



## GREEN ADVISORY BOARD

### MINUTES

JANUARY 8, 2018

6:30 PM

ACTON MEMORIAL LIBRARY - MEETING ROOM  
486 MAIN STREET

**MEMBERS PRESENT:** Eric Hudson, Dennis Loria, Cameron Cousins, Mary Smith

**ASSOCIATE MEMBER:** Not Present

**RECORDING SECRETARY:** Kim Gorman

**MUNICIPAL PROPERTIES SUPERINTENDENT:** Andrea Ristine

**SELECTMEN LIAISON:** Not Present

**REGIONAL SCHOOL ENERGY ADVISOR:** Kate Crosby

**VISITORS:** Chad Laurent, J.D. Principal, Meister Consultants Group, A Cadmus Company.

Link to documents numbered on this agenda:

<http://doc.acton-ma.gov/dsweb/View/Collection-9545>

6:35 Mr. Hudson called the meeting to order.

#### Main Street Master Plan Committee – *Update*

Ms. Cousins stated the committee is still in the research phase. Reviewing event spaces, hotel and restaurant studies. The committee is taking their time to review every selection for best option for the property and Town and seeking funding assistance. No date for next meeting.

#### Electric Car Charging Stations (04)

Ms. Ristine stated Mr. York, Director of Public Works is seeking a grant for an electric car charging station to be installed by mid Spring 2018 between the Acton Town Hall and Acton Memorial Library. Ms. Smith stated Eversource is conducting an environmental program and could provide some grant and infrastructure funds to consider.

#### Discussion - Chad Laurent, J.D. Principal, Meister Consultants Group, A Cadmus Company, Net Zero Initiatives

Mr. Hudson introduced Mr. Laurent and discussed the steps the Board will be taking to obtain research for a sustainability report and thanked Mr. Laurent presented the background, expertise and services his firm could provide to benefit the Board's goals for net zero sustainability in Acton. He explained the meaning of net zero and the pathways in getting to a net zero community. The framework consists of reporting, reduce, produce and purchase. Research will be broken down by building type (nonresidential and residential), transportation and waste.

Reviewing environmental and irrigation, heating element, renewal source and working with municipalities and the procurement process.

The Board thanked Mr. Laurent for his presentation, guidance and time on attending the meeting.

Mr. Hudson stated the Board needs to define what net zero is, create a scope of work and create a base line in order to set goals, create a plan and hire a consultant. Define and identify entities and sectors: which entities to address; what forms/sources of carbon (oil, propane, gas heating, electricity); transportation (cars, school buses, other vehicles); waste water/solid waste (trash haulers, transfer station, septic); recycling and composting. How are we addressing the carbon we are creating: reduce, self-generate, purchase off sets. Board members discussed the scope of work for the proposal.

Mr. Loria stated he will draft a request for proposal and Ms. Cousins will draft the sector sections.

Mr. Laurent presentation at this meeting is posted to under Extra Information – Presentations for this meeting: <http://doc.acton-ma.gov/dsweb/View/Collection-9719>

#### Update – Annual Report submitted to DOER 12-11-2017 (05)

Ms. Ristine reported the Green Communities Annual Report was submitted to DOER on time.

#### Town Annual Report

Ms. Ristine reminded members that the Board's Annual Town Report is due on January 19, knowing the Board won't meet again until February 12 she was able to request an extension until February 13<sup>th</sup> in order for the Board to have a final review. Ms. Ristine forwarded the draft report with updated town municipal portion to the Board just prior to this meeting; the regional school district needs provide updated information.

#### LED lighting projects

Ms. Ristine stated the Town continues to decrease lighting charge and continue to do well.

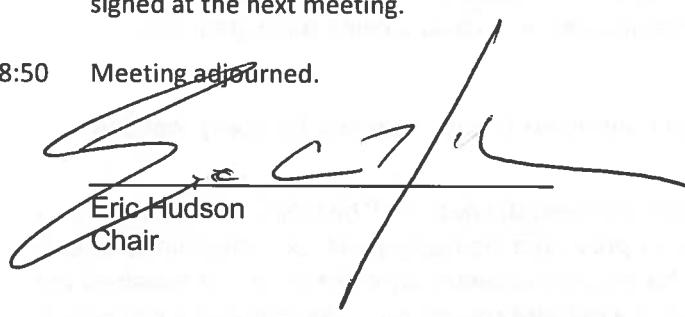
#### I Identify Projects for next Green Communities Grant Application

Ms. Crosby reviewed the ABRSD Lighting Project Phase I is completed and Phase II has been created. Ms. Ristine reported the Town will be seeking LED lighting upgrade proposals for several buildings, one being the DPW building.

#### Minutes - 9/14/2017 & 11/6/2017

Minutes were signed but the 9/14/2018 need to be revised due to an incorrect date listed; will be re-signed at the next meeting.

8:50 Meeting adjourned.

  
Eric Hudson  
Chair



## GREEN ADVISORY BOARD

### AGENDA

JANUARY 8, 2018

6:30 PM

ACTON MEMORIAL LIBRARY – CONFERENCE ROOM  
486 MAIN STREET

Link to Agenda items: <http://doc.acton-ma.gov/dsweb/View/Collection-9545>

#### Discussions:

- Chad Laurent, J.D., Principal, Meister Consultants Group, A Cadmus Company – Net Zero Initiatives
- Update - Main Street Master Plan Committee
- Net Zero - Sustainability Policy [\(03\)](#)
- Electric Car Charging Stations [\(04\)](#)
- Update - Annual Report submitted to DOER 12-11-2017 [\(05\)](#)
- Update - LED lighting projects
- Update/identify project for next submission – Green Communities Grant Application

Minutes - September 14 & November 6

Next Meeting – February 12

#### February 12 Agenda:

- ABRHS Resource Force Club – Kevin Liu & Tara Prakash (move to Feb 12, 2018)