

Concord Energy Future Task Force
July 14, 2016 Approved August 25, 2016
7:30 AM
Police Dept. Training Rm.

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

Liaisons: Bouzha Cookman, Brad Hubbard-Nelson, Laura Scott, Michael Lawson

Citizens: Lindsay Kafka, Linda Booth Sweeney

Meeting Minutes - The minutes from the July 7, 2016 meeting were approved with changes. Motion was made by Dan and seconded by Elise. Anne will update the minutes and send to Elise and Pam.

Correspondence – Pam will forward all correspondence that comes in to all members. She is still not confident that the email account that was set up is working correctly. Elise is still working with Mark Howell on this issue. The group still has not received the correspondence or electronic links. Due to this snag, Elise will sort the correspondence as it comes in.

Chair's Report – Pam had nothing to report at this time.

Work Plan - All members had a completed work plan except Brian who will complete it over the weekend.

Elise - Other cities and towns/best practices -

Under the contacts section of Elise's work plan it was mentioned that she would contact the Board of Selectmen for a contact person in Acton. It was stated that she should talk to the decision makers in the town, how they adopted their energy management plant. The list of contacts in the work plan is a working list and will probably change as time goes on. Elise will probably do her interviews during August and September and develop her recommendations in October. It was suggested that Massachusetts Municipal Association, EPA, Hanscom, Massport and Park Services be added to the list. Brian will also give Elise a contact at Arcadia Group which could be a good resource. Elise should know by August 1st what state legislation will be enacted that is pertinent.

Pam – Government Documents

Pam stated that it will be a challenge to assemble and analyze all the documents from the different sources and that she is requesting either help from a volunteer or town staff. There are conflicts even within our own town policies such as the Historical Society where if you have a slate roof and want to go solar or children all being driven to school when there is a fleet of school busses already on the roads to get them there.

Contact: The following suggestions were made to this section of the work plan

- Town Moderator would be a good resource since he is informed of issues in town that go beyond the town meeting.
- John Flaherty – he would have useful information regarding the school policies
- John Minty would be a good contact regarding the building code and zoning related issues
- Finance Committee, School Dept. and Town Manager – check with them in August to see if there are any budget requests that have an energy component.

Pam wants to make sure her government documents work doesn't overlap with Elise. She is not inclined to explore regulations or legislation and will focus on town government documents. Wally stated that there is a lot at state level that affects us such as Clean Air Act implementation. Pam stated she would explore this. Dan and John informed Pam they would review Chapter 164 (CMLP) so they don't overlap.

Dan & John – CMLP

The following comments were made during the discussion of their work plan:

- They recognize the role of the task force vs. CMLP
- They will talk to Massachusetts cities/towns that have municipal light plant who have made progress with energy efficiency. They will also talk to the light plant directors.
- Middlesex School uses co-generation and they should think about adding private schools as a contact category. They may have a different strategy for energy conservation. It should be considered if private/boarding schools be added as the 7th group for interviews.
- Are there any net zero houses or grids in town. There are regulations in town limiting the adoption of some of these ideas
- Depending on how you come at a question, operational or stakeholder, the answer to a question will have a very different reply.

Wally -Stakeholder –

Let's get in and have the first interviews and possibly a second so we have best practices, ideas from CMLP. It was decided that 2 board members would do each set of interviews since 3 would be a quorum of the board. The group should have Dave Wood or Chris Roy from CMLP attend a meeting of the task force since they are so integral to this process. Wally will narrow down the list of potential questions that he listed on his work plan.

Suggested additions to contacts:

- Christ Santos at New England Deaconess (Newbury Court) – this group is akin to boarding schools and should not be combined with Emerson Hospital.
- Jan Arcidi is a good person to talk to before meeting with New England Deaconess and Emerson Hospital as she has met and discussed energy efficiency with both of them.
- Virginia Road (Middlesex Green?) – They are doing a lot with energy efficiency and should be worth adding to the list of contacts.
- The Chamber of Commerce may be helpful in compiling the list for the second round of interviews.
- The business community voice is an important one and we should drill down to certain member of the community to include in the interviews.

Comments on list of 10 questions:

Question 5 – change question to read How large of a role does energy play in operating your business or department?

Question 6 – How would you adapt to a carbon fee?

General Thoughts:

In #5 why was 2050 selected as the year? We should be thoughtful about any milestone. It was suggested to take out the date completely.

In #8 change the questions to read "How should residential activities be accounted for in the framework"?

Initial Interview - It was agreed that the interview questions should be sent to the contact ahead of time so they can review the range of questions along with a cover letter stating this is what you would like to discuss along with their decision making process. This will give them some guidance for the interview and result.

It was asked if Wally's questions were generic enough that each group could ask them. If not, there needs to be a more focused question. Each interviewer can ask the questions and the interviewee can always say the questions does not apply to them. Wally will go through his questions and wordsmith them and distribute them to the group.

The question was asked "What do we do with all the information we compile from the interviews? The data that is gathered will be used by those who follow forward and they will know the thoughts of the community. The data will also be put into the task force recommendations in their final report and will be part of their record. This is the prep work before the job itself gets done. Those that go forward with the task will be informed.

Wally stated that he could use some help during the interviews to take notes of the responses. When asked if the entire task force should be before some of the interview, Elise stated that Chris Whelan and Dave Wood should probably come to one of the task force meetings after the interviews occur. It was agreed by all present that 2 people will do each interview and they should start reaching out now to those they want to interview so they can get on their schedule. Each group will let Wally know who they wish to interview and he will work on getting on their schedules.

Resources:

Additional Members: The task force was told they could add up to 2 more members to help with the work load. When asked as a group it was agreed that adding new members would just slow the group down and the group is only a 6 month group. All members agreed that no new members would be added and instead the group would use volunteers.

Volunteers: There have been a number of people who have voiced their interest in helping the group. It was discussed whether the group should put something in the Concord Journal that those interested in volunteering should take out a green card. The challenge is if you get too many responses and only need 3 or 4. It was decided to go with the list of interested individuals they have from the public meeting and they will check to see if any of them have taken out a green card. The group will definitely

need clerical assistance and will need help soon. They need to decide as a group what their needs are when they need it. Some in the group will need help while others can do it on their own. Pam will look into what green cards have been taken out to date. Pam will also let the Select Board know that they do not wish to add any new members to the task force. Any specific needs for help from a volunteer should be sent to Pam.

Citizen Comments:

Brad Hubbard Nelson, CSEC – Brad mentioned that he has someone who has expressed an interest in helping out the task force. Also the CSEC should help with some of the group’s needs. Pam encouraged them to fill out green cards.

Linda Booth Sweeney, Mothers Out Front – She asked if she could get a list of the questions that will be asked at the interviews. Linda was told that the list of questions is public information and is available at the Town manager’s office. It was noted that the agenda is put out on the website but the agenda packet is not and it should be. This will be discussed at the next meeting. Who populates the website? Who has access to it and who is the gatekeeper?

Motion was made by Dan to adjourn the meeting at 9:40 am and was seconded by Pam.

Respectfully submitted by Anne Stevens, CMLP