

**Green
Community
Study
Committee
MEETING
MINUTES**

August 21, 2013

Fire & EMS Headquarters, 20 Church Street , Training Room

William Taylor, Marcella Stasa, Leigh Hamlet, Robert Jordan, David Schmidt; Town Manager, Blythe C. Robinson.

1 The meeting was called to order at 6:30pm. Ms. Robinson opened the meeting and reviewed the
2 agenda with the members, as this is the first meeting of this committee. Since it was the first
3 meeting there were no minutes to approve.
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5 Ms. Robinson gave a brief overview of the Open Meeting Law. She reminded the members that
6 meetings must be posted 48 hours in advance and sent to the Town Clerk for posting on the
7 website, that meetings must be held in a ADA accessible building, and that minutes must be kept
8 in accordance with the law, and also submitted to the Clerk. Ms. Robinson also reviewed the
9 charge to the committee which requires them to make a report to the Selectmen at the conclusion
10 of their work that recommends whether or not to pursue Green Community Status with the State.
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12 Ms. Robinson asked the Committee whether or not they were ready to vote on the selection of
13 officers. The members discussed this and decided that they would like to get to know each other
14 a little more before electing a chairman and secretary, but would like to elect a temporary chair
15 until a later date. Mr. Jordan nominated Mr. Taylor to be the temporary Chair, which was
16 seconded by Mr. Schmidt. The committee voted unanimously to appoint Mr. Taylor as
17 temporary chair.
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19 The Committee then discussed the various requirements to become a green community. Mr.
20 Schmidt suggested that we approach other towns that have attained this designation to ask about
21 their experiences and advice. Mr. Taylor told the Committee that the state has regional
22 coordinators and we should find out who is assigned to Upton and invite them to a meeting to
23 talk about the process. Mr. Jordan brought up the energy code and when it is to go into effect,
24 and how this would impact the Town with regard to the stretch code. The Committee also
25 discussed the requirement that the Town have a baseline of energy use established so that it can
26 measure reducing it by 20%. Ms. Robinson asked the Committee to look into whether or not we
27 can count the Town Hall prior to the renovation starting, since a lot of work will be done in that
28 project to make the building efficient. The Committee members asked specific questions about
29 what the Town Hall project will entail to understand the energy aspects more clearly. Ms.
30 Robinson also informed the Committee that National Grid has offered to come out and look at
31 each of the Town's buildings and provide recommendations on how they could be made more
32 efficient and how those improvements could be financed.
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34 The Committee discussed their future meeting schedule and decided to meet on the first and third
35 Wednesdays of each month. They also decided to reach out to the State coordinator and Ann
36 Mazar from Mendon and invite both of them to a future meeting to ask questions about the green
37 community process and Mendon's experience with it. The Committee will also do some
38 individual research on the green community program so that they can develop a list of questions
39 for these interviews. They will then plan to reach out to the other Town boards and departments
40 they'll need to talk to as part of their research.

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ADJOURN MEETING

Motion #1 At 7:32 pm motion was made by Ms. Stasa to adjourn the regular meeting.

Second: Mr. Jordan, Unanimous.

Respectfully submitted,

Blythe Robinson, Town Manager