



**Town of Winchester
Board of Selectmen**

Order Regarding an Energy Management Committee

The Board of Selectmen of the Town of Winchester hereby creates an Energy Management Committee charged with assisting the Town in the implementation of energy efficiency and related cost-saving measures for municipal buildings and facilities as set forth below.

I. The Energy Management Committee shall:

- Be responsible for establishing a municipal energy audit system to measure, record, analyze and report municipal building energy use and costs.
- Study and make recommendations on options for improving energy efficiency in Winchester's buildings and facilities.
- Liaison and work with the Massachusetts Office of Energy Resources, the Massachusetts Technology Collaborative, utility company representatives, other municipalities and other private and public sector persons with expertise in municipal energy planning, demand side management and renewable energy to obtain technical assistance and resources for the development and implementation of a Winchester municipal energy action plan.
- Identify and report to the Board of Selectmen on Federal, State and private grant opportunities as may be available to Winchester for energy efficiency and renewable energy projects. As directed by the Board of Selectmen, apply and/or assist in the application process for such grants.
- Study and report options for utility company reimbursements for qualifying energy efficiency measures. (Winchester's current electricity provider, NSTAR, already has funds earmarked for energy efficiency installations.)
- Identify and Report savings that may be achieved through different energy purchasing arrangements, including but not limited to aggregate buying, contracts with alternative generators and utility company discounts for participation in load-shedding contracts.
- Study and report on possible upgrades to the electric company infrastructure and plant serving Winchester, including the underlying wires, transformers and other elements of the electric distribution plant. The foregoing should be implemented with a view to improving energy efficiency as well as minimizing the risk of system outages.

II. The composition of the Energy Management Committee shall be as set forth below, subject to change as determined by the Board of Selectmen:

- a. Department of Public Works Business Manager
- b. Department of Public Works Facilities Manager
- c. Designee of the School Department
- d. Finance Committee Member
- e. Capital Planning Committee Member
- f. Educational Facilities Planning and Building Committee Member
- g. Resident appointed by the Board of Selectmen
- h. Resident appointed by the Board of Selectmen
- i. Resident appointed by the Board of Selectmen*
- j. Resident appointed by the Board of Selectmen**
- k. Resident appointed by the Board of Selectmen**
- l. Resident appointed by the Board of Selectmen***
- m. Resident appointed by the Board of Selectmen***

****Voted to change membership at meeting of 8/9/10 to include:

- a) DPW Facilities Manager (non voting member)
- b) DPW Business Manager (non voting member)
- c) Energy Conservation Coordinator (non voting member)
- d) One member representing the EFPBC, designated by the Chair of the EFPBC
- e) One member representing the FinCom, designated by the chair of the FinCom
- f) One member representing the Capital Planning Committee, designated by the Chair of the CPC
- g) Superintendent of Schools designee (non voting member)
- h) Four residents appointed by the Board of Selectmen

2. Every Department of the Town shall designate a liaison to the Energy Management Committee and said departmental energy liaisons shall participate in the Committee planning and meetings as determined by the Committee.

3. ****The Committee will support the Town's efforts to qualify as a Green Community, the Climate Action Task Force and other Town green energy and sustainability efforts and that the Energy Management Committee will review and recommend opportunities for renewable energy generation facilities on Town property.

Date: September 8, 2003

*Revised membership November 10, 2005

**Revised membership January 9, 2006

***Revised membership October 29, 2007

****Revised membership August 9, 2010