

Agawam Energy Commission Meeting Minutes 5/16/2018

Present: Marc Strange, Jen Bonfiglio, Christopher Golba, Ronald Weiners, Rosemary Sandlin, Les Tingley, Erik Wight, Douglas White, Mark Morris, Bob Rossi, Leslie Joseph, Anthony Suffriti

Not Present: Mayor William Sapelli

In the absence of Mayor Sapelli, Marc Strange welcomed new and old members to the commission.

Members introduced themselves and indicated their area of representation (town employee, city council, resident)

William Sapelli	Town of Agawam Mayor
Marc Strange	Town of Agawam - Director of Planning & Community Development - Green City Coordinator
Jen Bonfiglio	Town of Agawam - Procurement
Christopher Golba	Town of Agawam - Superintendent DPW
Douglas White	Town of Agawam - Director of Building Maintenance
Erik Wight	Town of Agawam - Inspector of Buildings
Bob Rossi	City Council
Rosemary Sandlin	City Council
Anthony Suffriti	City Council
Leslie Joseph	Resident
Mark Morris	Resident
Les Tingley	Resident
Ronald Weiners Jr.	Resident

Minutes

Mark Strange facilitated the meeting until the election of new officers. *The primary focus of the rest of the meeting was to read the Agawam Energy Commission By-Laws and suggest necessary changes.*

Article I Mission Statement Mission statement was read. It was suggested that the statement wording be amended to include the aim of balancing economic and environmental needs of the community. Rosemary Sandlin suggested that Leslie Joseph work on a rewrite of the mission statement and she agreed to do so for the next meeting. *After the meeting, Mark Morris expressed interest in helping with the mission statement rewrite.*

Article II Membership Commission make-up of 11 voting members. *Refer to table on first page of minutes.* No Change

Article III Officers Les Tingley volunteered to be Chairperson of the Commission, Mark Morris volunteered to be Vice-Chairperson and Leslie Joseph volunteered to be Secretary.

*Proposed Change: Copies of the minutes shall be submitted to commission members **within 21 days** of the date of a meeting. Minutes will be electronically sent to commission members.*

Article IV Vacancy No Change

Article V Duties and Responsibilities *Many parts of Article V were discussed in detail.*

- A. Discussion began about Green Community - projects completed with past funding, all of which has been spent; new funding can be applied for in 2019. Marc Strange will bring Green Community application materials and Green Community project information to the June meeting. Additional discussion was directed to installing solar panels on school roofs (Rob Weiners). Erik Wight will provide the new regulations governing solar panels and school roofs. There was a request for the balance of the Energy Stabilization Fund for the next meeting.
- B. Marc Strange will bring Green Community application materials and Green Community project information to the June meeting. Jen reminded the group that procurement guidelines need to be followed in obtaining funding/consultants for all projects.
- C. Discussion about the need to consolidate data for the commission and for the public. There are different accounts monitoring energy use in town. There was a request to publicize the town's energy usage per building. Mass Energy Insight is a repository for this information. Marc will research the best way to accomplish this.
- D. Discussion about projects completed in the past before the Green Communities Act. Bob Rossi asked for status of what the earlier energy commission accomplished. Erik Wight will bring minutes of the last energy commission to next meeting. Information on town vehicles and Agawam Energy Audit will also provide information.
- E. It was decided to consolidate this section with section C, since the information is so similar.
- F. This section will be reworded to remove reference to "climate adaptation" which can be a polarizing term.
- G. This section will require rewording along the guidelines specified for section F.
- H. No specific comments
- I. The group raised the question about the best ways to communicate energy use data to the Agawam public. It was agreed that communication needed to occur in many forms - e.g., town cable community channel; Agawam Advertiser. It was determined that an improved communication policy was needed. Mark Morris expressed interest in being involved in the development of the policy as he has a background in Public Relations. Need more information from Amanda (?) about town website.
- J. No specific comments

Proposed Changes: Sections C and E will be consolidated into one section C. Sections F and G will be reworded to change the wording “climate adaptations.”

Article VI Meetings; quorum After some discussion, the commission decided to continue to meet monthly at 5:00 P.M. at the Agawam Department of Public Works building at 1000 Suffield Street.

Proposed Change: The Energy Commission shall meet monthly on the Second Tuesday at 5:00 P.M., at the Agawam DPW in the Conference Room.

Article VII Committees Corinne Wingard sent members of the commission information about the Go Green Committee (from May 2008 - July 2009), which preceded the first Energy Commission. It was decided that Article VII will be revisited after the commission reviews past accomplishments and determines its need for standing committees.

Article VIII Amendments *(Need to correct error in typing of VII instead of VIII)*

Suggested changes to the Bylaws will be voted on at the next meeting.

Susan Olshuff from Ener-G-Save Ener-G-Save is a charitable energy efficiency project to help residents benefit from the Mass-Save program. The project included infrared scanning of 3500 homes in Agawam and followed up with a mailing (Sept/Oct 2017) to the owners about the energy efficiency that the scans revealed. Fifty residents responded to first mailing. To date a Mayor Press Conference was held in October 2017 and several articles were published in the Agawam Advertiser. A second mailing will take place in May 2018. The project is looking for ways to collaborate with the town to increase the number of responses to the project. No specific action was taken by the commission.

Next Meeting: Tuesday, June 12, 5:00 P.M. Agawam DPW Conference Room

