

# Waltham Energy Action Committee

Thursday 7pm, December 10, 2009

Public Meeting Room, Government Center, 119 School St.

## Minutes

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### Members Present:

Jutta Hager, Guy Compagnone, Pat Fox, Marilyn Maillet, Susan DellaCamera, Rick Oches, Kathy Randel, Leo Keightley, Janna Cohen-Rosenthal, Andy Greene, Andy Greene, John Peacock, Eileen Zubrowski.

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Ms. Fox called the meeting to order at 7PM.

### Welcome

John Peacock joined us for the first time.

Pat mentioned the recent death of Susan Brown. Susan was very instrumental in getting this committee started. Susan got the Mayor's attention and "pushed it through." Pat mentioned she had told Susan that the committee was started and Susan replied with a "big sigh."

### Review and accept minutes from last meeting (Nov. 12, 2009)

Susan made a motion to accept the minutes from the last meeting.

The motion was seconded by Jutta and passed by unanimous vote.

### Name discussion

Pat made a list on the whiteboard of the following suggested committee names:

- Committee for Energy Efficiency and Climate Action in Waltham (x)
- Waltham Energy Committee (1)
- Climate Action for Waltham Sustainability (x)
- Committee on the Costs of Energy (Monetary & Environmental) (x)
- Waltham Energy Conservation Committee (x)
- Waltham Energy & Climate Action Network (2)
- Go Renewable Energy Efficient Neighborhood (x)
- Waltham Energy Commission (1)
- Waltham Energy Action Committee (7)
- Committee for Energy Action in Waltham (0)

### Discussion followed including concerns over:

- The quality and possible implications of the resulting acronym
- Value of a short name: easily remembered without relying on an acronym

- Presence or absence of a particular word or concept
- Possible link to the original "CEECAW" wording

After discussion, suggestions followed by (x) were eliminated. Then a vote was taken for the remaining suggestions with the number of votes for each shown in the parentheses. The name "Waltham Energy Action Committee" was then unanimously accepted.

Follow-up items to review from last meeting:

Bulleted items are followed by reported action.

- PV installation on the Municipal Center (Guy/Andy)  
Guy reviewed a number of actions taken and results obtained. The information was somewhat detailed and I asked Guy to send me a copy of his notes so that my entry here can be accurate.

On 19-December Guy sent me two .pdf documents he had obtained from a preliminary report drafted by Borrego Solar with sample financing and panel locations for a PV installation at the Waltham Safety Center: Police/Fire, 167 Lexington St.

See files "Waltham Solar Proposal" and "Waltham Aerial & Preliminary Layouts" which accompany these minutes.

In related discussion, several existing PV sites were identified that could be taken advantage of for committee member education and initial Energy Action examples publicized by the committee:

- o Brandeis is putting in a 277KW system (Janna would be our contact).
  - o One of the largest PV in Boston area is on the National Archives bldg.
  - o Guy's company in Newton has system and does tours.
  - o There is a large installation at Reservoir Park
- By-laws (Pat/Leo/Rick)  
Rick presented the Bylaws draft completed by this group. It is based on the "Cambridge Climate Protection Action Committee" By-Laws.  
There was discussion concerning typographical errors and wording. There was also a unanimous vote by the committee to limit the committee size to 15, a majority of which must be residents of Waltham.  
This document will be revised and reviewed by Pat, Leo, and Rick by the next meeting. Kathy will send proposed edits to Leo.  
Suggested agenda items for next meeting are to agree on a Vice Chair and Secretary.  
As a result of the following Statement of Commitment discussion, rules regarding attendance and leaving the committee will also be included.
- Statement of Commitment (Susan/Janna)  
A draft of the document was circulated. It was decided that rather than specify certain details (such as required meeting attendance and how to leave the

committee during a term) in the Statement of Commitment, the statement would require that members comply with the bylaws.

This document will be finalized in time to be made available to the committee members so they may make a paper copy to sign and bring to the next meeting.

- Mission Statement (Councilor Rourke)

No discussion: Councilor Rourke was not present at this meeting.

- Google Groups (Kathy)

Kathy had set up the Google group and sent invitations to committee members. Most members had not managed to log on to the group due to various technical difficulties. Kathy said she will re-send invitations to those who need one. Kathy also reviewed existing content available when members do gain access and specifically mentioned a "discussion" entry on town plans.

- Citizens Energy (Jutta)

Jutta reviewed her investigation into Citizens Energy. Following are Jutta's notes:

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Peter Mills confirmed the Memorandum of Understanding with the City of Waltham. He confirmed that Citizens has not done anything with the City as yet, but rather is focusing on residential, as follows:

- Is currently working to get citizens involved in residential conservation, starting with multifamily buildings
- Is partnering with Next Step Living, one of the "new entrants" doing energy-rebate approved audits statewide
- Put Next Step Living in contact with Steve Lucas, who owns a 4-family property on Main Street, for an energy audit, which may already have been completed

Mills also stated that

- Utility-run rebate programs will be ramped up significantly in January, and these programs will be well publicized
- The President recently announced upcoming funds for residential efficiency homeowner subsidies for retrofits up to \$10-12 thousand
- The commercial and industrial base can also benefit from these programs

Mills' recommendation: Convince the City to do citywide retrofits of city-owned property, including such items as lights, oil burners, etc.

He would be happy to make a presentation to our group at one of the upcoming meetings.

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Jutta also asked where she can obtain a copy of Citizens Energy's Memorandum of Understanding with Waltham. Pat said she may have a copy.

- Website (Eileen)  
Eileen stated: "Now that we have a name we can do a website."
  - Bulletin from Mayor to other Departments  
Pat said she will review last meeting's minutes for what the Mayor needs (the committee name being one item) and then inform the Mayor that we are ready for her to send the introductory note.  
The committee would like a copy of the distribution list of that note.
  - Contact List (Eileen) – done
  - Invite Joanne Bisetta (Green Communities) to January meeting (Eileen)  
Eileen talked with Joanne who said she will come whenever we want. Eileen suggested we should wait until we have a better understanding of what Green Communities requires and the current status of Waltham relative to those requirements before having Joanne visit.  
Guy pointed out that there are several things a city needs to do to be a Green Committee and there is often some resistance from some developers and others to the perceived raising of the bar in such things as permitting.  
Eileen mentioned that our committee is already charged by the Mayor to take action on the Green Communities Program for Waltham.
  - Invite National Grid & NSTAR (Guy)  
N. Grid (Fran Bouchet) will come to talk anytime.  
Guy said that NSTAR would send a representative, but the content of their offer wouldn't be particularly informative.
  - Send sample action plans to committee members (Pat) – done
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#### Getting started

Pat reviewed initial efforts for the committee:

- Create a Waltham Energy Inventory
- Determine what we will focus on: brainstorming/priority setting session
- Forming sub-committees to focus on priority items
- Set a completion date for the initial version of our Action Plan

#### Next Steps/Action Items

Contact departments for work on the Waltham Energy Inventory (Guy, John, Kathy, and Janna)

- Eileen wants to be sure there is a single good question list
- The question set will be developed and sent to committee
- Contacts will occur after Mayor sends out committee introduction note
- Consider giving questions to Mayor
- The scope of this initial meeting will probably be an initial contact to establish a relationship.