

Meeting Minutes, Wayland Energy Initiatives Advisory Committee
12/17/2014; 7:30 pm
approved 1/7/2015

Attendees:

Name	Association	Name	Association
Ellen Tohn	Energy Comm	Tom Sciacca	Energy Comm
Anne Harris	Energy Comm	Mike Staiti	Energy Com
John Harper	Energy Comm	Corinne Lenk	Energy Comm
Ben Keefe	Wayland Public Buildings Director	Bill Huss	Energy Comm

Minutes:

Municipal Solar Projects Updates

School Committee Outbrief:

School committee voted to support the Energy Committee adding the solar projects to the warrant article and raised a few concerns:

- Liability and making sure the PPA covers liability
 - John notes that the lease is the appropriate document for handling liability more than the PPA
- Snow melt off the canopies
- Watershed in the parking lot and how that watershed may be affected by runoff from the canopies
- Timing construction at school to coincide with summer break

Discussion on existing rain gardens at the Wayland High School parking lots and issues with the function and maintenance of this landscaping

Energy Committee notes that the solar projects are only responsible for the water management affected by the installation, not responsible for poorly functioning water management in other areas of the parking lot

Replaced landscaping affected by the canopies should be shade-type; Note that mulch can block the watershed and should be replaced with river stone for improved drainage

Mike Staiti notes that icicle formation is not an issue for solar panels as the panels are as cold as the ambient air and do not cause melting water to refreeze on the edges of the panels

Board of Selectman Outbrief:

Board of Selectman Cherry and Nan recommend the submission of 2 warrant articles with 2 additional motions

1 solar article with 2 or 3 motions concerning the lease of the land and the contract to buy power

Sudbury, Lexington, Eastham → Corinne to contact Mike Zimmer from Ameresco for similar-to town's warrant articles concerning solar

3 decisions at town meeting:

- 1 lease land for 20 years at the 4 sites
- 1 town agrees to enter into 20 year contract to buy power from Ameresco (PPA) for all 4 sites
- 1 PILOT (payment in lieu of taxes) assume a level payment for taxes thus Ameresco can run their model for payment
 - tax revenue plus credits that can be assigned to different utility bills

John notes that the contract language with Ameresco must be written to allow for 2 possible financial models by Ameresco, 1 with the PILOT and 1 without

Recommendation to hold public informational meeting in February in order to socialize the solar projects and educate Wayland voters

Notional schedule in preparation for Town Meeting and Warrant Articles:

- Jan 15 warrant articles are due
- BoS reviews in early February
- Time for Committee to edit the warrant article is February after BoS review
- End of Jan goal to have PPA finalized with 2 options (pilot, no pilot)

- NLT week of 23 Feb for socialization meetings
- 16-19 avoid due to Feb school break
- 1st week of March the warrant goes to print

Corinne to create sequencing schedule with these milestones (include construction start at schools as soon as they close for summer)

Prior to town meeting in about January when Ameresco hands off the PPA to the Committee, need Owner's Agent to verify (1) financial model and (2) 30% technical construction details

Explore votes of support from DPW, Con Comm, School Comm, Permanent Municipal Building Committee, and Finance Committee

Energy comm wants to get on Con Comm's agenda for January, goal would be to familiarize Con Comm with the planned projects and show how the solar works will NOT have a negative impact on watershed (BMP best management practices plan – specific to water drainage)

Mike Staiti has an existing meeting with Con Comm for another project and agrees to raise the solar project with the Con Comm during the tail end of this meeting and request to be added to the next agenda

Park and Rec have no interest in the solar project as open fields have been removed as sites

Ellen makes a motion that the Energy Committee submit a warrant article to the Board of Selectman to enable the town to have a 20 year lease on the 4 sites, a 20 year contract on the 4 sites for the power purchase agreement, and then to enable the town to enter into a PILOT agreement based on draft text that was circulated tonight with any comments or edits submitted by 05 Jan; Tom seconds; All present voting members approve unanimously; Solar experts wholeheartedly support this motion

Current preliminary estimates based on current lay-outs are \$175K per year of revenue and financial benefits for the town coming to about \$3.1M over 20 years

PILOT agreement will likely be between \$30K and \$35K per year depending on how the parameters are entered into the financial model

End of January need from Board of Assessors a final number to use in the PILOT; Committee to support the Board of Assessors as they develop this number

Detailed discussion on apportioning the Owner's Agent funds, which are limited to about 37 hours total. Committee recommends that OA prioritize the financial review (20-25 hrs), followed by the legal language (5-10 hrs), with limited to no hours on a technical review. First pass of PPA will be reviewed internally by Mike and John so as not to manage OA's hours inefficiently.

Committee makes a motion to recommend the Town engage Peregrin to serve as the Owner's Rep for the solar projects involving review of the financial models proposed by Ameresco and the PPA and legal documents substantially in the form of the document circulated by John Harper today; Seconded; All present voting members approve unanimously

ESCO Project Updates

Project needs a recommendation concerning the work at the Town Building which requires direction from the Town on the future use of the Town Building

If no work on the Town Building takes place, then the Town would be responsible for paying back Ameresco the energy audits that were conducted unless additional scope added from other town buildings like schools

Committee advises Ben that a decision on the Town Building must be made in time for a resolution to be submitted to the warrant article by 15 January

Transformer work to take place over Spring Break (not Christmas break)

Feb-March timeframe, develop presentation materials for Town Meeting to show how the ESCO project is progressing

Suggested article for Wayland Town Crier on the ESCO progress and impact, the green communities grant, etc to educate the town on the positive impact of the committee

Ben has written a letter to NStar concerning a possible future decision to buy out the streetlights; first steps past the LED pilot program which has languished after the initial installation; Ellen mentions that the ESCO could cover the streetlight replacement if that makes fiscal sense

Motion to approve meeting minutes from 19 November meeting; Voted to approve unanimously

Upcoming meetings:

7 Jan – Committee meeting in preparation for BoS meeting

12 Jan – Committee on the agenda for the BoS

14 Jan – Regularly scheduled monthly committee meeting

Meeting adjourned 9:55 pm