

# Waltham Energy Action Committee

Thursday 7pm, April 18 2013

Public Meeting Room, Government Center, 119 School St.

## Minutes

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### Members Present:

Kathy Randel, Leo Keightley, Eileen Zubrowski, Melissa Downes

### Others Present:

Mayor McCarthy

Christopher Hardy

Currently networking and looking for employment in the renewable energy/energy efficiency space.

Noted in email a potential coordinator position in partnership with the Waltham Land Trust.

Bob Ferrone

Jim Mniece

Amy Gortler

Jacob Miller

Frank Craig

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agenda in [blue](#)

**Ms. Randel called the meeting to order at 7PM.**

### **[Municipal Energy Efficiency Strategy Discussion with the Mayor – Kathy](#)**

Kathy identified the subject of this discussion (Municipal Energy Efficiency Strategy):

- The Mayor began by noting 3 buildings have been targeted for energy related improvements (Veterans Memorial Rink, City Hall, and Government Center. Budgeted items listed in:
  - City of Waltham
  - Capital Improvement Program (CIP)
  - Mayor Recommendation
  - FY 2013 - 2018
- It was noted that NSTAR audits have been done on City Hall, and Government Center. But Kathy said NSTAR wants also to do a larger view of the entire City.
- The Mayor said there is in the budget, only energy related upgrades for these 3 buildings. The City Hall heat is so poorly distributed that windows are open during cold weather to cool certain overheated rooms.
- The Mayor added a few general points:
  - If a project will cost over \$100,000 then an architect is required.
  - The City can't make deal with NSTAR that assures they will get certain work because the jobs have to go to bid and NSTAR may not get the work.
  - There is some budgeted upgrade work for the Police station, Fire station and Municipal Center.
  - There is no problem in gathering additional building information, but no work is budgeted beyond what has been noted in the (CIP).

Asked if we can distribute a letter to City Dept. heads, the Mayor requested that this focus on City Hall and Govt. Ctr. A general survey is not part of what Mayor understands as being in a plan.

Kathy asked if WEAC can initiate new audits for the 2 buildings. The Mayor is not opposed, but not a big NSTAR plan. WEAC will have to work with the architect(s) engaged in designing the upgrades. A Designer Selection Board will secure the architect(s). We should contact Don Cusano about the process and how it will be implemented for the two buildings.

#### **Green Communities Update and Strategy to Meet Fall 2013 Deadline – Kathy**

The Mayor is still waiting for the City Council on the Criteria 1 and 2 zoning issues.

#### **Newsletter Update - Kathy**

Asked who had received and read the draft she distributed. She asked that people provide input by Monday night, Apr.-22.

#### **Accept February and March minutes – Kathy**

Draft minutes for February and March were accepted by unanimous vote

#### **Solarize Mass - Kathy**

no discussion

#### **Northeast Elementary School Update - Amy**

3 additional classes on Greenhouse Affect were conducted in the last week of March (see March WEAC minutes / Northeast Elementary School Update Amy) and went well .. thanks from science specialist (Martha Harney). Concerning possible follow up project(s), Amy will check with Martha Harney.

#### **Waltham Complete Streets Update - Eileen**

The Complete Streets workshop occurred! There was full attendance (hosted by traffic engineer, Michael Garvin). There was a good cross section section of people. The presentation was good and well received. Time at the end for questions was short.

Next step: Meet with Michael Garvin and determine the direction Traffic Engineering and the City want to go & how we can help.

#### **Sagewell Update - Eileen**

no discussion

#### **Ice Rink Update - Leo**

There is nothing new. There was discussion regarding a single site/building approach to ongoing City Energy Action plans as opposed to a City Wide plan of the type a Green Communities status requires. Work with the Ice Rink has been a single site project.

#### **Upcoming Tabling Opportunities - Kathy**

no discussion.

#### **June Picnic - Kathy**

no discussion

#### **Summer Meetings - Kathy**

no discussion

**Additional Item(s)**

Kathy asked about "Forward Capacity Markets" involving credit for City generated PV electric power. The Mayor is still waiting for resolution of Ameresco contract issues. Any mention of Ameresco should be passed by the Mayor before distribution.

Concerning Conflict of Interest training and becoming Special Employees of the City: The Mayor noted that as volunteer members of an ad hoc committee (assuming there are not other involvements with the City or state government or potential vendors) WEAC members do not have to be Special Employees and there may be restrictions, if we were Special Employees, that we don't want to be involved with. For example: Special Employees can only represent Waltham and that may not be what we want. The process for becoming a Special City Employee goes through Mayor and To the City Council.

**Next Steps/Action Items****Next Meeting –**

Thursday, May 23, 2013 7pm-9pm Public Meeting Room, Government Center, 119 School St.

The committee adjourned at 9:00 PM.