

February 1, 2012  
Town of Lakeville  
Energy Advisory Committee

**Meeting Minutes**

Meeting was called to Order by Chairman Simpson at 7:02 PM (Meeting Attendees: Bob Iafrate, Pam Rasa, Don Foster, Derek Maksy, Jim Kenney, Rita Garbitt and Larry Simpson recording minutes). Not in attendance: Mike Nolan, Rick Velez, Tara Martin, Kathy Barrack, James Barrack, Terry Flynn.

1. Approve Minutes from 1/11/12 Meeting – Noted corrections in attendees at 11/2/11 meeting (Derek Maksy).
2. Updates on
  - a. Baseline Process – Don Foster reported that the intern (Tom Paine) has nearly completed the process of uploading energy consumption data into MassInsight. And, that access to the data is now available to Jim Kenney, Larry Simpson and Rita Garbitt. It was recommended to view the data, perform whatever Quality Assurance is necessary to deem the data “complete.” Once complete the committee will be able to access/report consumption data to perform audits to determine ‘prescriptive’ recommendations for savings (Goal of 20% over five years using 2008 as baseline year) and incorporate findings into the “Energy Reduction Plan.” It was also noted that we will need to include vehicle consumption data as part of the baseline.

There was significant discussion regarding whether or not to include all data from the Regional School District. Pros: as the largest consumer of energy, the school district offers the greatest opportunity for savings (KW and expense); the basis of support for Green Community designation among the Board of Selectman, Finance Committee and Town Meeting vote was predicated on having the Regional School District involved; to date, the Regional School District has been very cooperative in providing information about initiatives and consumption data and willingness to participate in the “Green Communities” designation process. Cons: due to ‘regional’ nature of the District which may involve approvals from Freetown, it could be problematic and unwieldy to involve the District through the designation/grant process; DOER representative have concurred the possible challenges the committee may face by involving the District.

It was decided that, in lieu of the entire District (and associated percentages to represent Lakeville's share of consumption), we would include Assawompset Elementary School in our baseline data and energy reduction measures.

- b. Building Audits/Recommendations – Larry Simpson reported that performing audits that will identify 'prescriptive' recommendations from outside consultants we would need the completed data from the MassInsight system.
  - c. Energy Reduction Plan – The committee discussed the merits and timing of compiling baseline data, audit/recommendations, catalogues initiatives along with forecasts for reduction. It was decided to schedule a meeting with the DOER's Seth Pickering within the next two weeks to gain his insight on the designation process and learn best practices of completing/submitting the application (Draft in March, Final Submittal in June). Bob Lafrate to schedule meeting.
- 3. Application for the Green Communities Designation (Draft by March, Submittal by June)
  - 4. New Business – The committee discussed adding additional members to include John Olivieri (School Board) and a representative from Assawompset Elementary School.
  - 5. Old Business – no old business

Chairman Simpson adjourned the meeting at 7:45 PM

**NEXT MEETING: Wednesday, February 29<sup>th</sup> at 7:00 PM in the Town Offices.**