

Present: Marc Strange, Jen Bonfiglio, Christopher Golba, Ronald Wieners, Rosemary Sandlin, Les Tingley, Douglas White, Mark Morris, Leslie Joseph, Anthony Suffriti, Mayor William Sapelli

Not Present: Bob Rossi, Erik Wight

Minutes

1. Minutes from the 5/16/2018 meeting were unanimously approved. R. Sandlin motioned to approve minutes and A. Suffriti seconded the motion. Ron Wieners name misspell was corrected.

2. Review and vote on proposed changes to the bylaws.

- a. **Article I** Mission statement was revised by L. Joseph and M. Morris. Copies were given to commission members. R. Sandlin motioned to approve the amended statement and C. Golba seconded the motion. The motion was passed unanimously.

The group decided to motion and vote on the proposed changes to the bylaws as a whole.

- b. **Article III** A draft of the minutes from each meeting will be sent out electronically as a PDF within 21 days of the meeting date.
- c. **Article V** Marc Strange will consolidate articles C and E into one. *
- d. **Article VI** The Energy Commission meetings will take place on the second Tuesday of the month, at 5:00 p.m. at the Agawam DPW, Conference Room.
- e. **Article VIII** The typographical error (VII change to VIII) will be corrected.

C. Golba motioned to approve the changes to the bylaws and A. Suffriti seconded the motion. The motion was passed unanimously.

3. Subcommittees—Discuss, assign commission members

Les Tingley raised the question about the type of group formed - subcommittee or task force? Both types of groups are included in the bylaws. In discussing the difference between the groupings, it was decided that a task force focused on information gathering and was less formal than a subcommittee.

- a. **Communications Task Force - Les Tingley, Ron Wieners , and Mark Morris**

Les would like to form a task force on Communication (focus on communicating with the public) . How, when, and where we share information -- need to be relevant and organized. Les has already met with Mayor Sapelli, Steven Buoniconti, and Marc Strange about the need to improve town communication residents in many areas. The **Communications Task Force**, will be a new subcommittee and will report back to the Energy Commission. There was discussion about having an intern, possibly a Senior High student (or 2), to serve as communications links, especially through social media. West Springfield has the program in place. The intern(s) would be a member of the Communications task force.

- b. **Green Energy Task Force - Leslie Joseph, Mark Morris, Marc Strange (contact person)**

Marc Strange shared that many states, including Massachusetts, are assuming responsibility for climate change mitigation. He suggested that former "Go Green" subcommittee be retitled Green

Energy Committee and focus on the options, incentives, programs at the local, state and federal levels. It was also suggested to involve more residents, action groups (e.g., Friends of Robinson Park, Nancy Bobskill) on this task force. R. Sandlin motioned to approve the Green Energy task force name change and R. Wieners seconded the motion. The motion was passed unanimously.

c. Grant Writing Task Force - Les Tingley, Rosemary Sandlin and Ron Wieners

Marc shared that there were many grant opportunities for towns, such as the Municipal Vulnerability Preparedness. This led to a discussion about finding grants and writing them. Do we need to separate task force to find these opportunities and write the grants? Should it be the responsibility of each town department or committee? Town council members (Rosemary Sandlin and Anthony Suffriti) will propose the need for and the possible hiring of a grant at the town council meeting. Marc sees the position as a consultant, working part-time (20 hrs/week). He will provide some background information and develop a job description for a grant writer. Rosemary commented that there few grant proposals from Agawam when she was in state legislator. R. Sandlin motioned to establish a grant task force and R. Wieners seconded the motion. The motion was passed unanimously.

d. Building Task Force

There was discussion about specific needs for this group to address. Les asked about cool roofs on buildings. Does Agawam have any? Doug White responded that there are warranty concerns and needed to get information about the manufactures. Boiler replacement, food disposal (schools specifically), trash collection were briefly discussed. What does Agawam do with its trash? When will the landfill close? The landfill has been granted a height exception. Rosemary suggested that the energy commission minutes be passed on to the ZBA. Tracy DeMeo is the contact person to learn more about garbage disposal. It was agreed that no specific task force is needed at this time.

d. **Other** Communications and Grant Task forces already discussed.

4. Administrative Items: Responsibilities during and between meetings

- Minutes - PDF document; write DRAFT on the copy
July 1, 2018 Amanda will post on website
Agenda on website and on board - agenda for council by Thursday
Les will develop the agenda - he will reach out to the commission for ideas.
The approved minutes need to be posted as well. (go through Amanda).
- Protocol for welcoming visitors to be handled by Chairman

5. Any other topics relevant to the committee's scope and purpose

Meeting was adjourned at 6:15. Next meeting will be September 11, 2018, at the Agawam DPW at 5 p.m

NOTE: Minutes were re-organized to show task force members more clearly. LJ 9/16/2018

