

**ENERGY MANAGEMENT COMMITTEE**  
**Meeting Minutes: Feb. 22, 2021, 5:30 pm to 7:00pm**  
**Zoom Video Meeting**

**Voting attending:** Todd Kosterman, Karl Rexer, Allison Gaiko, Roger McPeek, Colleen Soden, Bogdan Fedeles

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

**Absent:** Justin Magee

1. The minutes from 1/11/20 were unanimously approved.
2. New Business:
  - a. Sustainability: Ms. Soden and Mr. Kosterman noted that they are drafting performance targets and sustainability goals for the new Lynch building. Action Item: Ms. Soden and Mr. Kosterman will finish the draft and then will send to Ms. Turenne and Ms. McPhee for distribution. Ms. Nace mentioned a possible sustainability goal of having a functional kitchen with a dishwasher for reusable utensils.
    - i. Mr. Lawson noted that the DPW considers life cycle and payback of projects, such as roofs and HVAC systems. Ms. McPhee noted that when High School was being rebuilt, life cycle was looked at by the sustainability team. The sustainability team achieved the goal of installing high R value insulation.
  - b. MAPC Synopsis (*Ms. Turenne*):
    - i. It is expected that there will be another round of VW settlement funding in the near future, although timing is not yet known.
    - ii. Fleet analysis tools are available.
    - iii. The EPA, through the Diesel Emissions Reduction Act (DERA), will fund up to 45% of a new vehicle if fully electric. Currently, school buses qualify; however, Winchester leases its school buses. Other heavy-duty vehicles may be eligible in the future as more types of heavy-duty EVs become available..
  - c. Boiler Replacement at Muraco (*Mr. Lawson*): Three (3) natural gas boilers were installed in 2010. These hot water condensing boilers replaced a steam system. After 5 years, the current boilers became unreliable. They have CO issues and have resulted in school closures due to no heat. The boilers are bundled into the same override as the drainage project (new culvert). If override is successful, all 3 units will be replaced with reliable units that are 98% efficient. If the override fails, Mr. Lawson said it would go to Capital. If approved, they would be installed summer 2021.
3. Green Communities Grant (*Mr. Lawson, Ms. McGahan, Ms. McPhee*):
  - a. Vote on 2021 Projects: Please see proposed grant table. Winchester is able to apply up to \$100,000. There are 2 key changes to the grant: 1) there are now 2 rounds (spring and fall) and 2) municipalities can now apply for much larger amounts (up to \$500k) and then have to wait 2 or more years to apply again..

- b. West Side Fire HVAC upgrade has been approved by Capital with an expected completion of summer 2021. The grant is usually not announced until Sept. The project would include an air handler in the attic and condenser in back with 4 circulators/zones for heat (only 1 now). The project will use existing ductwork and will provide both heating and cooling. *Action Item: Ms. McPhee will send the Horizon proposal to Mr. Lawson for review to determine whether to start the project earlier using funding from Capital or to submit the project to Green Communities.* Although the project would add electric load, it lowers the overall thermal load.
  - c. Vote to approve the following projects for the Green Communities Grant 2021. Unanimously approved.
    - i. Public Safety Building: Switch Police side to LEDs
    - ii. West Side Fire Air Handler
    - iii. DPW LEDs
    - iv. Ambrose LEDs Phase 3
    - v. Flood lights (Town Hall)
4. Solar:
- a. Solar press release and Dash Board (*Ms. Nace and Ms. Turenne*): Press Release was drafted by Ms. Nace and then sent to Solect and Safari for edits. *AI: Ms. Turenne to send Jenn Cafarella at Town Hall a screenshot of the VO and DPW home dashboards to be added to the Town website.*
  - b. Chris Conway's question regarding expected production vs actual production at high school (*Committee*): The high school has a 127 kW system, but it has yet to produce more than 30 kW. It has been online since Oct. 2020. One explanation could be that only one inverter (as opposed to all 3) is reporting. The panels have been covered in snow since the end of January. Once the snow melts off the panels, the production amounts can be examined. The question was raised that if they are working but not reporting, does the building still get the benefit of the electricity. *AI: Ms. Turenne to include on agenda for next meeting. Ms. McGahan to send electric bills to Mr. Conway.*
  - c. High School Gym Roof: EFPBC is not considering this location for PV solar. Ongoing roof repair work is scheduled to be completed this spring. There are engineering concerns to be addressed such as can the roof support the weight of snow plus weight of panels. With the next solar panel project, Mr. Lawson will be very clear and up front about what DPW requires in regard to safety railings.
  - d. *AI: Ms. McPhee to investigate these additional sites for solar panels: West Side Fire Station (new roof is being installed), Parkhurst building and parking canopy (possible underground filtration system to be aware of), and awning at the site of the Winchester Train Station renovation.* Prices have decreased; therefore, it is worth investigating to install parking canopies and place battery storage next to the canopies.
5. Old Business: Defer until next meeting.
- a. McCall Unit Ventilator Pilot Project (*Mr. Lawson*):
  - b. Town Hall and Police HVAC (*Mr. Lawson*):
  - c. EFPBC and new Lynch (*Mr. Kosterman, Ms. Soden, Ms. Whittemore*)
  - d. META grant (*Ms. McPhee, Mr. Lawson*):
6. Schedule Next Meeting: Monday, April 12<sup>th</sup> at 5:30pm via Zoom