

**Meeting Minutes** *(approved 9/10/14 4-0)*  
**Wayland Energy Initiatives Advisory Committee**  
**Wednesday, August 13, 2014**  
**7:30 p.m.**  
**Planning Board Conference Room**

**Members present:** Bill Huss, Tom Sciacca, Anne Harris, Harvey Michaels  
**Members Absent:** Ellen Tohn  
**Ex-officio Member absent:** John Moynihan

Minutes from 7/9/14 approved 4-0.

**Green Communities/DOER**

Grant was received (members had been notified by email already) in form of \$250,000 to be divided among 4 separate projects that are part of the energy saving and upgrades project to be completed by Ameresco.

Anne submitted grant application for Owner's Agent Technical Assistance grant from DOER on August 1; awaiting results. Requested \$9000 for ESCO assistance as we enter the construction phase and \$3500 for help with municipal solar projects that are being explored.

**Community Resiliency Grant**

Grant was received in form of technical advising services; Energy Committee members had been notified by email. Lincoln is also participating, though it is not a joint application. MAPC is coordinating. Supplemental information on the Middle School existing electrical and backup power system was submitted. Awaiting results from MAPC.

**Municipal Solar Projects**

July 29 Ellen, Anne, Mike Zimmer, Hal Meyer and Geri Cantor of Ameresco had conference call to confirm the sites Ameresco would be looking into for viability for municipal solar. They are:

- Middle School roof
- New DPW building roof
- Sand Hill landfill (recently capped)
- High School wastewater plant leach field (behind baseball diamond up slope)

We had scheduled to have Ameresco present results of their findings to our Committee at our September 10 meeting. (This may need to be moved; see notes below)

**Energy Improvements Project with Ameresco (ESCO)**

Anne reported on Selectmen's meeting of July 28: Ellen presented the ESCO contract agreed upon by John Moynihan, Mark Lanza and Ameresco for the Selectmen's authorization. The result was a majority, though not unanimous, vote to authorize Bob Mercier to sign a Notice to Proceed on the project, but excluding the Town Building work. One Selectman raised concerns over whether the contract allowed for changes and what that process might be, specifically in reference to the Town Building, as the changes to that building may or may not proceed, depending on the future plans for the building. Another felt the guaranteed savings should be spelled out separately in the contract for the two phases of the project: phase 1-excluding the Town Building and phase 2—Town Building work. The Selectmen passed a motion that prior to

issuing a notice to proceed on the Town Building the Facilities Director would appeal to the Board of Selectmen for approval.

After the meeting Ellen discussed these concerns with Bob Mercier, who consulted with John Moynihan and Mark Lanza. The consensus was that the concerns raised could be dealt with in addenda to the contract.

A kickoff construction meeting took place on August 6. Energy Committee members were asked not to attend.

Energy Committee discussion:

Selectmen were invited to the next Energy Committee meeting. Ameresco will be present. Committee members felt this meeting would be a good opportunity to address any questions or concerns the Selectmen might have. Focus should not be just on the baseline numbers and costs but also getting good value and quality by selecting the best vendors and products in the next stage. We could also discuss any reservations regarding the contract and what if anything should be included in addenda.

Members discussed whether some other Committee should participate in the oversight of the construction phase of the contract, along with the Facilities Director, e.g. the Permanent Municipal Building Committee or the Energy Committee. This is particularly in response to the Facilities Director's part time and retired status, and to facilitate communication during the transition when a replacement is hired. Anne will reach out to Ellen, Bob Mercier and Eric Sheffels to discuss. The Committee would also like to reach out to the new Town Administrator once she is on board. It is hoped the OATA grant will be received as having an Owner's Agent would facilitate communication.

Bob Mercier is working on an application for a Qualified Energy Conservation Bond. The DOER began accepting applications July 17.

### **Miscellaneous**

Next meeting: September 10. Potential agenda was discussed:

- Committee members felt discussing the ESCO/baseline and contract issues and having a presentation on solar would be too much for one meeting. Anne will contact Ameresco to reschedule a solar meeting at a separate date.
- ESCO issues should focus not just on baseline numbers but also emphasizing choices and value, discussing process.

Meeting adjourned at 9:30 pm.

ARH 9/8/14