

**ENERGY MANAGEMENT COMMITTEE**  
**Meeting Minutes: Sept 19, 2022, 5:00 pm to 7:00pm**  
**Zoom Video Meeting**

**Voting attending:** Roger McPeck, Karl Rexer, Colleen Soden, Allison Gaiko, Justin Magee, Todd Kosterman

**Non-Voting attending:** Laura Turenne, Pete Lawson, LeeAnn McGahan, Susan McPhee, Ken Pruitt, Fritzie Nace

**Absent:** Bogdan Fedeles, Andrew Marron

1. Approve minutes from 8/15/22: The minutes were unanimously approved.
2. Vehicles (*Mr. Parlee and Mr. Marron, 10min*):
  - Mr. Parlee noted that there is no official vehicle policy in place but that all non-construction vehicles are first vetted to determine if the vehicle can be electric or hybrid. There is also other equipment to consider besides vehicles, such as mobile light tower used for construction. The 2 that Winchester currently owns are diesel, but future towers purchased by the town could be solar powered.
  - Lawn maintenance equipment, such as hand tools and riding lawn mowers, are also being considered for switching from diesel to electric. The equipment is replaced on an as-needed basis.
  - The funds required for a street sweeper will be on this fall's Town Meeting. Currently, it is to request money for a regularly fueled street sweeper because the cost of the all-electric one was twice the price. Ms. McPhee recommended that the request could have an asterisk next to it because the Inflation Reduction Act may provide the delta in cost for an all-electric one.
  - Another possibility of a vehicle that can be all electric is the tractor trailer that hauls the trash. Mr. Parlee is looking to have it replaced in 2027. Mr. Parlee noted that a colleague of his from Saugus just purchased two electric garbage trucks. They have 6 working hours/charge. He is attending the Mass Highway show and will update the committee.
3. New Business (*5min*): Mr. Pruitt encouraged all committee members to participate in Climate Solutions week.
4. Updates from EFPBC re New Lynch Building (*Ms. Soden and Mr. Kosterman, 5min*): There is a new goal from the Select Board to make the school net zero. They are looking for a 3<sup>rd</sup> party solar designer and currently have 3 companies lined up. Net zero means that all the energy that is needed for the building needs to be generated on site. There is still the possibility for geothermal to be studied. Placeholders are required in the budget, so the studies need to be performed as quickly as possible. A minimum EUI of 25 is still in effect. Approximately 30-35k sq ft of solar will be required but there's only about half that available with rooftop. Solar canopies will then need to be used. The schematic design is now posted. A formal energy model has not been performed. Insulation, triple pane windows, and geothermal all need to be considered.
5. Chargers (*Mr. Pruitt, 5min*):

- The EV chargers (one dual head) behind Town Hall no longer function. One charger has been broken for months and the other one may be one broken as well. A Clipper Creek charger is on order with a local vendor and is due to arrive soon. Jay Doherty, the Town electrician, will install it. An official policy for that charger needs to be created to address who can use it and when. The current charger was installed using a workplace charging grant 10 plus years ago. The new chargers on order cannot collect data and cannot charge money. Usually, there are 2 inspection vehicles parked in those 2 spaces, although sometimes a 3<sup>rd</sup> car will squeeze between them or beside them and use the charger.
  - The DC charging stations for the Jenks parking lot are still moving forward. Mr. Pruitt noted that the company FLO has a pilot program where they would take care of maintenance. MAPC is going to put out an RFP for Level 2 charging stations with the same model. *AI: Ms. McPhee to enquire with Eversource to survey Ginn parking lot and Wedgemere Station parking lot through their Make Ready program.*
6. Green Communities Grant Update (*Ms. McPhee, 10min*): Ms. McPhee was recently notified that DOER will not fund any type of phased ASHP project, unless they have integrated controls. Adding controls to the ASHPs increases the cost of the project at Parkhurst. In order for the gymnasium ASHPs to be funded, they need to be completely separated from the central boiler. The WinRec ASHPs will need to be deferred until next year, when the whole building will be electrified. The steam traps at the WinRec and Parkhurst buildings would be included in this year's grant. There aren't many utility incentives for the steam traps, but they have a great pay back. 3 projects in total: 1) Parkhurst gym ASHPs with controls 2) Parkhurst steam traps and 3) WinRec steam traps. All 3 projects put the total cost at \$138k. *AI: Mr. Lawson to check with Horizon about what type of steam trap Horizon will install.* Mr. Kosterman noted that some nozzles are prone to clogging. Capital previously approved \$33k for the ASHPs in the gymnasiums at both schools. *AI: Mr. McPeck to go to rest of Capital Committee and notify them of these latest changes. Mr. Lawson will notify Chris Nixon of the changes. Mr. Lawson to see if the additional \$17k can come from Esser.*
  7. Projects Overview Updates (*Mr. Lawson, 10min*):
    - a. Parkhurst: The building will start to start to be vacated by the administrative staff. They will be moved to various locations (Lincoln, WHS and Ambrose) by the end of Dec.
    - b. WinRec: See above under Green Communities Update.
    - c. West Side Fire: ASHPs were installed prior to the ongoing renovations. Currently, they are shut off and not running. Renovations should be complete by the end of Oct.
    - d. Other: The 2<sup>nd</sup> phase of the unit ventilator repairs at McCall is now complete. The 3<sup>rd</sup> and final phase has been submitted to Capital. The final phase is set to be done next spring.
  8. Town Hall HVAC (*Mr. Pruitt, 10 minutes*): The Select Board approved the fully electric version (there were 3 scenarios): 1) keep gas but add ventilation 2) all electric but keep gas as back up 3) a hybrid version. The Select Board chose the most expensive but all electric version to stay in line with the goals of the Climate Action Plan. Because electricity is expensive and gas is cheap, annual utility costs will increase. There will be no incentives because of the cost/benefit ratio. There will be a full override town vote in

March. The override vote will include this project, along with other town projects. *AI: Ms. Turenne to add to the agenda for the next EMC meeting.*

9. Policies: Revised Town Temperature Setpoint Policy Update (*Mr. Pruitt, Mr. Kosterman, and Mr. Lawson, 5min*): Currently, the set points are 68 degrees for heating and 76 degrees for cooling. Mr. Kosterman used the ASHRAE standards from 2020. Instead of having one set point for each building/space, there are ranges. For example, the range is 68-72 degrees for heating in classrooms. Protocol would be to start at 68 degrees and incrementally raise the temperature on a case-by-case basis (up to 72 degrees) until occupants in that space are comfortable. For cooling, a similar type of approach would be used. Unoccupied spaces would be 60 degrees for heating and 85 degrees for cooling (or off). The document will need to be ratified by School Committee and Select Board. Mr. Lawson noted that they do keep track of occupant complaints. They run trends and watch for anomalies. Next step is to have the document vetted by EFPBC. Vote unanimously passed: **Mr. Magee moves that the Committee vote to support the document titled Thermostat Set Points 9/19/2022.** *AI: Ms. McPhee to create a memo with cover page and send to School Committee and Select Board. Ms. Turenne to add dates to the document.*

10. Schedule Next Meeting: Monday, Oct. 24<sup>th</sup> 5:00pm at McCall

Respectfully submitted by Laura Turenne