

MEC Meeting 5/10/23

7-9 pm

Agenda

Welcome/roll call - Jim Nail (Hilli, Penni and Cynthia had conflicts this evening)

- Note taker– Pete Peterson (NB - by watching the meeting video)
- 4/12/23 Meeting notes review and approval. Note 4/26 notes as well
- Action items from 4/12/23
 - Process for approving MEC correspondence – anything that goes out has to have MEC meeting approval with a quorum. Will require more meetings like we did 4/26/23.
 - To be discussed in June - May need to restructure the MEC members – Idea to reduce MEC members to 9 members, every pillar meeting is a MEC meeting. Have other members become nonvoting associate members. This would make achieving a quorum easier to approve correspondence. Who would like to be a full member? Need to define what is expected of an associate member? Discuss code of conduct.
 - Photo delayed for EV charger
 - Letter to Selectboard that was sent to the Planning Board so the factual concerns are heard. Jim Nail

Attendees

- Jim Nail
- Fred Davis
- Andrew Jarrell
- Tricia Pembroke
- Emily Lowney
- Megan Sullivan
- Chris Gordon
- George Whiting

4/12 Acton items

- Scheduled
 - Process for approving MEC correspondence – anything that goes out has to have MEC meeting approval with a quorum. Will require more meetings like we did 4/26/23.
 - To be discussed in June - May need to restructure the MEC members – Idea to reduce MEC members to 9 members, every pillar meeting is a MEC meeting. Have other members become nonvoting associate members. This would make achieving a quorum easier to approve correspondence. Who would like to be a full member? Need to define what is expected of an associate member? Discuss code of conduct.
 - Photo delayed for EV charger
 - Letter to Selectboard that was sent to the Planning Board so the factual concerns are heard. Jim Nail
- LONG DISCUSSION HAD
 - OPERATIONAL ISSUES
 - Should MEC be smaller so as to be more manageable
 - Open Meeting Law issues
 - No staff from town
 - Question of suing associate members
 - Letter to Select Board
 - Proposed letter addresses
 - Endorse retaining New Ecology as a sustainability consultant
 - Seek to share what Trinity has received from NPS
 - Should MEC wait for Select Board to ask Qs or initiate issues?
 - MEPA & new Energy Code
 - Jim says he will take the discussion off-line to create a final draft
 - Concerns over tit for tat, versus correct record
 - Fred shared a list of factual untruth points with respect to the Select Board meeting in issue

Agenda continued

Standing Items

- Renewables Penni – 5 minutes
 - Approval of the MEC article on the DPW roof array
 - TM approval of school PPA
- Buildings Andrew/Jim Nail -5
 - EECGB survey due 5/19 to participate in multitown EECGB grant –
https://forms.office.com/pages/responsepage.aspx?id=Fh2GPrdIDkqYBowE2Bt7KhNNfg96OG9CICRR4bCH_JJUOFyTIdWUFNWMzFE_M1Q5R0UZNEU1UjZRN54u
 - -Jim Nail
- Transportation Jim Redden -5
 - 6/25 car event
- Town liaison report Jim Nail read out -5
- At Large rep report Jim Nail read out – 5 minutes
- This meeting Action items and Wrap up – Jim Nail -5

Next meeting – June 7; notetaker Cynthia

Location to be determined

Renewables Subcommittee Report to MEC (draft) May 10,2023 Meeting

Project: Renewables Sub Committee	
<p><u>Key Activities:</u></p> <ul style="list-style-type: none"> • DPW – : Combiner arrived on 4/21, so next steps are wiring inspection and final permission to operate. Priority Action 2.2 – Renewables on Town Properties – • Rec'd 108 survey responses through 4/24. Plan to summarize results and update letter for anything that has changed. Survey results to date: 88% positive with 66% totally positive. And 9.3% totally opposed. Based on comments in survey, more than half of those opposed were concerned on financial and 40% said appearance. • Warrant article approved and will go to town meeting. • Solar postcard reviewed. 	<p><u>Key Upcoming Activities & Milestones:</u></p> <ul style="list-style-type: none"> • Complete DPW work • Finalize survey results post last day, and post on website as well as issue press release. • Will review proposed article with citizens 4/26/23.. And will outreach in patch also will provide responses to any abutters; for program, • Kristine and Megan will be there. Planning to give same presentation to warrant committee; • Gain approval of warrant article at town meeting • Sustainable Medfield to bring proposed postcard – Go Solar to MEC for approval.
<p><u>Key Decisions Made:</u></p> <ul style="list-style-type: none"> • Clarified that any outreach that includes MEC logo will be reviewed by Solar pillar and submitted to MEC for final review and approval. 	<p><u>Critical Upcoming Dependencies:</u></p> <ul style="list-style-type: none"> • On solar potential, there are dependencies on school project, infrastructure, and capital plans to ensure work on roofs is thoughtful of maximizing solar potential • Dependencies on building retrofits to ensure thoughtful for sub out for clean technology solutions • Dependencies on warrant articles to enable solar on MSH

Solar Subcommittee Members: Fred Davis; Penni Conner; Paul Fechtelkötter; Robert Winograd; Megan Sullivan; Jason Uzzell; Andrew Jarrell; Susan McPhee, Michael Chiara, Emily Lowney; Michael LaFrancesca; Chris Gordon; Frank Gervasio ; Kristine Trierweiler

Renewables Notes and Discussion

- Emily reported
 - DPW solar to be operational soon
 - ATM article approved, so schools can proceed with PPA's
 - Informational meeting held for public
 - Resident questioned making smaller – Select to investigate Q
 - One resident liked size
 - Megan sending survey cards to one part of town
- VOTED
 - Unanimous approval of Tricia's article on the DPW solar (correct dates to be inserted)

Buildings Work Group report to MEC, May 10, 2023		Time
<p>Key Activities</p> <ul style="list-style-type: none"> · Municipal <ul style="list-style-type: none"> • 2023 Green Communities grant application submitted 5/4 • Received RISE Engineering scoping studies for Town Hall and Memorial School • Confirmed that 20-Year Facilities Plan RFP development is in process <p>Resident Outreach</p> <ul style="list-style-type: none"> • Preliminary discussions with Natick, Sherborn, and Weston on jointly applying for an Energy Efficiency Conservation Block Grant (EECBG) to engage Abode as energy coach for residents <p>Commercial: No activity</p>	<p>Key Upcoming Activities and Milestones</p> <ul style="list-style-type: none"> · MSH <ul style="list-style-type: none"> • Consider letter to SB requesting they ask Trinity to address MEC concerns <p>Municipal</p> <ul style="list-style-type: none"> • Work with Amy on energy performance language for RFP for 20 Year Facilities Plan update • Clarify projected gas/electricity use and cost for library RTUs and communicate to appropriate officials <p>Resident Outreach</p> <ul style="list-style-type: none"> • Schedule discussion with Sherborn to explore the idea of a joint contract with Abode in February • Complete DOE survey of town priorities around climate action 	
<p>Key Decisions Made</p> <p>Municipal</p> <ul style="list-style-type: none"> • Prepare Net Zero education presentation for School Building Committee, working with Mike Weber 	<p>Critical Upcoming Dependencies</p> <ul style="list-style-type: none"> · Municipal <ul style="list-style-type: none"> • Review scoping studies for Town Hall and Memorial School and recommend to MEC whether to recommend to SB proceeding to engineering studies • Review and provide feedback on 20-Year Facilities Plan RFP • Work with school building committee to determine appropriate time for Net Zero presentation <p>Volunteers needed for affordable housing, commercial, school building committee, resident outreach</p>	

Buildings Notes and Discussion

- Jim reported
 - Capital budget contained some small items – Jim checking with Amy whether other items needed/possible
 - Eversource Scoping Study done
 - Going first to Bld Group and will then go the MEC
 - Higher level examination whether town blds capable of electrification
 - Next step would be engineering studies
 - Amy and MassSave interested in Memorial
 - Town House a more complicated BLD
 - Megan discussed EECBG
 - DOER doling out Federal \$ to smaller towns, such as us
 - Highly rated needs =
 - CECC (e.g. solar)
 - \$ for energy manager
 - Coaching
 - Tech support to replace fossil fuels
- VOTE = approve/support above

Transportation Pillar report to MEC, 5/10/2023 update		Time
<p>Key Activities</p> <ul style="list-style-type: none"> • EV show case at COA on 5/7 during climate week • Needham Schools report that there is no news yet on the regional grant application for E-bus planning • Charging Station usage data being collected. • There were (3) vehicles in Capital budget passed at Town meeting. One was designated hybrid. • Counting EVs in Medfield continues its upward trend 	<p>Key Upcoming Activities and Milestones</p> <ul style="list-style-type: none"> • Coordinate EV shows: <ul style="list-style-type: none"> • Medfield On the Charles Auto Show, 6/25, MSH • MAPC regional E-bus planning grant application under review. Anne Gulati, Transportation person at Needham SD, applied for a TAP grant on behalf of several communities, including Medfield , to study how communities and collaborate and share resources as they plan to convert to E-school buses 	
<p>Key Decisions Made</p> <ul style="list-style-type: none"> • Municipal charging stations at are operational for public usage, but photo op and article will be delayed until issues with transfer of funds are resolved 	<p>Critical Upcoming Dependencies</p> <ul style="list-style-type: none"> • Activities and success of pillar are critically dependent on volunteers • Volunteer needed to promote private, commercial and town electric landscaping equipment. • Public Safety committee : to explore more bike and walking paths. Needs volunteer 	

Transportation Notes and Discussion

- Megan reported
 - Car show at Medfield State Hospital coming 6/25 and electric section
 - Car show at COA held recently
 - Penni and her Mustang to New 'N Towne's Touch a Truck next Saturday

Town Liaison report to MEC, 5/10/23 update

Time

Key Activities

- Supported renewables pillar on Solar at schools, public outreach
- Brought Medfield into the EECBG discussion with other towns, with focus on hiring Abode for coaching of residents,
- Met with Kristine (5/9) on a number of items

Key Upcoming Activities and Milestones

- TOMCAP: final drafting and plan to present to BoS
- Continue work with Renewables pillar on outreach , Solar at Schools
- Work with Kristine to plan joint workshop (BoS, Capital Planning) for May/June
- Reach out to SBC/Mike Webber to plan SBC information session in the late summer/fall
- Draft recommendation to add sustainability/climate considerations to all committee charges (town policy), plan out warrants and budget requests for 2024
- **Discussion and vote:** EECBGC survey priorities

Key Decisions Made

- No key decisions made

Critical Upcoming Dependencies

- Regular meetings with Town Administrator and SB
- Policy initiatives need volunteer
 - Town Goal 6 Sustainability (work with other town committees (ConCom, Water & Sewer, tree warden, BoH, ..)

Town Liaison Notes and Discussion

- Jim reported in Hilli's absence
 - School Building Committee – will get on its agenda to explain net zero for new school
- Megan reported
 - Sustainable Medfield/MEA held Climate Week – 25 events
 - Upcoming solar social at 7th Wave

At Large 5/10/23 Update

Time

5 minutes

Key Activities

- Trish Pembroke volunteered for Community Corner – Thank you!
- Requested dates for a quarterly meeting after the TM- Brittney will get back to me with date. No date as of yet.
- Eric Shand will be resigning from committee.
- Steering Committee met to develop agenda 5/3/23
- Agenda sent to Brittney for posting 5/4/23

Key Upcoming Activities and Milestones

- Volunteer for reporting on other organization's activities (MCAN, state, federal, MAPC, etc.)?
- Volunteer needed for Transportation Pillar – Jim Redden and co-volunteer?? Thank you Jim and Hilli for this month's 4square.
- Any articles would like for HomeTown weekly?
- Outreach on DPW project – Megan to discuss and MEC to approve
- Committee structure to be discussed on June to speed approval of outreach and decision making and to comply with open meeting law requirements.

Key Decisions Made

Critical Upcoming Dependencies

- Amy C. is to be invited to building committee meetings as needed

At Large Notes and Discussion

- Transportation pillar can use more people
- Need someone to connect to MCAN and/or other groups

Wrap up

- Action Items from this meeting
 - Letter to Select Board
 - Refinement needed, and will be done off-line
 - Fred's list of notes from Select Board meeting
 - Jim and Fred will work on it off-line
 - VOTES TAKEN
 - Approved 4/26/233 minutes (4/12/23 minutes held)
 - Approved Tricia's article
 - Approved Megan's survey re EECSBG
- TO DO's
 - Fix minutes
 - Fix MEC structure
- Agenda items for 6/14/23
- Next meeting
 - June 14, 2023 7-9 pm By zoom
 - Notetaker To Be Confirmed – Cynthia Greene
 - Updates for meeting due 6/7/23 – 4 squares and agenda

ADDENDUM ORGANIZATIONAL SLIDES

- MEC Voted actions
 - Approved 4/26/233 minutes (4/12/23 minutes held)
 - Approved Tricia's article
 - Approved Megan's survey re EECBG
- Calendar
- Pillars and members
- Roles
- Current membership
- Note takers
- Meeting activities

Medfield MEC voted and approved actions

- 10/13/22
 1. Not to pursue stretch code opt in.
 2. To go forward with a budget request – amount to be determined
- 11/11/22
 - Recommendation to move forward as quickly as possible with the High School, Blake and Memorial Solar Canopies, as well as the Blake roof.
- 12/7/23
 - Defer Opt-in stretch code for one year to determine whether to take up adoption. Learn from other town's experiences.
- 3/8/23
 - Approved documents used for 3/7/23 Planning Board meeting
 - Approved sponsoring 5/7 bike event at COA and 6/25 EV event at Medfield on the Charles
- 4/12/23
 - Approved the projects for the Green Communities grant
- 5/10/23
 - Approved 4/26/23 minutes (4/12/23 minutes held)
 - Approved Tricia's article
 - Approved Megan's survey re EECBG

RECURRING TOPICS		DATES
January	<ul style="list-style-type: none"> •Annual strategy meeting •Draft budget •Final annual TOMCAP update 	
February	<ul style="list-style-type: none"> •Finalize warrant article language 	
March		
April	<ul style="list-style-type: none"> •TM/warrant articles 	
May	<ul style="list-style-type: none"> •GC report 	
June	<ul style="list-style-type: none"> •Volunteer recognition event TBD •Reserve Medfield Day Booth •Confirm and update MEC membership, forward to BoS 	
July	<ul style="list-style-type: none"> •Medfield Day Planning •Potential Budget requests 	7/14/2022
August	<ul style="list-style-type: none"> •Get GC data and report •Budget request to Town •Green Communities, new round •Medfield Day Planning •Warrant article suggestions 	8/11/2022
September	<ul style="list-style-type: none"> •Medfield Day (9/24) •Warrant articles? 	9/8/2022
October	<ul style="list-style-type: none"> •Request update and suggestions for TOMCAP from pillars 	10/13/2022
November	<ul style="list-style-type: none"> •Submit final budget request to town 	11/10/2022
December	<ul style="list-style-type: none"> •Town meeting report •Draft annual TOMCAP update 	12/8/2022

Roster

	WG and projects	Lead	Members
Renewables		Penni	
	Municipal solar WG	Penni	
	CCA Project	Megan, Bob	
	SolarizePlus Project	Emily	
	Regulatory hurdles	Mike C	
	Municipal solar potential and planning	Nick	Susan
	Expressed interest at Medfield Day		Karim Georges Chris Gordon

	WG and projects	Lead	Members
Buildings		Jim N.	
	Municipal buildings	Andrew	
	MSH	Jim N.	George Whiting, Andrew Jarrell, Gil Rodgers
	Affordable Housing		
	Resident outreach (including rental)		MEA, SM
	Commercial		
	Policy (specialized stretch code, energy reporting)	George Whiting	Andrew Jarrell
	MFH charging station recommendation		

Roster (cont.)

	WG and projects	Lead	Members
Transportation	ADDING		Andrew Wieniert
	Municipal vehicles	Jim R.	
	School vehicles		
	Public transit		
	Complete streets, planning		
	Charging infrastructure (including commercial and MFH)	Jim R.	
	Car shows and public events		
	Bike safety education project		
	MFH charging station Recommendation		
	Off-road vehicles	Eric	

	WG and projects	Lead	Members
Town Liaison		Hilli	
	Budget	Paul?	
	Warrant articles	Bob Winograd?	
	Grants	...	Susan McPhee (GC)
	Schools		
	Long-term planning with SM/MEA	Hilli	
At-large			
	Community Corner and news		
	Annual TOMCAP update	Hilli Passas	
	GC data and report	Susan McPhee and Cynthia Greene	

Roles

- **Town liaison co-chair**

- Coordinates: compliance with TOMCAP, contact with the town on MEC matters (Town administrator, Select Board, finance director, etc.) and municipal buildings, schools.
- Aggregates budget needs and works with Town for funding.
- Shepherds warrant articles through process (take to Mark Cerel and get approval from Warrant Committee, presents to Select Board).
- Collaborates with Susan McPhee/ Energy Conservation Coordinator to investigate MA and federal legislative, and other grant opportunities (green communities, fed/state/NGO, etc.) for the town.
- Coordinates long-term planning and strategy with Sustainable Medfield (SM) and Medfield Environment Action (MEA) for public outreach.

Roles

- **At-Large Co-Chair**

- Administrative: Responsible for outreach of agenda solicitation to other Steering Co-chairs prior to monthly meetings; Sets up meeting with Town for publication and sends invitations to MEC members. Drafts meeting agendas with co-chairs, assigns meeting minutes and presents minutes at monthly meetings for approval vote. Maintains committee roster. Handles process to bring on new MEC members (presenting to town for Select Board approval).
- Compliance: compliance with Masterplan, compilation of **GC report and** annual report, keeps track of memo updates on TOMCAP in order to compile annual TOMCAP update (for annual MEC Strategy Meeting in January)
- Outreach and news: Report on other news, develops and manages editorial calendar for the Community Corner (in the newspaper).

Current members and terms dates as of 9/27/22

Medfield Energy Committee	Term Expires
Cynthia Greene	2023
David Temple	2023
Andrew Jarrell	2023
George Whiting	2023
Jim Redden	2023
Penni Conner	2023
Fred Davis	2023
Alec Stevens	2023
Hildrun Passas	2023
Jim Nail	2023
Megan Sullivan	2023
Paul Fechtelkotter	2023
Robert Winograd	2023
Tricia Pembroke	2023
Emily Lowney	2023
Eric Shand	2023
Pete Peterson, Ex-officio	
Kristine Trierweiler, Ex-officio	

Note Taker Schedules 2021-2022

Date	Notetaker
10/14/2021	Bob Winograd
11/18/2021	Andrew Jarrell
12/9/2021	George Whiting
1/13/2022	Jim Redden
2/10/2022	Cynthia Greene
3/10/2022	Osler Pete Peterson, Ex Officio
4/14/2022	Hilli Passas
4/28/2022	Megan Sullivan
5/12/2022	Penni Conner
6/9/2022	Emily Lowney
7/14/2022	Paul Fechtelkotter
8/11/2022	Jim Nail
9/8/2022	Tricia Pembroke
10/13/2022	Eric Shand
11/10/2022	Bob Winograd
12/7/2022	George Whiting

Note Taker schedule 2023-2024

Date	Notetaker
11-Jan	Andrew Jarrell
8-Feb	Fred Davis
8-Mar	George Whiting
12-Apr	Jim Redden
10-May	Cynthia Greene
7-Jun	Osler Pete Peterson
12-Jul	Hilli Passas
9-Aug	Megan Sullivan
13-Sep	Penni Conner
12-Oct	Emily Lowney
8-Nov	Paul Fechtelkotter
13-Dec	Jim Nail
10-Jan	Trish Pembroke
7-Feb	Bob Winograd
6-Mar	Eric Shand
10-Apr	

Medfield Day 9/24/22

- MEC has two booths (same location, one pop-up)
- Topics and messaging
 - Topic 1: Home energy (Funding?)
 - Topic 2: EVs, Electric yard tools, Solarize -?
 - Outcomes:
 - Build awareness, offer SM resources.
 - ‘Stickiness’: volunteers, newsletter subscriptions, profiles for outreach partners
 - MEC volunteers
- Need Booth Captains/planning volunteers
- Volunteers for the actual day! (everybody!)

MEC Charter/Charge presented 9/27/2022

APPROVED by Board of Selectman

- **Memo to: Medfield Energy Committee Memo from: Board of Selectmen Date: March 25, 2008**

Re: Charge to the Medfield Energy Committee

The Board of Selectmen appointed an Energy Committee to look, first and foremost, at the Town's energy use and, secondly, at the energy use of Town residents and businesses to see if the Town and its residents/businesses could save money and improve the environment, through the more efficient use of energy resources. In addition, the Board recognizes the responsibility of each and every individual to do his/her part in reducing energy consumption and/or reducing potentially harmful emissions as part of a national energy conservation effort. To this end, the Selectmen ask the Committee to look at the following areas: -

- Establishment of a baseline for measuring progress on reduction of energy usage –
- Reduction of energy consumption through retrofitting of existing buildings, equipment, vehicles or processes. –
- Design or purchase of energy efficient buildings, equipment, vehicles or processes. –
- Utilization of alternative energy sources. –
- Development of public relations measures to encourage energy conservation
- Transportation initiatives
- **Support the Town's efforts to meet the goals of TOMCAP**

The Selectmen recognize that the above list may not address all of the possible solutions to this problem, and encourage the Committee to develop its own agenda and initiatives. To keep the Committee size at a reasonable level, Town officials were either made exofficio members of the Committee or not appointed to the Committee, but they are available for consultation with you or for development of information, which will assist you in your deliberations. It is hoped that your Committee will meet, regularly, with the Board of Selectmen to keep board members and the general public informed of its progress. On behalf of the residents of Medfield, the Selectmen would like to thank you for undertaking this critical task.

OCTOBER TO DOs

- Review the EEA proposal for net zero 2050
- Ask friends to comment on TOMCAP-
at <https://www.town.medfield.net/2145/Town-of-Medfield-Climate-Action-Plan-TOM>.
- Watch the recordings on the 2050 clean energy and climate plan proposal and provide written comments

Option #3

Wednesday, October 11, 2022

12:00pm-2:00pm

Optional Registration:

https://zoom.us/webinar/register/WN_RywkbJjkRse4h1bmZopekQ

Transportation Pillar

- **Current projects include (organize presentation as they wish):**
 - Charging stations (Susan)
 - School e-buses (Jim R.)
 - Car show (Jim R.)
 - Town vehicles (Jim R.)

2023 GOALS

- **Renewables**
 - Offer town citizens municipal aggregation option (dependent on regulatory approval)
 - Develop education and outreach campaign for community on Medfield's municipal aggregation offer
 - Advance high priority municipal solar projects
 - Develop business cases for projects
 - Offer community and stakeholder outreach and education and secure community feedback on projects
 - Encourage homeowners and businesses to decarbonize by offering education and outreach on solar; battery storage and electrification
- **Building**
 - Updated 20-Year Facilities Plan -- Work with town staff to incorporate energy performance and decarbonization into the building evaluation criteria.
 - Educate the newly-convened School Building Committee on the feasibility and financial advantages of Net Zero, decarbonization, and high performance building and gain their commitment to apply these principles to the new school building or renovation.
 - Engage a broader audience of Medfield residents to: 1) educate them on electrification and decarbonization 2) steer them to purchase heat pumps, heat pump water heaters, electric vehicles, etc. in all new purchases.
 - Continue to monitor adoption of the opt-in stretch code and advise MEC whether to pursue adoption of the opt-in stretch code by Medfield in 2024.

2023 GOALS continued

- Transportation
 - Municipal
 - Fleet electrification integrated in capital planning and departmental decisions, including support for MPS fleet electrification
 - Residential
 - Promote EV ownership (car show, EV owners/decarbonizers)
 - Infrastructure and policy
 - Work with Safety Committee, DPW, BoS, PB, PD on bike and pedestrian safety and paths

2023 GOALS continued

- Town Liaison
 - Municipal
 - Assist pillars in educating elected officials and advancing projects
 - Update BoS and town on TOMCAP
 - Residential
 - Support Pillars in outreach efforts/collaboration with MEA and SM
 - Policy
 - Raise awareness of need for climate action in boards and committees, work to include climate considerations in all municipal decision making
- Town At Large
 - Submit annual town report as close to 1/15 as possible
 - Establish quarterly update meetings with Selectboard
 - Finalize who will chair or co-chair transportation pillar