

**Concord Energy Future Task Force
May 19, 2016
7:30 AM
Police Department Training Room**

Meeting Minutes Approved 2 June, 2016

Attendees: Pam Hill, John Dalton, Brian Foulds, Dan Gainsboro, Wally Johnston, Elise Woodward

Members of the Public: Laura Scott, CMLP; Alice Kaufman, Select Board; Michael Lawson, Select Board; Brad Hubbard-Nelson, CSEC; Fran Cummings

Pam Hill called the meeting to order at 7:35 AM.

Election of Clerk - A motion was made and seconded and voted affirmatively to elect Elise Woodward, Clerk, and Dan Gainsboro, Assistant Clerk.

Approval of Minutes - Dan moved to accept the minutes of May 5, 2016 as amended. Wally seconded the motion and it was approved unanimously.

Correspondence – The Chair acknowledged receipt of the Summary of Suggestions from Mothers Out Front.

Chair's Report – The Chair described the process for receiving correspondence in the future.

Web Address: The Task Force will have a web page where meeting notices, agendas, approved minutes, and any additional materials that the Task Force identifies will be posted.

Correspondence: Citizens wishing to contact the task force will be directed to use the task force email address. Anyone who writes to the email address will receive the following automatic acknowledgement:

"Thank you very much for your correspondence to the Energy Future Task Force. Your email is part of the public record and will be retained accordingly. Please know that your email will be forwarded to the full Task Force in advance of the next scheduled meeting. All correspondence addressed to the Task Force can be reviewed by the public at the Town House in the Selectmen's office. You can find information about the Energy Future Task Force, including meeting agendas, approved minutes, and the dates of upcoming meetings on line at the following address: energyfuture@concordma.gov
Our first meeting was held on Friday, April 15, 2016. The Task Force will hold at least one public hearing, date To Be Announced."

All correspondence is part of the public record and will be retained. All letters

received by postal mail will also be retained.

Prior to each meeting, Ruth Lauer in the Select Board's office will collect all correspondence received since the last meeting and will distribute as a package to the full task force. It will be a regular item on the agenda of each meeting to acknowledge and discuss correspondence.

Any mail or email that might be sent to an individual committee member's personal email address regarding the work of the task force should be forwarded to the task force email address.

Review of Task Force Goals – The Chair presented her description of the work of the Task Force.

1. Gather information / data and determine “what’s missing”.
2. Produce a framework as a basis for an action plan.
3. Identify goals and recommendations

Discussion followed: the framework should be robust and adaptable, data is the key for exploring and learning from others, data collection should also identify who are players and how metrics will be determined, the framework will be a standard method by which to judge new data, a rationale for goal setting should be described, goals may include CMLP (concord Municipal Light Plant), CLRP (Comprehensive Long Range Plan), governmental departments; stakeholders must agree to goals; the EFTF should be ambitious and push for results; time is of the essence; some subsets include carbon dioxide, energy use, sustainability, managing costs; land use options are influenced by zoning bylaws; is CMLP enabling legislation too restrictive?; previous energy plans are posted on the town's website; sustainability, energy and environmental health should be topics of the CLRP; reducing emissions may affect operations of CMLP; focus on where energy is used in town and fuel sources; Conservation will lower carbon and lower energy use; sustainability definition is not our charge; EFTF must balance ambition and openness; clarity is important: ambition / clarity / openness / focus; Solar Siting should not enough Town owned land to meet energy use with solar; attention to the evolving nature of governance in Town: funding, Town Meeting vote, new debt; build on existing capabilities.

Pam agreed to draft an “elevator speech” for discussion at the next meeting. It is important for the EFTF committee members to succinctly define what the task force is doing.

Data Collection Discussion – Several categories or “baskets” were identified with champions and supporters.

1. Emissions Inventory: Brian and John
2. Stakeholders: Wally and Pam
This category may include carbon emissions for Residential, Municipal, Business, Schools, Transportation, Building sectors
3. Best Practices by Others: Elise and Dan (Brian to contribute information)

4. Government: Pam and Wally
Governmental structures, Town Charter, MA General Court, Building Codes, Energy Regulations
5. CMLP: Dan and John (Brian will contribute information)
6. Alternatives / Other Ideas: Elise [this may be captured in Best Practices]

Next Meeting: June 2, 2016 at 7:30 AM in the Police Department Training Room
A tentative date of June 22 has been set for a Public Meeting for the EFTF.
Brian has sent a Carbon Calculator to each committee member for personal edification. It is a voluntary exercise but using it may increase individual's awareness of how energy data is analyzed.

Citizen Comments – Sustainability Principles exist. Define terms as you go. Identify goals with directional aspiration and focus on Green House Gas Emissions (GHGE). Avoid energy use goals because they are influenced by reliability and cost.

Consider ICCELL as a resource for data collection.

It may be a “long lead item” or difficult to obtain data on how much oil is consumed in Concord but CSEC has some information on this.

Green House Gas inventory work may require a consultant. If so, EFTF should advise the Select Board.

Transportation is embedded in several sectors.

Understand what happened with follow-through on prior studies.

It may be possible to engage an intern college student to assist the EFTF.

Adjourn – The meeting was adjourned at 9:30 AM.

Respectfully submitted by Elise Woodward, Clerk.