

**ENERGY MANAGEMENT COMMITTEE**  
**Meeting Minutes: Sept. 13, 2021, 5:30 pm to 7:00pm**  
**Zoom Video Meeting**

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

**Non-Voting attending:** Laura Turenne, Susan McPhee, Fritzie Nace, Pete Lawson, Frank Hackett

**Absent:** LeeAnn McGahan,

1. The minutes from 7/12/21 were unanimously approved.
2. New Business:
  - a. Peak shaving over the summer: Mr. Rexer inquired as to how the efforts proceeded during the summer. Mr. Lawson noted that minimal efforts were required due to the fact that there were no night meetings at Town Hall, the A/C at Lincoln was not run at all, and buildings were already at reduced usage. There was less usage than during a typical summer due to Covid. For now, DPW will continue to rely on the MAPC predictions.
  - b. Next town building to be constructed: Mr. Rexer inquired about what will be the next town building to be constructed, and if there is anything the EMC should do to get involved early. Ms Soden and Mr. Kosterman identified that the EFPBC is working on plans to replace the Lynch School and it is still in the phase of selecting a designer. There was some discussion and general agreement that the EMC wants to be involved as early as possible. The best thing the EMC can do now is to work with the EFPBC to complete the Owners Project Requirements (OPR) document. This is discussed more later in the meeting, and is summarized in point #6, below.
  - c. Clearway Community Solar: Winchester should start seeing savings in late fall, construction is now underway.
3. Dr. Hackett is the interim superintendent for the next 2 years. A representative is needed for this committee to represent the schools. *Action Item: Ms. Turenne to send an email to Dr. Hackett and Cc Mr. Rexer asking who will represent the schools at the next EMC meeting.*
4. Summary from meeting with Eversource (*Ms. Turenne*):
  - a. Eversource is doubling the incentives on expedited lighting until Nov. 30: A possible project could be lighting at Muraco. *Action Item: Mr. Lawson will reach out to the school department to see if there's money available from the override for exterior lighting.* Chris Nixon previously had the exterior lighting scoped out. *Action Item: Ms. McPhee will reach out to Derrek Brown of AECOM to inquire about interior lighting.*
  - b. Theatrical lighting specialist: Mr. Lawson mentioned that there were some email exchanges with Eversource regarding this topic but that there was nothing new to add.
5. Vehicles:

- a. EV Purchase Policies (*Ms. McPhee*): With all things being equal, the Town of Winchester shall preferentially purchase/procure Electric Vehicles (EVs), Plug-in Hybrid Electric Vehicles (PHEVs) or other highly efficient vehicles.
  - i. Town Vehicles: Ms. McPhee is on Select Board meeting agenda for Sept. 27, where she will present the statement above for their approval.
  - ii. Priority Leasing from Companies with Electric Buses: Ms. McPhee attended the School Committee Policy Committee meeting on Aug. 6. Unfortunately, a 3-year lease contract was just signed without knowledge of the above statement which reiterates the importance of having a representative from the schools attend the EMC meetings.
6. New Lynch, Owner's Project Requirements (OPR) Draft Feedback (*Ms. Soden and Mr. Kosterman*): The Lynch project is in the process of selecting a designer. The last EFPBC meeting was in August. A special meeting was held last week that focused on administration moving to the new Lynch as opposed to renovating the carriage house. The OPR did go through a review, but Ms. Soden was informed that it would be included at a later date. A target of 30 EUI and minimum LEED Gold has been set. *Action Item: Mr. Kosterman to reach out to individuals on EFPBC to get feedback.* Mr. Magee noted how important it is that this document be included from the very beginning. Once document is completed, EMC can draft a memo of its importance and send to EFPBC for endorsement/ratification. It would be helpful for the town to have some numbers for lifetime/operational savings, such as a cost/benefit analysis with a range of savings. It was noted that MSBA will only fund classrooms, Winchester must pay for all the rest. The final document will be voted on at our next meeting. Some EMC members will need to attend future EFPBC meetings.
7. Old Business update (*Mr. Lawson*):
  - a. Energy use – impact during Covid, update. It is difficult to determine. Schools were shut down completely for a few months but then reopened with additional air exchanges, but only for 4/5 days. Parkhurst is now online as a preschool. Ms. Turenne noted that MMBTU totals in most buildings seem to have returned to slightly higher than pre pandemic levels.
  - b. Green Community Grant projects moving forward, effective 9/9/21. Ms. McGahan can now issue POs.
  - c. McCall Unit Ventilator Pilot Project: Mr. Kosterman sent a brief description of the project to Chris Nixon to determine if funding can be secured for the entire project. Also, Mr. Lawson submitted the project to Capital Planning, but it would be divided into phases. It is being explored as to whether it fits into the ESSER or CARES program. Mr. Lawson sent them a summary, funding is based on air quality, not comfort.
  - d. HVAC project fire side of Public Safety Building: A choice was given between repairing the existing system or fully removing. The contractor came back with a very expensive repair or a slightly higher cost for a new system. Mr. Lawson prefers a new system utilizing the existing boiler and chiller. The project has gone to Capital Planning for review. . Mr. McPeck said it's very likely to move forward.
- 8 . Schedule Next Meeting: October 18th