

West Newbury Energy and Sustainability Committee meeting
November 2, 2022, 5:30 PM. 1910 Building, 381 Main Street.

Attendees: Chip Wallace, Elisa Grammar, Rick Parker, Stephen Doran, Liz Callahan, Wayne Amaral

1. GC grant application: CoA area HVAC and hot water plant controls – Application was ~~been~~ submitted last month. The match was approved at 10/24/22 Town meeting.
2. Solar feasibility study – scope was discussed at the last meeting; Chip has circulated the latest draft by email; Wayne Amaral, DPW Director, distributed a 11/2/22 scope of services. Committee reviewed the list of seven locations in that scope of services draft.
 - Town Annex roof (on list as part of location 1.1) is off the list due to concerns about suitability/potential need to repair roof.
 - Wayne suggested meeting(s) with contractor be added to the scope of services (2-3 hours to visit sites), build interim draft into process and a meeting to discuss the interim draft (have the draft sent ahead of meeting). Wayne will revise scope to reflect these meetings.
 - Wayne distributed standard contract to be used once committee has selected vendor.
 - Goal is to have feasibility study results ahead of Spring town meeting.
 - Want final version of study by 2/28/23.

Wayne will send updated scope and cover letter to Chip to circulate to Committee.

3. Municipal aggregation study was approved by Town meeting. Next step is to find a consultant. The two that have been discussed are Colonial and Good Energy. Chip will draft a letter to send to both firms that would request a response as why we should use them. He will circulate a draft letter to the Committee.
4. Other business – Rick circulated by email text to be put in the Green Communities Annual Report. The items he listed were the purchase of the new electric truck, and the approval at Town meeting for the solar feasibility study. Elisa suggested adding the Electrically Powered Equipment policy to (adopted by Select Board on September 6, 2021).