

**ENERGY MANAGEMENT COMMITTEE**  
**Minutes: May 20, 2019, 5:45 to 7:00 pm**  
**Muraco Elementary School, Library**

**Voting attending:** Justin Magee, Todd Kosterman, Karl Rexer, Colleen Soden,

**Non-Voting attending:** Laura Turenne, Susan McPhee,

**Absent:** Pete Lawson, LeeAnn McGahan, Fritzie Nace, Enzo Rascionato, Roger McPeek,

1. The Minutes from 4/8/19 were unanimously approved.
2. New Business:
  - a. Winchester received an Incentive Certificate from National Grid which gives Winchester an additional 10% incentive on any new, qualifying Retrofit or New Construction project through April 30, 2020.
  - b. Eversource requires data from the Laraway EV charging station that was installed through their Make Ready program. “EV Charging” signage should be changed to “EV Charging Only” to comply with grant requirements. *AI: Ms. Turenne to contact Drew Drummond at Greenlots to find out how long Eversource requires data.* Bollards are in place for 2 more spaces/ports and conduit has been installed for 4 more spaces/ports. *AI: Ms. McPhee to contact the Chamber of Commerce to make them aware of all 3 EV charging locations. Ms. McPhee will add the Laraway charging station to the app Plugshare, add a link to the Town’s website, and add to Town maps.* *Vote: To investigate and then recommend to the Town Manager that Town funding be used to pay for software licensing, cellular data, and setup fees as necessary to fulfill the requirement for Eversource’s Make Ready program.*
3. McCall Test Classroom: Mr. Kosterman discussed this topic with Mr. Lawson. Mr. Lawson noted that he would pick a classroom and that an HVAC technician would go to do an initial site visit. This will need to be finished by the start of school in September. *AI: Ms. McPhee to compose an email to Mr. Lawson confirming that this can be completed over the summer.*
4. Variable Frequency Drives: Deferred until next meeting.
5. Ongoing Projects:
  - a. Insulation of Wildwood Cemetery Building: Before this project can be done, Mr. Lawson needs to go into the attic to see if it requires any prep work. *AI: Ms. McPhee to ask Mr. Lawson if he has gone to look at the attic.*
  - b. LED lighting conversion completed at Wildwood Cemetery and at the West Side Fire Station: Both sites are satisfied with the new lighting.

- c. Lincoln auditorium lighting: Derrek Brown from AECOM revisited the site with a subcontractor who specializes in difficult lighting projects. Even with the subcontractor's more advanced equipment for hard to reach places, there are 6 fixtures that would still not be safe to reach without erecting a scaffolding system. *AI: Ms. Turenne to speak with Mr. Brown to determine if there are financial incentives available for this project.*
  - d. Mystic School Boiler Zone work: This will be started the week of June 10.
  - e. Muraco overhang: Vic Resto from Anchor Insulation sent a quote for the insulation. He would put 3 inches of closed cell spray foam around the perimeter and 10.5 inches of loose fill cellulose over the existing fiberglass insulation that is there. The quote is for \$13,935 and does not include the plaster work. Next step is to have Mr. Resto walk the site with a plasterer. *AI: Ms. McPhee will ask Mr. Lawson to arrange a site visit with the plasterer and Mr. Resto.*
  - f. The Beach House at Wedge Pond: Chris Nelson mentioned it could use new lighting and fixtures. Because it is seasonal and very small, it was determined that there would likely not be enough savings and is therefore not worth pursuing.
6. Solar installation at VO: The installation is complete. Net metering is not functional yet. It typically takes Eversource a couple months from the time of installation to get net metering functioning. The solar panels were only installed on the 3<sup>rd</sup> floor roof because the space over the second floor is reserved for additional classrooms.
  7. Oil to Gas conversions at Ambrose and Lincoln: National Grid misplaced their building plans. Ms. McPhee was able to provide them with Horizon's plans and Horizon was able to provide them with the plans that National Grid gave them last year. National Grid is in the process of trying to pull the permits. National Grid has not provided a start date.
  8. High School Solar Update: The project was passed at Town Meeting and includes t\$50,000 for safety railings. The goal is to have the project installed in August and qualify for Tranche 2.
  9. Community Solar Contracts: *AI: Ms. Turenne to reach out to Mr. Rascionato to determine if there's any update.*
  10. The next meeting is scheduled for Monday, July 1 at 5:45 at VO.