

# Waltham Energy Action Committee

Thursday 7pm, December 08, 2011

Public Meeting Room, Government Center, 119 School St.

## Minutes

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### Members Present:

Kathy Randel, Leo Keightley, Andy Greene, Eileen Zubrowski, Tony Dover

### Others Present:

Jim Mneice

Stacy DeGabriele

Allison Mooney

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agenda in [blue](#)

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

### Welcome

text

### Accept Minutes

We need to accept the minutes from August, September, October, and November. Please go to <https://sites.google.com/site/ceecaw/file-cabinet> and look under Meeting Minutes '11 to find the applicable files.

- All 4 drafts were accepted. Eileen noted a few minor changes for September, but those had already been included in the current posted draft.

### Green Forum Report

Invitees List: City Councillors, City officials, Mayor, Next Step Living, Homeworks Energy, News Tribune Editor, Waltham Cable Director – Eileen

### Naming the Forum Survey - Stacy

- Waltham Energy Action Forum is the proposed forum name.
- Discussion of food: It is OK to accept donation of food for the event.

Invitation list - (Eileen)

- Steve suggested inviting the Mayor and City Councilors
- Publicizing the event will be consistent with its being a Committee meeting.
- Media: Andy suggested inviting if they're interested.

Discussion of purpose of meeting: To form a coalition with specific groups vs media-public event to raise our stature)

Stacy also mentioned a goal of forming "friends of WEAC" and funding for same.

5 minute speaking slots for other organizations - Eileen

- There will be 4 or 5 of these (slots) available.

Possibility for additional discussion at the event:

- Tony:

Create a coalition for getting people for event like 350.org, etc.

Maybe the forum team and WEAC can come up with a few specific topics for this stage.

- Andy: Visioning activity .. Where to we want to be in n years (like the WEAC GC charge)?
- Kathy volunteered to facilitate this discussion. Allison will assist.
- There was discussion of how to divide into groups.

Eileen: Where do we get things like easels and supplies

- A few people have easels and possibly invited churches may have easels.

Misc.

- Andy: Should we say it is OK for attendees like Homeworks and NSL to have a table? People were not sure if there will be time for this.
- Andy: Possibly we should provide networking time.  
Tony: Maybe at end for those who want to network.
- There should be presentations for WEAC programs: GC (Kathy), Energy Audits, PV (Andy).
- Kathy: We should have a subsequent discussion on how we use the WEAC 1/2 hour .. maybe after this meeting or at the January WEAC meeting.
- We will ask the Mayor if she'd like to introduce the committee (Kathy will ask).
- Andy suggested a format. We present deck of slides (computer sourced) with 1 or 2 supplied by each presenting group and someone from the group speaking to it/them. This will keep it fast, cover a lot of groups, and keep us in control.
- In wanting to get every group represented, we could go around the room by group with 1 representative each describing the group.  
We will provide guidelines as to what the sentence should be about (energy for example).
- Andy: Ask invited groups if they want to also do a 3 to 5 minute presentation. How many would actually bite? If 10 say yes then that would be an hour well spent.
- Allison: Why does WEAC have to have full half hour? Subsequent discussion.

### **Chamber of Commerce Sustainability Report - Eileen**

[Request for info doc re Stretch Codes](#)

Kathy reminded Eileen of the links and Eileen thinks she did forward this.

### **Chamber Energy Breakfast Forum for businesses – Jan 19**

There will be a "Breakfast Forum" on Jan 19 at the Embassy Suites Hotel on sustainability for businesses.

- Emily Star and Eileen will attend.
- Kathy may go also.

### **NSL report – Eileen**

Eileen did talk to Travis and told him it doesn't appear we can give them a unique relationship. Travis indicated other communities feel this way and NSL will proceed with about same plans without the agreement. Travis asked what events might be good.

### **Green Communities Report – Kathy**

The Stretch Code was approved by the City Council.

- A year after the Stretch Code starts WEAC will check with contractors and citizens (and businesses) for feedback and report to Council.

We should setup liaison with the Building Dept. regarding gathering and reporting of related

information.

The Green Communities submission of application occurred.

#### **Brochure update - Janna**

Allison: Janna did provide a brochure draft via email (on 11th of Jan).

#### **Hubwheels to Waltham - Kathy**

Rick had forwarded a related message. Kathy wants the Bentley group to attend a committee meeting to talk about the idea.

Andy: The Mayor has the Bicycle Advisory Committee which should be involved in this.

Kathy: Maybe this memo should be forwarded to John Allen (head of the Advisory Committee which Andy is on also).

#### **Volunteer to organize contact information and maintain relationships with non-member volunteers - Kathy**

See next topic: "Volunteer to help .. "

#### **Volunteer to help with Facebook, City webpage, Patch, Tribune - Kathy**

Kathy mentioned growing list of people with whom WEAC is interaction and Kathy has been doing this and wants help.

Stacy volunteered

#### **Closing**

Next Meeting – January 12, 2012 - Public Meeting Room, Government Center, 119 School St.

The committee adjourned at 9:15 PM.