEC. Shelly said that this role could be met by either Tom Holder or David D'Amico.

The members discussed their membership in the MEC going forward. Charlie Myers and Peter Cooper agreed to stay on the committee. David Brownell agreed to stay on the committee but declined to be the

Vice Chairman. Shelly said that she would be willing to be the Chairperson. Diane Borgatti nominated Shelley Wieler to be the Chairperson and Peter Cooper seconded the nomination. The committee voted unanimously to elect Shelley Wieler as the new Chairperson.

**Endorsement for School Committee Returning Funds to the Town for the Trane Debt Service:**

Diane Borgatti explained the Town needs a separate account to be used to cover the Trane debt service. The school has an underspent energy budget due to energy conservation measures and the mild weather last year. Charlie Myers made a motion that The MEC agree to endorse this School Committee proposal with the following text: “The Medway Energy Committee endorses the proposal of the Medway School Committee to create a separate account to retain unspent school budget energy funds from current years to be used exclusively for the purpose of paying the Trane program debt service during years when there is a school energy budget deficit, with the understanding that the funds would not be repurposed in future years.” Peter Cooper seconded the nomination and the MEC voted unanimously to endorse the motion.

**Review and Discuss TNT Audit and Reprioritization of Projects:**

Shelley Wieler said that the Energy Audit performed by TNT is available to the MEC members. Peter Cooper mentioned that there is a summary page on sheet 49 of this document. Shelley Wieler said that it would be reasonable that the MEC provide between 3 and 7 recommendations for next-step projects. Shelley said that she would take on an Action Item to verify that all members can see this report so that we can provide our recommendations during our next scheduled meeting.

**Review LEAP Draft with Erin Brandt:**

This item was tabled until the next meeting as the draft is not yet available.

**Review and Discuss Net Metering RFQ:**

Shelley Wieler said that the BOS authorized the Town to pursue the Net Metering RFQ separately from any similar actions by other towns, but she is not certain if the BOS is familiar with the efforts in other towns and suggested that the MEC advocate for Medway to work with these towns in this work. Charlie Myers said that the MEC may be ahead of other towns on certain aspects of a solar program. Bob Tucker said that the group of towns has a regional RFQ available but each town can have their won contracts and technical/commercial terms. Charlie Myers suggested that the MEC position is that it supports the regional town approach and would like to see Medway have technical and commercial aspects be adjustable to meet the needs of Medway.

**Review Response to Meg Lusardi Regarding Criteria No. 3:**

David Brownell presented a draft letter replying to the Green Communities Program response to our letter advocating for a change in how electric and fuel energy are accounted for in the Criteria No. 3 for becoming a Green Community. Charlie Myers moved that the response letter be authorized by the committee and that David Brownell can reply to subsequent correspondence with Meg Lusardi without specific MEC authorization. The motion was seconded by Diane Borgatti and the motion was approved unanimously.

**Continuing Education:**

Shelley Wieler said that there will be a Solarize Metrowest Event on October 22 at 10 AM at the Sherborn Town Hall. Shelley also suggested that Peter Cooper present his MIT Building Energy Presentation and asked Peter if he would be willing to have his presentation be videotaped for cable so it could be archived

and be made available on the Town of Medway website. Peter concurred. Charlie Myers suggested that the Green Team be invited to promote energy savings using the News Watch program. Shelley Wieler suggested that we could promote certain YouTube energy savings videos by adding them to our website.

**Future MEC Meeting Dates:**

The committee agreed to meet next on November 28, 2012 at 7:00 PM at the Senior Center. We will not meet in December.

**Action Items:**

The Committee reviewed the action items from the September 19, 2012 meeting and identified those that are still outstanding.

The Action Items completed include the following:

- 1) Follow up with MSBC on single commissioning and cost and also get copy of commissioning plan (Bob Tucker): Bob Tucker discussed the MSBC commissioning efforts and the availability of the commissioning plan.
- 2) Follow up with BOS on 2 committee vacancies: The BOS advised the MEC that we would need to recruit new members for the committee.
- 3) Elect Committee Chair: Shelley Wieler was elected as the Chairwoman of the committee.

**Outstanding Action Items:**

<b>Action</b>	<b>Assigned to</b>	<b>Deadline</b>
Review TNT audit and reprioritize Town’s wish list for next round of Green Community funding. Verify Report is available to MEC.	Erin/Shelley	ongoing
Forward info on annual mileage related to retired police cruisers to be included in annual report	John	ASAP
Obtain copy of draft LEAP from Erin	Shelley	January
Forward RFQ relative to net metering to the committee	Erin	ASAP
Forward Marshfield’s RFP documents relative to net metering to the committee	Dave V.	ASAP
F/U with Suzanne on Green Communities quarterly report and forward to committee	Shelley	ASAP
Add Shelley as administrator to committee’s Google group	Michelle	ASAP

**Adjournment:** With no further business before this Committee, a motion was made and unanimously passed to adjourn at 9:25 p.m.

Respectfully Submitted,

David Brownell  
Acting Night Board Secretary