



## **Bedford Energy Task Force Meeting Minutes: September 15, 2015**

Members Present: Suzy Enos, Mark Mullins , Carrie Sarno, Tassir Alani, Brendan Welch, Margot Fleischman, Aubrey Jaffer

Invited Guest: Richard Callaghan – Director of the Library

Also present: Legne Martinez, Daniel Gutierrez, and Christine Rabinowitz

Note Taker: Carrie Sarno

**Chair Mullins called the meeting to order at 7:30 pm.**

### **Meeting Minutes – July**

Voted, 4-0-1 to approve the minutes of July 28, 2015 (moved by Enos, seconded by Welch).

### **Library Energy Use**

The Energy Task Force (ETF) invited Richard Callaghan, Director of the Library to attend the meeting as a way to connect the work this group is doing to help improve the overall energy efficiency of the library. Mr Callaghan provided an update on current energy usage and future projects at the library. The follow items were discussed:

- Since July the electric bill is now being sent to the facilities department – they go to Tassir to review this is something that is new that all departments are sending them to Facilities – this is due to consolidate accounting
  - Open most weeks 7 days a week – 69 hours a week more than other town buildings
  - 34,000 sq. ft. building
  - 200-250, 000 come to the library each year
  - Library is the most commonly used building in the town
  - They have 1100 bulbs and 40 computers
    - Over past 4-5 years they started replacing LED bulbs
- They do some in-house O&M but more complicated facilities is brought in.
- They have worked with National Grid to insure they are maximizing incentives
- Staff is generally in the building starting at 6:00AM
- Takes a while to turn on the lights as there are many banks of lighting - no controls
  - This is something the ETF has discussed in the past with other town buildings
- The original building does not have a lot of insulation and is a potential source of energy loss
- A/C is only used after Memorial Day
- A question was asked if anyone had ever shared the prior energy policy document that the ETF had developed and Mr Callaghan indicated no, but that he is seeking assistance and was looking forward to seeing the revised document.
  - The ETF is here to be a resource to the library and other department heads to help reduce energy consumption in the town.
- 2014 town meeting approved – HVAC mechanical study which include energy efficiency measures – they are just at the start of this process.
  - They will be installing VFD in the equipment in the coming weeks. The funding from this comes from green communities.
- There are a number of other energy savings projects they are looking at doing including:



- Replacing the front doors on the front of the old building, replacing windows in FY17, new roof which could be a good place for solar
  - At this point in meeting Mr Alani mentioned that there is a proposal for the back parking lot of high school and Library for solar
- Lighting Controls – if they were installed this could really cut energy usage, you could alter the light levels and lower during times of inactivity
- It was asked if the ETF could display education materials like we had in the past when we were looking to become a green community. Mr Callaghan agreed that this would be good place to showcase / educate the public.
  - Carey library in Lexington has done something similar and it was been well received.
- Is the library used as emergency shelter? It does not have an emergency generator so it currently can't be used as one but could be in the future.

### **Appointments for FY2016**

Chair Mullins reminded the ETF that everyone needs to make sure they have been sworn in and that at this time we still do not have a school committee appointee for the committee but hope to hear of one soon.

Brief discussion was held on changing from an Ad-Hoc to standing committee and having 3 year appointments. Should we go this route we would need to create staggered terms. This group was created as a task force – If we want to change the structure and appointments we would need to wait for the next bylaw review. The group also briefly discussed changing / expanding the mission, charge and name of the task force but opted to hold this for a future meeting.

Election of Chair: Sarno made a motion to elect Mullins chair of the ETF for the current term. Enos seconded this motion

Motion carried 5-0-0

### **Community Choice Aggregation (CCA)**

- CCA - Deciding where your energy comes from
- The ETF discussed having a clear vision for CCA including providing background on how it was voted on previously.
  - At town meeting in October of 1997 it was voted on to move forward. Research was done after our last ETF meeting and Chair Mullins learned from MAPC that this is still a valid town vote.
  - In, 1998 a RFP was created and an energy aggregation plan was created. Both are currently out of date but may contain some important information that can be use as the basis of the new RFP.
  - The town is working on drafting the new RFP and will be looking for public input, letters of support, especially from the ETF. Several community groups have already expressed interest such as Mother Out Front.



- Bedford day is a good opportunity to stimulate conversation and to educate the public on what it is
- The ETF can start to review and look around for what is the reasonable starting position is – we can help set metrics so the town can get further feedback. It will be important to help shape how green we want the town to be.
- The group felt that it would be important to create a timeline and project plan to support this effort.
- Next steps discussed include:
  - Review the old RFP
  - Chair Mullins will ask for a sample RFP from MAPC
  - Enos volunteered to create a sample draft timeline for next meeting (which can also be used for Bedford Day )

### **New Business**

Enos: Transitions Town and Mothers Out Front are sharing a booth for Bedford Day they are borrowing a bike from Concord Municipal light that has power and will light up when peddled.

Welch: Street lighting, currently no meters on each of the light fixtures is this something that can be changed in the future? Currently the lighting tariff doesn't allow for this so the group held this for a future discussion.

### **Next meeting Thursday Oct 15**

Margot made the motion to adjourn