



Clean Energy and Sustainability Committee

Minutes of Public Meeting

Filed with Town Clerk:

DATE: Tuesday, March 29, 2022 **TIME:** 7:00 PM
PLACE: Town Offices **ADDRESS:** 50 Billerica Road **ROOM:** 200

MINUTES

Prepared by Sean McGuigan, Clerk

MEMBERS PRESENT: Badhri Uppiliappan (Chair, in person), David Drayton (Vice Chair, in person), Sean McGuigan (Clerk, in person), Bern Kosicki (remote), Caeli Tegan (remote), David Sperry (remote), Jordan Vachon (remote, partial attendance)

MEMBERS ABSENT: Brittany Doherty, Bethany Ward

OTHERS PRESENT: Evan Belansky (Community Development Director)

Meeting Minutes

The Committee does not have any comments on the March 15, 2022 minutes at this time. Badhri has not had the chance to review them but he will review them later this week and we will approve next meeting.

Public Input

None

Committee Clerk Selection and Committee Vacancy

Welcome Jordan Vachon to the Committee.

Climate Resiliency Regulatory Audit and Action Plan Request for Proposal Discussion

The Climate Resiliency Regulatory Audit and Action Plan Request for Proposal (RFP) was sent to 10 different firms with only one proposal submitted to the Town (from Weston & Sampson). The smaller size of the project may have kept return rate low as well as the time of the year and consultant staffing levels.

Evan discussed Weston & Sampson's prior work with the Town and believes it was well received.

Evan plans to be the point of contact from the Town on this project. The Planning Board liaison is not yet known but they meet on April 13.

Task 1 of Weston & Sampson's proposal is a Project Initiation Meeting and in that meeting, we would discuss the scope of the project. Task 2, the regulatory audit, would likely make up < 20% of the effort of the entire project. Evan believes CEAS members, either the whole Committee or a subgroup will have strategic work sessions with the consultant. The short-term (1-3 yr) strategies from playbook should be easy to achieve while the intermediate and long-term strategies may be more technical and may meet more resistance.

The Committee could reissue the proposal but no guarantees that we get additional responses. Our contract with the State states that we need to spend the entire \$30,000 by the end of fiscal year. Evan could reach out to the State to clarify funding deadline if Committee decides to resubmit the RFP.

Tentative schedule is:

- Evan will reach out to W&S for interview to discuss their proposal. It is believed this interview will occur on April 12.
- The Committee will make a decision on April 12 to recommend Weston & Sampson for the work or to re-submit the RFP.
- Assuming, Weston & Sampson is recommended, we need to get on the Select Board's agenda for their next meeting, which is likely April 18 so they can approve the contract.
- Initial kickoff meeting with consultant could be on April 26th or May 3.

Update on NMCOG Air Emission Inventory

David Righter of NMCOG is working on the air emission inventory project and will have a draft for us to review by April 8 for further discussion on April 12.

Update on MassSave Partnership Discussion

Town did a HomeWorks Memorandum of Understanding on or about June 2017 – allowed for Town Manager to send a letter to all homes to sign up for services. Badhri and Gary Persichetti (DPW Director) will discuss tomorrow what might be required for a MassSave RFP and Badhri also has RFP templates from N. Attleboro and Salem/Beverly. Gary will retire at end of May. Michelle Clancy from DPW of Lowell will replace him.

Timeline-wise, perhaps the Committee could put out a RFP for energy audits around beginning of May, evaluate submittals around the end of May, and select winning firm(s) in June. The winning firm could start signing up Town citizens for energy efficiency projects in Fall 2022 to continue for at least one or two years. We need to think about public engagement.

Dave Drayton – gave a presentation to one Boy Scout Troop and asked if they would like to assist the Committee with outreach efforts. They did not want to because it wasn't a typical community service project and the Scouts were concerned that if the homeowner backed out of the audit, the Scouts would not be compensated for that sign-up. Can we address these concerns when we discuss with other Troops?

National Grid has a Community First Program (CFP) – NG will pay up to \$60,000 for up to three years for Energy Coach to assist Town. How can we leverage?

Follow-up item: Badhri, Dave Sperry, and Bern will attempt to come up with a strategy around these ideas and whether a RFP should be prepared by the April 12th meeting.

Other topics:

The Sustainability Manager position has been posted and hopefully, we have a new representative soon.

MAPC playbook discussion – signups available. We will add Playbook updates to the Agendas going forward. As a reminder, we should look through playbooks to find something that Committee can focus on to stay on step with guidelines/timelines. Teams can also interact with committee liaison roles. Educate rest of committee about important steps that need to be taken.

CCAT/Recycling Committee will have an outside table at the Library from 12-3 on Earth Day (April 23). Opportunity for CEAS to promote themselves. Do we have time to create a survey for the event? July 4th parade attendance?

April and May 2022 Meeting Dates

April 26th meeting is set. Potential May meetings will be on May 3, May 17, and May 31.

Meeting was adjourned.