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Selectmen's ENERGY Advisory Committee Meeting Minutes

July 7, 2021, 7 pm, Jonathan Bourne Library, Bourne, MA

AUG 10 AM 9:07
TOWN CLERK BOURNE

CALL TO ORDER

The Chair called the meeting to order at 7 pm.

- **Attendees:** Three members constitute a quorum.
 - Members: Carl Georgeson, Chair; Janice Marks, Clerk; Robert Schofield, Vice Chair.
Attendee: Margaret Song, Cape Light Compact
 - Excused Absences: Glenn Cannon, Ex-Officio Member (conflict with Selectmen's Executive Session) and Frank Kodzis.

June 14, 2021 Meeting Report

- Minutes from the June 14, 2021 Energy Advisory Committee Meeting were approved with one spelling change by a vote of 3/0/0. Approved Minutes will be posted to the Committee's Town website.

ELECTION OF EAC OFFICERS FOR JULY 2021 – JUNE 2022

- Mr. Schofield nominated Mr. Georgeson as Chair, Mr. Schofield as Vice Chair, Ms Marks as Clerk for the July 2021 – June 2022 year. Ms Marks seconded and the vote passed by a vote of 3/0/0 in favor.

UNFINISHED BUSINESS

- The Draft Plan for Green Communities Designation dated July 7, 2021 was reviewed. Plan is color coded to show completed tasks (green) and those in process (blue).
- Tasks completed as of the 7-7-21 Meeting (see Attachment A GANTT chart for details):
 - # 1 – As of Right Siting: On 6-23-21 Lisa Sullivan confirmed to Margaret Song that a review of Bourne's Zoning ByLaws meets DOER's guidelines for solar renewable generation (see copy of email Attachment B).
 - # 3a – MEI Baseline: tasks 3-1, 3-2, and 3-3 complete.
 - #4 – Vehicles: tasks 4-1, 4-2, and 4-3 complete.
- In process tasks include
 - # 2 – Expedited Permitting: Glenn Cannon confirmed on 6-30-21 that "a legal opinion from Town Counsel Troy has been requested (see Attachment C copy of email).
 - # 3a – MEI Baseline: Tasks 3a-4 and 3a-5 are on-going (data entry will not be completed until late September).
 - # 3b – Energy Reduction Plan: Glenn Cannon, Margaret Song and Sean Feeney are continuing to complete the baseline for this task.

Ms Song and Mr. Schofield noted that, because of past audits, easy savings are gone. Future vehicle cost reduction will most likely be based on savings from use of hybrid

vehicles. Bourne can count 15% of fuel for exempt vehicles (fire and emergency vehicles).

Ms Song also stated that only departments included in the baseline are eligible to use any awarded grant funds.

After a lengthy discussion on whether or not to include Wastewater and the ISWM in the initial submission the Committee agreed to leave both departments out for now since including them would entail substantial additional effort and probably delay our submission beyond year's end. (We probably need the Selectman's concurrence with this strategy.) But the Committee agreed that we should gather the necessary baseline data now, which must be for the same time period being used for the initial submission, so that less effort will be required for Bourne to submit Wastewater and ISWM for inclusion in the program at a later date. (Later submissions will require Selectmen's approval at that time.)

- # 4 – Vehicles: Ms Song will forward the draft Vehicle Policy used by other jurisdictions to Committee members, so that we can begin the process of getting approvals from both the Selectmen and the School Administration. (We probably need to reach out to both the School Superintendent and the Chair of the School Board.) Per DOER requirements, both the Selectmen and the School Board need to approve the Vehicle Policy.
- # 5 – Stretch Code: Ms Song emphasized how important it is to manage steps for acceptance of the Stretch Code at Town Meeting. (It took three cycles for Falmouth to complete the process because of their representative Town Meeting structure.) Mr Cannon is tasked with getting the Building Inspector's formal approval. Once we have that, we can proceed to submit DOER's required language to the ByLaw Committee for review so that it can be included in the Warrant and voted upon at the Fall Town Meeting. Mr Cannon also recommended we present our GCD initiative, with emphasis on the Stretch Code to the Planning Board so that their members are aware of it before Town Meeting.

NEW BUSINESS

Margaret Song is working with five additional towns on the Cape to apply for initial funds which equal \$125,000 plus low income amount equaling \$172,000.

Cheryl Keown of Pocasset is in the process of submitting her application to join the Energy Advisory Committee

Despite discussions to hold the next meeting during the day, we will be meeting on 7/21 at 7 pm at the Library as originally scheduled.

Meeting adjourned at 7:55 pm.

Attachments and Critical Date Summary

SUMMARY OF CRITICAL CUTOFF STEPS/DATES – SEE ALSO ATTACHMENT A

- (By Date) Building Inspector's formal approval of Stretch Code
- (By Date) Town Counsel's approval
- (By Date) ByLaw committee review of DOER required language for Warrant)
- By late September – Completion of MEI baseline data entry
- (By Date) School Committee meeting presentation for approval of Vehicle Policy
- (By Date) Selectmen approval of Vehicle Policy, with signed documents
- (By Date) Deadline for submission of Stretch Code for Warrant
- (By Date) Presentation to Planning Board prior to Town Meeting
- (By Date) Town Meeting
- (By Date) Second round revisions approvals by Selectmen for Wastewater and ISWM baseline
- By December 31 - Final package submittal

Attachment A: GANTT chart Draft Plan for Green Communities Designation dated July 7 2021

Attachment B: Email DOER's guidelines for solar renewable generation

Attachment C: Email Town Counsel Troy's review has been requested

End of Minutes

Submitted: Janice Marks, Clerk, July 17, 2021