

NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

December 9, 2010

City Council Chambers, Puchalski Municipal Building

Meeting called to order at 4:10 PM by Pam Schwartz

- Attendance: Louis Hasbrouck, John Kelly, Adin Maynard, David Pomerantz, Pamela C. Schwartz, Scott Silver, Chris Mason
- Facilitator Pam Schwartz, scribe Chris Mason

Public Comments: none.

MOTION: Approval of minutes from 11/18/10; moved Louis Hasbrouck, seconded Scott Silver, unanimous approval

Next Steps with Serrafix: Chris reported on results from a Dec 1, 2010 steering group meeting with Serrafix including identified tasks. (See attached task summary provided by Scott Silver.) Some of those tasks will interact with NESC initiatives and were brought up for discussion.

With reference to task numbers in attached *Tasks from Draft Work Plan*:

3.1-A: Dorie Clark is looking for information from steering group, namely descriptive adjectives to describe the City's efficiency work and information on past press coverage of the City's ESCO project.

- Louis will assist Chris Mason in accessing the Gazette on-line to retrieve past news articles for Dorie.
- Chris Mason will discuss signage with Con Edison
- Scott Silver offered to talk with Dorie about performance contracts if she needs to
- Suggested that City put ConEd contract on web site (it might already be on City home page)
- Two adjectives were suggested by Louis and Adin to add to City's list: "affordable" and "redefining relationship with energy"
- May want to include specific savings per building on signs and/or a one page takeaway and/or point to City web site for more information

3.1-C: NESC suggested a con call with Dorie to discuss a communications calendar

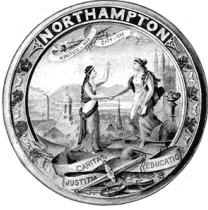
- Scott suggested the communications calendar be posted on the NESC Facebook site
- Chris will ask City's MIS that City employees have access to the NESC Facebook page
- Pamela Schwartz suggested that David Narkewicz be involved in this discussion, since he is spearheading the NESC web page.

3.2-A: Chris Mason will setup a NESC PACE group meeting to be followed by a meeting with Steve Burrington of Serrafix; may also want to meet with local banks

Voting Members: Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley • John Kelly • Adin Maynard • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

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3.3-B: Louis will talk with Paul Gromer and Wayne Feiden on what this activity is likely to produce.

3.5-B subtask 2: Adin presented a matrix of energy incentive program providers for Northampton.

A discussion led to the suggestion that Chris will try to set up a panel discussion (a Round Table) with representatives of the “Lead Vendors” handling efficiency programs in Northampton. This discussion will be used as a way to inform the commission on available programs and allow for interaction between the Lead Vendors.

- If possible, the meeting should take place at the Feb NESC meeting.
- The following individuals were suggested:
 - Steve Finnegan for Honeywell (Columbia Gas Residential Program)
 - Mark Newey for CET (National Grid Residential Program)
 - Peter Wingate, Energy Assistance Office, Community Action (CAP weatherization programs)
 - Someone from Rise Engineering (Multi-family Programs for Columbia Gas and National Grid)

3.5-C: This will need to be coordinated with a PACE initiative. As a first step, NESC will invite representatives from the Chamber’s Green Business Initiative group to attend the Feb Round Table.

Report Back EVCS Application: Chris reported that the City is applying for seven electric vehicle charging stations through a MA DOER grant. Three chargers at the Parking Garage, two in the Roundhouse Parking Lot, and two at the Fire Department Headquarters. The Fire Department is seriously looking at purchasing a Nissan Leaf for their inspection vehicle.

The City is working with Greenfield and Holyoke to coordinate proposals toward developing an I-91 EV Charging Corridor.

A Facebook page announcement will be made if the grant is awarded. We may also want to inform car dealers, so they can promote the stations.

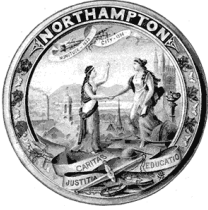
Report back on other grants: Through work of the Energy and Sustainability Officer, the City is receiving the following:

- The City has received the first half of the Green Communities Grant for PV at SVAHS (\$99,250)
- The City has received a little more than half (>\$100,000) of EECEBG funds for new windows at SVAHS as part of the performance contract.

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- The City will be issuing \$261,000 in Clean Renewable Energy Bonds for PV at SVAHS and \$1,607,000 in Quality Energy Conservation Bonds for the ConEd performance contract both at a net effective interest rate of 1.73%.

The next meeting will be January 13, 2011. Commissioners expressed an interest in holding future meetings at the Frances P. Crowe Community Meeting Room at the Media Education Foundation. Chris Mason will determine availability of the meeting room and set the venue for the next meeting.

The meeting adjourned at 5:25 PM

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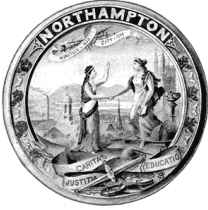
DRAFT – 12/02/10

Northampton 20% by 2020 Tasks from Draft Work Plan

Task	Timeline	Responsible Party(ies):	Guidance	
<p>3.1 Marketing/Branding</p> <p>City staff will ask Serrafix to assist in development of a message that the City will use immediately to promote efficiency improvements in municipal buildings while setting the stage for a greater community efficiency outreach effort. That is, the message the City uses to highlight efficiency in municipal buildings should resonate with other Northampton building owners and motivate them to implement efficiency improvements. This message will then be continued in an outreach effort to the greater community as the City initiates various efficiency programs.</p>				
3.1-A	Develop promotional marketing signage for Northampton performance contract project designed to set the stage for larger EE outreach effort	January 2011	Chris Mason and Dorie Clark	Discussion at 12.1.10 meeting on marketing program goals and what motivates Northamptonites. City motivator's for ESPC include (1) net no-cost, (2) improved buildings, (3) reduced energy use
3.1-B	Repeat messaging with other large institutions	TBD	Chris Mason, Mayor, Dorie Clark	Discussion at 12.1.10 meeting: Could the City work with other large institutions to help them advertise their clean energy successes? Chamber, Smith, CDH, etc..
3.1-C	Communications Calendar	Planning meeting following next NESC meeting?	Chris Mason and Dorie Clark with NESC PR group	From 12.1.10 meeting: plan steady roll out of information to communicate ongoing progress/movement
<p>3.2 PACE Financing</p> <p>The NESC is currently pursuing development of a PACE financing option for multi-unit residential, small commercial, and single-family residential. Their initial focus is on sectors not influenced by the Federal Housing Finance Agency (FHFA) objection of PACE financing taking the first lien position. NESC members will meet with someone from Serrafix to identify how Serrafix could assist in their efforts. We anticipate that the 20% energy reduction work plan will use PACE financing wherever feasible.</p>				
3.2-A	Outline potential PACE program(s)	December/January	Chris Mason, Steve Burrington, Mayor, with NESC PACE group	From 12.1.10 meeting: Chris & Steve to arrange planning meeting with NESC PACE group. Include a discussion with banks early in process re: availability of non-secondary market mortgages, energy mortgages, and heat loans in context of PACE
<p>3.3. Data Mining/Demographics</p> <p>Louis Hasbrouck, Northampton's Building Inspector and member of the NESC, has already started to compile demographics of Northampton buildings. Wayne Feiden will work with Paul Gromer of Peregrine Energy to map energy use by sector and location and expand upon building demographics as possible.</p>				
3.3-A	Provide Peregrine Group with demographic data	Complete as of 12.1.10 meeting	Wayne Feiden, Paul Gromer	

DRAFT – 12/02/10

Task		Timeline	Responsible Party(ies):	Guidance
3.3-B	Parse demographic and energy use data into useful information and displays (e.g., maps)	December 2010	Wayne Feiden, Paul Gromer City's GIS folks	From 12.1.10 meeting: Useful information would include (1) overall City expenditures on energy and how much flows out of community annually, (2) a map of the City and/or neighborhoods showing relative energy use per energy type, (3) images showing relative energy waste (e.g., IR photos of different neighborhoods, pre-post retrofit IR images, photos of snow melt). Possibly use SVASHS students to develop some of these images.
<p style="text-align: center;">3.5. Program Development</p> <p>The City will, in collaboration with Serrafix, develop energy-use reduction initiatives specific to various sectors (e.g., large and small residential, commercial, large institutions) and/or various demographic groups (e.g., low income, small business, certain neighborhoods). The City will work with Serrafix to develop these initiatives in parallel with work on data mining/demographics and markets research/branding. Initiatives will be designed to make use of all available tools (e.g., PACE financing) and to coordinate with other organizations. Crucially, the City will coordinate with utilities serving Northampton to integrate utility incentive programs into Northampton initiatives and/or propose changes to utility programs necessary to achieve the City's community-wide energy use reduction goals. The City will also work with local organizations that strive to reduce energy use in Northampton buildings. The City is aware of and has worked with several of these organizations on community energy saving initiatives in the past (see Appendix A) and will join forces as appropriate to advance City energy-reduction initiatives.</p>				
3.5-A	Outline a sketch of potential programs for rental properties (and single family homes?)	December 2010	Steve Burrington & Serrafix	From 12.1.10 meeting: Specific program development to be based on energy use and demographic data
3.5-B	Increase familiarity with area energy efficiency incentive and assistance programs available to Northampton	December 2010	Chris, Adin, NESC	<p>Subtasks</p> <ul style="list-style-type: none"> o Adin will compile list of energy incentive and assistance program providers for Northampton o Chris will set up meeting with Peter Wingate (presentation to NESC possible) on CAP weatherization programs available to Northampton
3.5-C	Outline a program for small commercial	January 2011	Teri Anderson, Chris, Steve Burrington & Serrafix	From 12.1.10 meeting: Chamber has gathered many of the important players already for their Green Business initiative. Small commercial is of special concern to utilities so we should be able to catch their attention. Probably start with the "neighborhood" or pilot approach: could use the Northampton BID to start. Small commercial businesses very busy until 2nd week of January. Start with a meeting or conference call before holiday break with City staff, Serrafix, chamber's green business initiative and NBID. Follow up with a meeting that involves businesses the third or fourth week of January.



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

November 18, 2010

Frances P. Crowe Community Meeting Room at the Media
Education Foundation, 60 Masonic St.

Meeting called to order at 4:00 PM by Chris Mason

- Attendance: Denzel Hankinson, Louis Hasbrouck, Adin Maynard, David J. Narkewicz, David Pomerantz, Pamela C. Schwartz, Scott Silver, Chris Mason, Ned Huntley
- Facilitator Chris Mason, scribe Louis Hasbrouck

Public Comments: Laura Biddulph, CET Outreach Services spoke; CET is looking at outreach and services available and would like to smooth out the process for accessing services.

MOTION: Approval of minutes from 09/23/10 and 10/14/10; moved Chris Mason, seconded Pam Schwartz, unanimous approval

Serrafix: Chris presented a draft plan for working with Serrafix and reported on his meeting with Steven Burrington and Fran Cummings of Serrafix.

MOTION: Dave Narkewicz moved and Pam Schwartz seconded that the Commission approves the draft work plan, *Northampton 20% by 2020 Draft Work Plan in Collaboration with Serrafix*, to guide the City's work with Serrafix with the understanding that additional measures may be considered later (such as running an LED street lamp pilot test) and with the following provisions: (1) add a section on Program Development that includes meeting with utilities, (2) add a section on Workforce Development, and (3) move Section 5. Initiatives by Other Northampton Organizations into an informative appendix. Unanimously approved.

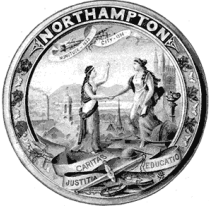
Serrafix steering group formed; Chris Mason, Wayne Feiden, Ned Huntley, David Pomerantz and David Narkewicz participate as City staff and City Council President respectively. Up to three other NESC members to participate as available. Adin Maynard and Scott Silver volunteered to represent NESC to start with.

Promotional Actions: Aiden Maynard proposed that NESC develop a Facebook page. A discussion of marketing strategies followed with a number of suggestions from various committee members. The commission invited members to develop specific proposals.

The next meeting will be December 9, 2010.

The meeting adjourned at 5:30 PM

Voting Members:	Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley • John Kelly • Adin Maynard • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver
Ex-officio, non voting:	Chris Mason
Associate Members:	Malena Maiz • Mary Biddle



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

October 14, 2010

City Council Chambers, Puchalski Municipal Building, 212
Main Street

Meeting called to order at 4:05 PM by Catherine Ratte

- Attendance: Wayne Feiden, Denzel Hankinson, Louis Hasbrouck, Adin Maynard, David J. Narkewicz, David Pomerantz, Catherine Ratte, Pamela C. Schwartz, Scott Silver, Mary Biddle, Chris Mason
- Catherine Ratte, meeting facilitator; Chris Mason, scribe
- PACE financing - discussed PACE ideas developed in brainstorming session as reported in memo from Wayne Feiden – see attached:
 - Need to determine if MA law will allow PACE financing to be subordinate to a mortgage. (Noted that Babylon NY's program may be a 2nd lien)
 - Commission will formally present PACE concept to City Council as soon as the commission feels it can provide a detailed presentation of background and issues.
 - Commission will develop a public survey to determine/confirm that there is critical mass interested in PACE financing to run a successful PACE pilot project. Commissioners noted that in the past CDBG loans attracted many people. Adin Maynard has begun to draft survey questions around PACE. Commission may wish to piggyback other questions regarding community efficiency levels onto such a survey.
 - Question raised on what percent of Northampton households and businesses use heating fuel versus natural gas. Adin will ask Columbia Gas (formally Bay State Gas) for their number of accounts serving residential and businesses in the Northampton zip code areas.
 - The following additions to Wayne's memo from the brainstorming session were noted:

Under item 3, could utilities mail out a survey to help the City determine critical mass for a PACE pilot program?

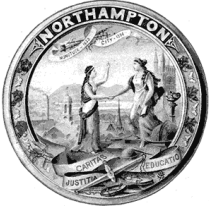
Under item 5a,

- i. Should PACE energy conservation measures be modeled?
- ii. Are other PACE programs across the country using energy modeling? If so, what is the cost?
- iii. Should the program provide a guarantee or be marketed on other issues such as comfort, safety, etc.?

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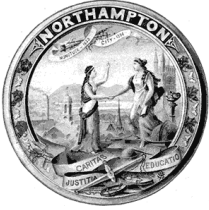
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- Community Energy Efficiency - discussed notes developed in brainstorming session as reported in memo from Adin Maynard – see attached:
 - Discussed/confirmed that the commission will initially focus outreach efforts to improve residential efficiency levels in 5-6 multi family units (units not served by the MassSAVE program). Next step is to determine the size and geographic makeup of this housing stock as well as 2-4 family units and single family housing stock.
 - Given that mortgages for 5-6 unit residential and commercial buildings are not bundled on the secondary mortgage market as are singly-family homes, perhaps Northampton could start a PACE program for these building owners where the assessment being given 1st lien would not pose a problem.
- Public relations/outreach
 - Purpose, to publicize efforts of the commission and the City. Initial list of ways to accomplishing this:
 - Facebook for energy efficiency programs
 - Scale up & revamp City's energy web page
 - Monthly guest columns in Gazette (one column/year/member). Seven commissioners stated they could produce an article if asked.
 - Advertise status of Sustainable Northampton actions beginning with tasks assigned to NESC
 - Outreach to neighborhood associations and other community groups
 - Strengthen relationships with community organizations such as Smith College, Rotary, Chamber of Commerce, etc.)
 - Produce radio spots
 - Possibly add information to city mailings (tax bills, DPW water quality information, etc.)
 - Catherine Ratte volunteered to write the first Gazette article introducing the NESC and giving an overview of accomplishments to date
- Climate Action Plan

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City Council Chambers, Puchalski Municipal Building, 212
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- Progress was reported in August 12 NESC meeting minutes – no further development
- Informal groups meeting on PACE, Community Energy Efficiency, Public relations/outreach and CAP will meet again before the November meeting
- Electric Vehicle Recharge station - Chris Mason explained a funding opportunity from MA DOER to install EV recharge stations
 - Priority will be given to Green Communities
 - While the DOER's news release states that matching funds are not needed, the application states that applications will be scored on "private funds leveraged, host partners funding assistance."
 - The MA Municipal Wholesale Electric Co. has reached out upon request of Holyoke (a member) to see if Northampton is interested in filing a joint application. Wayne noted that large volumes of commuter traffic flow between Northampton and Amherst and Northampton and Springfield making those two communities likely partners for a regional application. (Note: Springfield is a Green Community while Amherst is not.)
 - While the parking garage is a natural location for an EVCS in Northampton, Chris asked commissioners to send him other ideas on where an EVCS may be of good use to the community. Village Hill was mentioned.

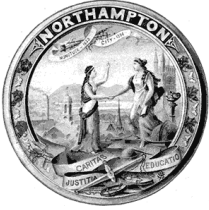
MOTION was made and seconded for the Energy Officer to submit an application for EV Charging Stations to the MA DOER. Approved unanimously.

- Brick House Sustainability Newsletter: Although the commission did not see a stand-alone newsletter as a very sustainable means of communication to the general public, they would be willing to provide content if the Brick House moves forward with producing one for Northampton
- As-of-right sighting for PV
 - Wayne and Catherine will draft an as-of-right PV by-law for the commission's consideration. They will ask John Kelley to join in their efforts.
- Next Meeting will be held on November 18 at 4 pm. Chris Mason will seek a location.
- Meeting adjourned at 5:30

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Ex-officio, non voting: Chris Mason

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NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

September 23, 2010

McDonald House meeting room, 49 Old South Street

Meeting called to order at 4:05 PM by Catherine Ratte

- Attendance: Wayne Feiden, Denzel Hankinson, Louis Hasbrouck, Ned Huntley, John Kelly, Adin Maynard, David J. Narkewicz, David Pomerantz, Catherine Ratte, Pamela C. Schwartz, Scott Silver, Mary Biddle, Chris Mason
- Catherine Ratte, meeting facilitator; Chris Mason, scribe

MOTION to approve Minutes of 7.8.10 and 8.12.10 meetings with clarification edits to 7.8.10 minutes as read by Chris Mason – passed unanimously

- Chris Mason summarized last meeting's presentations by GreenNorthampton, CET, and Chamber of Commerce, and discussions on current status of PACE financing and proposal by Serrafix . No clarifications requested
- Adin presented on a MassSAVE pilot program with WMECo. Points presented:
 - Consists of full MassSAVE program through a building performance lens
 - Single point of contact – construction firm makes contact, performs audit and can recommend conservation measures that extend beyond acceptable MassSAVE measures.
 - For example, Cozy Home does the intake
 - Does not use modeled energy use thus no guarantee
 - This model could be used in MassSAVE starting in January (will incorporate more high-performance contractors)
 - 2 to 4 unit family rentals not served previously (Adin recommends this as a focus)
 - Look at house as a unit versus as individual utility accounts
 - There is a PowerPoint from MassSAVE on this

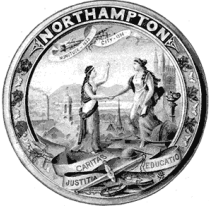
Discussion

identified typical barriers to energy retrofits:

- Awareness (of programs/opportunities)
- Hassel factor (time and effort)
- Code violations
- Finances/available capital
- Split incentives

David P suggested possible outreach via landlord associations

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McDonald House meeting room, 49 Old South Street

Louis – City has info on housing classified as 1-2 units, 3 units and 4-12 units. Getting info from assessor may be difficult

Adin – MassSAVE does not consider 5 units and up as residential

General acknowledgement that commission will need to understand demographics of city's housing

▪ Working Groups

Commission identified the following for more in-depth study/action

1. PACE financing
2. Involving landlords in MassSAVE
3. Housing demographics
4. Broad outreach promoting community efficiency
5. Web as a clearing house
6. Public relations and outreach, speaker's bureau
7. Climate Action Plan (existing working group)

Commission formed the following working groups for more in-depth study/action

- PACE financing – Wayne (chair), Catherine, Adin, Scott, Ned
- Community Energy Efficiency (resident and small commercial), includes items 2, 3 and 4 – Adin (chair), Louis, Denzel, John
- Public relations/outreach, includes items 5 and 6 – David N. (chair), Pam, David P. and Mary
- Noted that CAP working group consists of Chris (chair), Mary and Malena

Chris Mason requested that he be kept informed of all working groups meetings

All working groups are to meet by next NESC meeting

▪ Smith College Design Clinic – Renewable Energy Production at Landfill

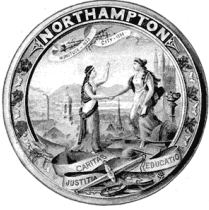
Ned briefed commission on project where Smith students will explore potential for closed landfill to site a wind-powered turbine, biofuel production, or a photovoltaic array

▪ As-of-right sighting for PV

Noted that Wayne was looking for direction on where in Northampton PV by-right should be allowed. It was noted that Munson has recently established an overlay district that includes sites of > 50 acres. Wayne had left the meeting and so further discussion was postponed.

▪ Announcements:

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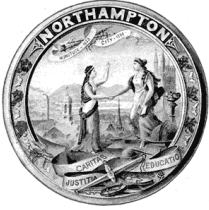
McDonald House meeting room, 49 Old South Street

- The most advantageous bid to install a PV system at SVAHS, paid for with the Green Community Grant and issuance of CREBs, is for a 108 kW system. This is twice the size expected and should bring the revenue stream (from the sale of SRECs) back up to the desired amount anticipated under the original Green Community Grant application. These funds are earmarked for City community energy efficiency programs.
- There is an effort to coordinate Amherst, Northampton, and Hadley Earth Day events. The City has been asked to help promote these activities.
- Meeting adjourned at 5:30

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Ex-officio, non voting: Chris Mason

Associate Members: Malena Maiz • Mary Biddle



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

August 12, 2010

City Council Chambers

Puchalski Municipal Building, 212 Main Street.

Meeting called to order at 4:05 PM by Chris Mason

- Attendance: David J. Narkewicz, Scott Silver, Malena Maiz, Adin Maynard, Mary Biddle, Chris Mason and by speaker phone, Catherine Ratte
- David Narkewicz, meeting facilitator; Chris Mason, scribe
- Public Comment Period: John Fallon presented information on the one-gallon challenge, an Aug 19, 2010 event where competing vehicles will travel from Northampton to the Green Fest in Boston, MA on less than a gallon of gasoline. The commission provided John with guidance and advice on organizing the event. e.g, David Narkewicz offered to talk with Bill Letendre about City permits needed for the event and stated that they would bring up this event at the following Tuesday's Transportation and Parking Commission meeting.
- Minutes were not approved due to lack of quorum
- **Presentation by CET and Green Northampton regarding community energy efficiency programs:** Presenters proposed for discussion the idea of a collaborative effort between the City government in general and NESC in particular with citizen groups and not-for-profits to boost efforts to reduce greenhouse gases Northampton's building sector (residential and commercial/business). They praised the City for reducing municipal energy use through the performance contract and installation of PV systems and suggested that now was the time to build on the City's leadership by enacting programs and partnership to bring the same change to Northampton's residents and businesses. They pointed out that the City's building sector produces 40% of the city's greenhouse gas (GHG) emissions and that use of electricity produces 70% of the city's GHG emissions.

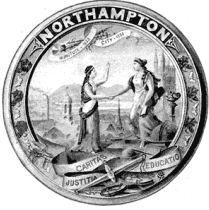
David Starr presented a review of what Green Northampton is doing:

- Act as an "outreach arm" for various carbon reduction efforts
- Founded Green Action in Northampton Schools to use "green" topics for education
- Founded Green Teams in each school to enable environmental activism from students
- Have goals to: reduce the waste stream to the Northampton landfill by 90% by 2012, increase the energy efficiency of all buildings in Northampton by 30% by 2025, reduce vehicle emissions by 80% by 2020, increase consumption of locally produced food to 80% by 2020, and achieve carbon neutrality in Northampton by 2025.
- Through a Chorus grant with CET, worked with 100 households to reduce GHG emissions by providing hand-holding (coaches) and outreach through Green Teams and GREENnorthampton connections.

Voting Members: Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley • John Kelly • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

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August 12, 2010

City Council Chambers

Puchalski Municipal Building, 212 Main Street.

-
- Joined the Chamber of Commerce to help launch a Chamber “Green Initiative”

David highlighted a need for outreach and assistance to people and businesses that want to “be green” and suggested Northampton set a goal to become a carbon-neutral city.

Maryellen Rousseau, an intern at CET who helps to sign up “coaches” and individuals for the Chorus grant effort, specifically proposed the City and CET join in an outreach campaign. She suggested efforts to first promote MassSAVE and then establish a PACE program and promote the PACE program as an expansion to MassSAVE. She suggested the Chorus grant one-on-one coaching and promoting lifestyle changes through community workshops.

Peggy MacCleod provided Greenfield and Northampton as examples of what can be done with a concerted outreach effort. Over 2 years, a citizen’s group in Greenfield signed up 600 people for their 10% challenge – a challenge to reduce household energy use by 10%. In Northampton, a concerted outreach effort helped sign up 6% of the population for New England Green Start – a way to purchase renewable electricity. It was noted that Northampton signed up more than twice the number of households than any other municipality in MA, including the larger cities.

Peggy suggested the City establish a goal and work toward it in collaboration with private sector groups. A discussion on outreach mentioned signage, Facebook, and Twitter as a few tactics.

David Starr suspects, given his experience working on the CET chorus grant, that a broad campaign and one-on-one coaches will be needed. The broad campaign enables people to feel part of something, the coaching helps them actually fulfill goals.

- **Community Energy Efficiency Program, PACE, Serrafix – new subcommittee(s)?**

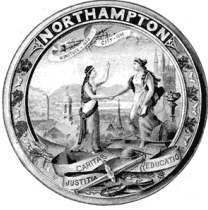
Chris Mason announced:

- That PACE financing is now possible in MA, it has been enabled by state law.
- Serrafix, a new organization comprised of prior upper management employees and cabinet level appointees from not-for-profit environmental organizations, venture capital groups, and state-level governments, approached Mayor Higgins with a proposal to help the City establish community energy efficiency programs to reduce energy use in the private sector. The group would be funded through the Barr Foundation and would provide services to the City for free. They are looking to work with five MA cities in this manner. Mayor Higgins solicited advice from City staff, City Council and NESC members, including David Pomerantz, Wayne Feiden, David Narkewicz, Teri Anderson, and Chris Mason and then decided to take Serrafix up on their offer and commit to work with them. Mayor Higgins will set up another meeting with Serrafix in September.

Voting Members: Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley • John Kelly • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

August 12, 2010

City Council Chambers

Puchalski Municipal Building, 212 Main Street.

- Central Services is in the process of reviewing proposals for a large photovoltaic array at SVAHS that will be paid for through grants and City financing such that the value of electricity produced will pay back the financing. The City will use the sale of SRECs from this system to start a revenue stream to help fund community energy efficiency programs. (Anticipated revenue stream would be from \$20,000 to \$80,000 annually depending on the ultimate size of the PV array and value of SRECs over the years.)
- **Suzanne Beck, Chamber of Commerce: Overview of Chamber's Green Initiative**

Suzanne Beck, Executive Director Greater Northampton Chamber of Commerce (GNCC) and Steve Steve Bandarra, Chair of GNCC presented on the Chamber's developing Green Initiative program – a program to help their members take steps to be more environmentally-, socially-, and business-friendly.

 - They have been hosting bi-monthly meetings with a group of advisors including city staff Teri Anderson and Chris Mason, representatives of a few local green organizations: CET, Beyond Green, GREENnorthampton, Smith College and others.
 - Suzanne listed businesses needs to becoming more “green”
 - Education
 - Motivation
 - Hands-on assistance
 - Support via mentoring & peer support
 - Recognition
 - The Chamber has identified the Green Plus program as a means to help deliver on most of the above needs. Green Plus provides a diagnostic tool that provides a “green” report, how-to and best practices guides, news and webinars; networking capabilities through a directory, mentoring and referrals, and recognition through a certification program. The Chamber recognizes the need to add to this service local one-on-one mentoring, guides, and networking. They plan on trying the program with 5 to 10 businesses to evaluate its usefulness.
- **NESC discussion of community EE programs**

A discussion of potential NESC actions led to the following ideas:

 - Web site to act as clearing house
 - Combine transportation, energy and waste sections of web site and raise their visibility
 - City raises awareness of MassSAVE
 - NESC starts a speaker's bureau to present to other groups
 - Form a subcommittee to roll out how to work with CET, GREENnorthampton and Chamber and set a goal to launch outreach in, say, Jan. 2011
 - City sets and measures metrics

Voting Members: Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley • John Kelly • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver

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NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

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o Bully Pulpit

The follow-up will be to place on next month's agenda a discussion of subcommittees to form. Suggested possibilities:

- PACE
- Community EE outreach
- Web as clearinghouse
- CAP (already formed)

▪ **Climate Action Plan (CAP) subcommittee report**

Chris Mason, Malena Maiz, and Mary Biddle met on Aug. 6, 2010. The subcommittee proposes the following actions toward developing a CAP:

Chris Mason will draft an introduction to include:

- Statement describing the CAP as an appendix of the Sustainable Northampton Plan (SNP) (e.g., how the CAP is part of the SNP)
- Recap goals of SNP that are applicable to a CAP
- Describe how CAP will expand on objectives, strategies, and actions called for in the SNP
- Provide a table of existing objectives, strategies, and actions in the SNP applicable to a CAP and status of City actions taken to-date
- Describe process to develop CAP

The proposed process includes:

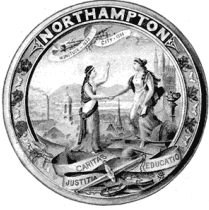
- Overview of other CAPs for communities of similar size and climate
- Collect new ideas from:
 - o Northampton residents and businesses (include Chamber of Commerce)
 - o City boards and commissions
 - o City Council
 - o Neighborhood organizations
 - o Research select ideas from other countries
 - o Spanish-speaking community
 - o Colleges and schools
- Write a draft CAP
- Review draft CAP (subcommittee is looking for input into specifics for this step)
- Final CAP

Meeting adjourned at 5:30.

Voting Members: Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley • John Kelly • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

July 8, 2010

City Council Chambers

Puchalski Municipal Building, 212 Main Street.

Meeting called to order at 4:09 by Chris Mason

- Attendance: John Kelly, Wayne Feiden, Chris Mason, Pamela Schwartz, Louis Hasbrouck, Scott Silver, Catherine Ratte and Ned Huntley. Ratte in at 4:28; Fieden out at 4:40; Kelly out at 4:50
- Chris Mason, meeting facilitator - Ned Huntley, Scribe
- Public Comment Period: None
- Meeting Minutes of May 13, 2010 and June 10, 2010 (Schwartz made motion, Hasbrouck seconded)
APPROVED by NESC
- Introduction of applicants for NESC membership Aden Maynard (full time) and Mary Biddel (associate member). Announcement, Malena Maiz has also applied to become an Associate Member). Introduction of Chuck Miller (new assistant building commissioner)

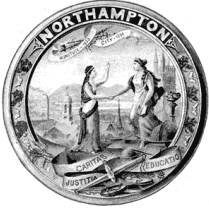
Old Business

- **Climate Action Plan**
Malena Maiz has been doing most of the research, data collection and entry on the plan. Currently adding new ideas to the plan and creating inventory of greenhouse emissions. Discussion by the Commission on ways to move the plan faster. Mason suggests a sub-committee to speed up the work. Sub-committee will be Mary Biddel, Chris Mason and Catherine Ratte.
- **As of Right Siting**
Discussion centered on developing criteria to be used, gather other models in place in other communities, issues surrounding as of right siting (zoning, abutters..) and identifying potential sites. At some point the general public will need to weigh in on this issue but it is too early as information needs to be collected and reviewed.
- **NESC On-line Storage**
Denzel Hankinson, Wayne Feiden and Scott Silver are leading this task item. The City's Laserfiche software works well for document storage and retrieval. It does not however work on collaborative efforts for the NESC to post and edit documents on-line that are under review. There are concerns that

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Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

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the on-line collaboration may violate the new Open Meeting Law that was recently enacted. Scott Silver will provide Chris Mason a list of previous posted information on the current Windows site.

- **Updates: Proposal to EPA for Showcase Community Grant**

There are concerns that the grant application deadline is due on July XX, 2010. Our current proposed grant is for reducing greenhouse emissions by conversion of streetlights to LED as part of a dark sky initiative. There are 20 grants available and what is the best twist on the NESC application to have it stand out. The issue with this proposal is that National Grid has no rate fee for this type of lamp and the City would have to pilot this with meters for future fee structure.

Discussed having the grant co-fund the Property Assessed Clean Energy (PACE) program, how the NESC would promote it and design easy access to the funds. How would the PACE be staffed and what programs would be offered (weather sealing, furnace upgrades, 0% interest bonds for residents and contractors).

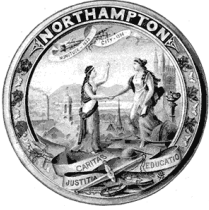
Ratte will file the grant and will email a draft to NESC for review.

- **Meeting adjourned at 5:31 p.m.**

Voting Members: Jonathan Black • Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley
• John Kelly • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C.
Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

June 10, 2010

City Council Chambers

Puchalski Municipal Building, 212 Main Street.

Meeting called to order at 4:05 PM by Chair Catherine Ratte

- Attendance: Wayne Feiden, Ned Huntley, John Kelly, David J. Narkewicz, Catherine Ratte, Pamela C. Schwartz, Chris Mason
- Catherine Ratte, meeting facilitator; Chris Mason, scribe
- Public Comment Period: none
- Minutes were not approved due to lack of quorum when the topic was raised

Old Business

- **Update on Northampton rivers and dams by John Clapp**

John Clapp and Dee Boyle-Clapp presented an update on the Upper Roberts Meadow Dam (aka Chesterfield Road Dam) and other potential hydro sites along the Mill River.

They have:

- run a petition and fundraising drive in favor of preserving the Upper Roberts Meadow Dam,
- raised enough to hire a hydro-engineer,
- are applying to become a 501(c)3 to raise further funds and run an awareness campaign,
- conducted research on Upper Roberts Meadow and the Dam, which they presented to the MA Historic Society.

Their hydro engineer estimates an in-line turbine would generate one-million dollars over 50 years based on water flow rate without selling the renewable energy certificates (RECs) that the turbine would generate. The turbine could be tied into a neighbor's electric meter so that it would generate revenue at the electric retail rate.

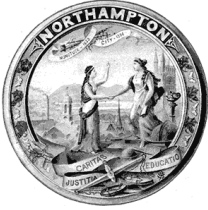
They suspect that the cost estimate provided to the City by GZA Engineering is too high. The Board of Public Works (BPW) is helping them set up a meeting between GZA and their hydro engineering firm, Essex Engineering, to look over the numbers and remove the middle-men from the process of comparing the two engineering studies.

They report that the FERC licensing process is being overhauled and, hopefully, streamlined, particularly for small projects such as this.

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Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

June 10, 2010

City Council Chambers

Puchalski Municipal Building, 212 Main Street.

They requested that NESC form a joint subcommittee with the Board of Public Works to participate in the decision making on this project and for a review of hydro-electric potential of all dams along the Mill River.

The commission felt that it was important to hear of what comes out of the meeting between the two engineering firms, the BPW, and the Clapps before deciding what steps the commission should take. (i.e., the commission felt it needed more detailed information that would come out of that meeting.)

▪ **Submittal of Grant Application for Green Community Funds**

Chris Mason reported that the City submitted a proposal for \$198,500 to help fund a 51 kW PV array and energy efficiency education kit at SVAHS after the City was notified by the MA DOER that the Green Communities competitive grant application had been changed to a formula grant that specified a maximum grant amount for each community. A PV array of this size will generate an income through the sale of SRECs of \$19,000 to \$40,000 a year that will help jump-start community energy efficiency programs, including PACE financing.

▪ **NESC MS Live Office**

New commissioners were informed of previous NESC efforts to identify a system of storing files and jointly editing files on-line and that the commission had settled on MS Live Office. Wayne asked if the City's new on-line microfiche system could be used, but it was noted that that system did not allow for editing files.

Chris Mason will pass along instructions from Denzel Hankinson to the commissioners on how to access the NESC MS Live Office site so that commissioners can review the system.

Wayne Feiden will contact Scott Silver and Denzel Hankinson to ask that they review the City's microfiche system to see if it would be useful to the NESC.

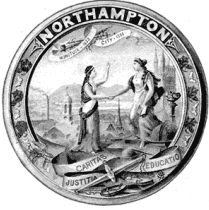
▪ **Climate Action Plan (CAP) – next steps**

Chris Mason pointed out the research that had been done by Malena Maiz (emailed to commissioners) and other tools and resources provided by ICLEI to help develop a CAP. Chris expressed the need to include both mitigation and adaptation actions in the CAP (this coincides with the NESC's mission) and that ICLEI has resources to help with that as well.

Voting Members: Jonathan Black • Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley
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Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

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Chris asked the commission to consider forming a subcommittee that would meet more frequently to work on developing a Northampton CAP that would dovetail with and become an appendix to the Sustainable Northampton Plan

New Business

▪ **Changes to commissioners and associate members**

Chris Mason reported that Jonathan Black has expressed his desire to step down from the commission. Chris has emailed Malena Maiz to ask what her long-term interest is in helping the NESC, as an associate member or is she interested in the Mayor considering her for a full time commissioner slot.

Chris Mason announced that Adin Maynard, who is currently working on the zoning review committee, has submitted an application to be appointed to the NESC. Adin works for CozyHome, a local residential energy retrofit and weatherization company and has been active in efforts to bring about PACE financing programs in Northampton.

▪ **As-of-right siting for PV on landfill: initial discussion**

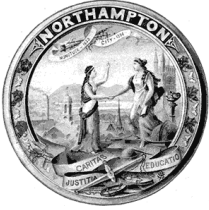
Wayne Feiden asked that this topic be broadened for the next NESC meeting to discuss as-of-right siting for large PV arrays anywhere in the community.

Meeting adjourned at 5:15.

Voting Members: Jonathan Black • Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley
• John Kelly • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C.
Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

May 13, 2010

City Council Chambers

Puchalski Municipal Building, 212 Main Street.

Meeting called to order at 4:05 PM by Chair Catherine Ratte

- Attendance: Denzel Hankinson, John Kelly, Louis Hasbrouck, Ned Huntley, Chris Mason, David Narkewicz, Catherine Ratte, Pamela Schwartz
- Catherine Ratte, meeting facilitator; Pamela Schwartz, scribe
- Public Comment Period: none
- Denzel moved to approve minutes of 4.15.10 meeting; Wayne seconded. Unanimous approval.

Old Business

- Report: Submittal of Application to be Designated a Green Community

Acknowledged submission of application to State to be designated a Green Community. Congratulations!

- Review of proposal for Green Community Grant funds

Commission discussed recommending to the City Council that funds be appropriated for the purpose of paying costs of installing two photovoltaic (PV) systems: a 90 kW system at Smith Vocational and Agricultural High School (SVAHS) and a 13 kW system at Jackson Street School (JSS). Points discussed included: it would strengthen the Green Community Grant proposal to have City Council approval in hand, the City has been authorized to issue low-interest Clean Renewable Energy Bonds (CREBs) to cover roughly 45% of the cost, we hope to receive the remaining 55% of funds in grant monies.

MOTION: David N. moved to recommend 2 city orders to the City Council to appropriate funds for PV systems at SVAHS and JSS, Wayne seconded. Copies of the two orders are attached at the end of these minutes. Unanimous approval.

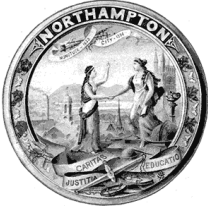
DOER expects at most 39 communities to meet Green Communities. \$7 million available – intend to give some funding to each community meets all 5 criteria. If equitable, \$175,000 each, but won't be equitable. They want applications that they can divide easily. Recognizing that we won't get \$1 million, so we need to apportion our proposals carefully.

Proposal concept discussed: Seek grant money for PV arrays, (about \$400K). City will sell SRECs from these arrays to raise \$400-800,000 over ten years to use for energy efficiency (EE)

Voting Members: Jonathan Black • Wayne Feiden • Denzel Hankinson • Ned Huntley • John Kelly • David J. Narkewicz • Anthony Patillo • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

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programs. Primary EE vehicle will be PACE program which will leverage millions of dollars in private loans to make energy efficiency improvements.

Chris M. would prioritize PV arrays – with city’s goal to reduce energy use by 30-40% and state has a goal of 80% reduction by 2050 – to get there, we have to address efficiency in private buildings using private capital. Rebates and grants will not be enough. The sale of SRECs could support development of a PACE program without using tax dollars. Designating an employee to help private residences and businesses become more energy efficient is the most important thing Northampton can do right now.

MOTION: Catherine moves, Pamela seconded: The Commission recommends that money from the sale of SRECs from the SVAHS and JSS PV arrays goes to pay for 3 years of a PACE finance program as once it is up and running it may be able to be self-sustaining through a small interest payment attached to the loans to private homeowners. After 3 years, the City can take stock of using SREC funds to support the program Unanimous approval.

Commission suggests that blower door and infrared camera for SVAHS be included in PV arrays portion of the grant proposal.

The second large item in the grant proposal should be to fund energy management systems to be installed in 15 buildings as part of the ESCO project. Total cost of that is \$1.2 million with \$800K of that being hard costs. We could reasonably ask for up to \$800K for this piece to be included in the ESCO project.

Chris could easily make 2 larger proposal concepts equal \$1 million. Both proposal ideas are scalable, State could say take some buildings out or could say fund 1 but not 2 of the PV arrays.

Vehicle tracking of fuel use – energy fuel use per vehicle – Commission agreed to take that out of the proposal.

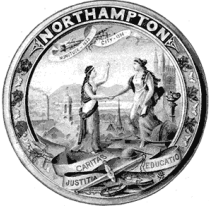
Commission discussed asking for funds to help cover costs of in-line hydro in City’s water line. DOE is moving ahead with this project and Ned estimated a current payback of 16 years. \$225,000 in grant funds could bring that down to 8 years.

Commission felt Hydro is weakest of the 3. Can we add hydro into performance contract? Commission recommended to do solar and ESCO only. About \$400K for Solar, \$600K for ESCO, roughly

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Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

May 13, 2010

City Council Chambers

Puchalski Municipal Building, 212 Main Street.

-
- Next steps with Sustainable Northampton Plan

Greenhouse Gas emissions: Chris will get Denzel ICLEI software to further this agenda item. Denzel will get an intern to work on this over the summer

Outreach meeting: David report: short-term outreach on green community designation. Second stage in the Fall on the anniversary of commission creation would do a report on what we have accomplished. Green community designations will be announced by 5/26. David will meet with Chris to brainstorm media push on Green Community designation. Meeting with Gazette editorial board suggested.

- Climate Action Plan – next steps

David suggestion: will send Burlington study on traffic roundabouts and how they reduce gas emissions. Will send Catherine this plan. Also send any plans from other states to Catherine.

DPW rolling out pilot program for food composting for residents. Giving out free compost bins. Close to implementation.

Climate Action Plan initially intended to be greenhouse gas reduction plan.

Commission agreed that for clarity and simplicity sake, the “climate action plan” would be integrated into the sustainability plan so that there is only one comprehensive plan.

- David moved to adjourn. Pamela seconded. Unanimous approval.

Voting Members: Jonathan Black • Wayne Feiden • Denzel Hankinson • Ned Huntley • John Kelly • David J. Narkewicz • Anthony Patillo • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:

May 20, 2010

Upon recommendation of the Mayor

that \$646,400 is appropriated for the purpose of paying costs of making energy conservation and alternative energy improvements to the Smith Vocational and Agricultural High School, and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount and issue bonds or notes therefor under Chapter 44, Section 7(3B) of the General Laws, or pursuant to any other enabling authority.

Further Ordered: Any bonds or notes authorized by this Order may be issued in the form of Clean Renewable Energy Bonds (“CREBs”) under Section 54 of the Internal Revenue Code of 1986, as amended, or in any other manner as the City Treasurer and the Mayor shall determine to be in the best interests of the City, and are hereby designated as tax credit bonds within the meaning of Chapter 44, Section 21B of the General Laws.

Further Ordered: That the City is authorized to accept and expend any grants, gifts, rebates or any other contributions from any source whatsoever that may be available to finance costs of the project described in this Order, the amount authorized to be borrowed by this Order shall be reduced to the extent of any such grants or gifts received by the City on account of the project authorized by this Order.

Further Ordered: That the City Treasurer is authorized to file an application with The Commonwealth of Massachusetts’ Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any and all bonds or notes of the City authorized by this vote, and to provide such information and execute such documents as the Municipal Finance Oversight Board of The Commonwealth of Massachusetts may require.

May 20, 2010

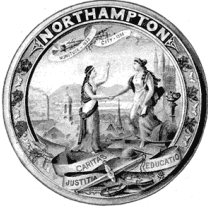
Upon recommendation of the Mayor

that \$110,375 is appropriated for the purpose of paying costs of making energy conservation and alternative energy improvements to the Jackson Street School, and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount and issue bonds or notes therefor under Chapter 44, Section 7(3B) of the General Laws, or pursuant to any other enabling authority.

Further Ordered: Any bonds or notes authorized by this Order may be issued in the form of Clean Renewable Energy Bonds (“CREBs”) under Section 54 of the Internal Revenue Code of 1986, as amended, or in any other manner as the City Treasurer and the Mayor shall determine to be in the best interests of the City, and are hereby designated as tax credit bonds within the meaning of Chapter 44, Section 21B of the General Laws.

Further Ordered: That the City is authorized to accept and expend any grants, gifts, rebates or any other contributions from any source whatsoever that may be available to finance costs of the project described in this Order, the amount authorized to be borrowed by this Order shall be reduced to the extent of any such grants or gifts received by the City on account of the project authorized by this Order.

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NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

April 15, 2010

DPW Administration Building, 125 Locust St.

Meeting called to order at 4:00 PM by Chair Catherine Ratte

- Roll Call: PRESENT: Catherine Ratte, Pamela Schwartz, Louis Hasbrouck, David Pomerantz, David Narkewicz, Chris Mason, John Kelly, Denzel Hankinson, Wayne Feiden; members of the public: Malena Maiz
- Catherine Ratte, meeting facilitator; Denzel Hankinson, scribe
- Public Comment Period: none
- Motion to Approve Minutes of 3.11.10 meetings made by Louis Hasbrouck, seconded by Pamela Schwartz. Approved unanimously.

Old Business

- Review of investment grade audit (IGA) and City Council presentation on performance contract
- Actions Toward Becoming a Green Community
 - Last-minute preparation for Public Hearing on the Stretch Code
 - The vote on the stretch code passed 6-2 with 1 abstention
 - Most questions were about whether and how the Stretch Code affected renovations
 - Louis Hasbrouck said he would attend the City Council meeting this evening.
 - The Commission also noted that the policy on fuel efficient vehicles passed, and that the 2nd reading was tonight.
 - Report and planning to complete 20% in five years Energy Reduction Plan
 - Chris Mason has passed the Plan to the planning board; an intern will format the document
 - The city has baseline data on everything except for vehicles and fuels. The city has more than 200 vehicles, many are eligible, but it isn't possible to get a breakdown by vehicle
 - There does not appear to be any problem getting the City to a reduction of 20%. The reduction from the ESCO alone will achieve a 20% reduction.
 - Improvements from as far back as 2 years are also eligible for inclusion. This will boost the reduction the City can achieve

Voting Members: Jonathan Black • Wayne Feiden • Denzel Hankinson • Ned Huntley • John Kelly • David J. Narkewicz • Anthony Patillo • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

April 15, 2010

DPW Administration Building, 125 Locust St.

- The City expects to be able to write the proposal in May. Chris Mason has asked the State for pre-review and will be talking to them about this next week.
- Chris Mason that this Plan would be a good step toward developing the City's Climate Action Plan.
- Green Communities Grant proposal idea(s) – report & discussion.
 - The following ideas were discussed:
 - Buying down the ESCO performance contract
 - Solar panels for the Senior Center
 - Photovoltaic array at Smith Vocational, with the possibility of using revenues from electricity sales to create a PACE (Property Assessed Clean Energy Financing) or other, similar energy efficiency program to help residences and businesses
 - An information clearinghouse for new homeowners who want to improve energy efficiency in their homes
 - A model project to switch the city to fuel efficient fleet
 - LEDs for street lights
 - Solar array for the landfill
 - Blower door and infrared camera for Smith Vocational School to train them to be HERS (Home Energy Rating Systems Program) raters
 - Better systems for tracking fuel use by vehicle instead of department
 - Chris Mason noted that, if more time for preparation is needed, funding will also be available next year.
 - The application for designation as a Green Community must be submitted by May 13th. The grant application is due the following week.

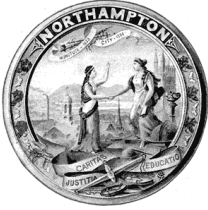
New Business

- Malena Maiz has prepared a draft Climate Action Plan
 - The Commission will review the draft and provide comments
 - The Commission discussed how to develop the Plan further

Voting Members: Jonathan Black • Wayne Feiden • Denzel Hankinson • Ned Huntley • John Kelly • David J. Narkewicz • Anthony Patillo • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

March 11, 2010

DPW Administration Building, 125 Locust St.

Meeting called to order at 4:05 PM by Chair Catherine Ratte

- Roll Call: PRESENT: Catherine Ratte, Louis Hasbrouk, Edward Huntley, David Narkewicz, John Kelly, Denzel Hankinson, Pamela Schwartz, Scott Silver
- Catherine Ratte, meeting facilitator - David Narkewicz, scribe
- Public Comment Period: none
- Motion to Approve Minutes of 2.25.10 meetings made by Louis Hasbrouk, seconded by Denzel Hankinson. Approved unanimously.

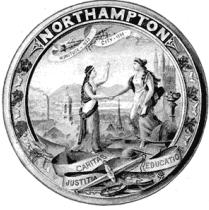
Old Business

- Actions Toward Becoming a Green Community
 - March 16 Stretch Code workshop: Catherine updated the Committee that she had gotten RSVPs for 10 building contractors that were planning to attend. David indicated that he sent the notice to WHMP after hearing a report on Greenfield's stretch code hearing and they were promoting the workshop during their news breaks yesterday. Louis indicated that he had heard from some local builders that attended the Greenfield and Springfield hearings to learn more about stretch code.
 - Update on City Council's timeline for consideration of Stretch Code & Fuel Efficient Vehicle Purchasing Policy: David indicated that it was his intention to schedule the public hearing on the stretch code at next Thursday's Council meeting for its April 8, 2010 meeting.
 - 20% in five years Energy Reduction Plan – need to define steps toward completion (See attached template plan)
 - zoning and expedited permitting for renewable energy generation: Wayne updated that by-right permitting is in place, but he is still working with the City Solicitor and state to certify that our process meets the requirement.
 - Green Communities Grant proposal idea(s): Scott reported that he and Chris had been focused on the Performance Contract and had not done much more work on the proposal. He re-capped that they were looking at a est. \$700,000 solar installation program application. Catherine suggested that we request the full \$1,000,000, making up the remaining balance to seed fund PACE program. Ideas for other funding ideas were solicited and Louis mentioned biofuels as a possibility to explore, referencing the

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NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

March 11, 2010

DPW Administration Building, 125 Locust St.

hospital's experience. There was a brief discussion on biomass issues in Greenfield and Russell.

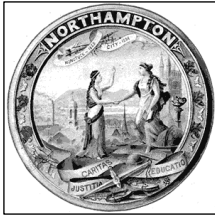
- LEED construction in City Buildings Formal Policy: Ned distributed a memo from HKT Architects, Inc. regarding proposed renovations of the DPW barns and some potential design and cost issues with achieving LEED Silver. A discussion ensued and people Pamela moved approval of the LEED policy resolution, Wayne seconded. The motion passed unanimously.
- NESC meeting times – confirm new times: Ned indicated that the DPW conference room was available for future meetings if needed. Wayne indicated that the Council Chambers is available until 5:30 and later on second Thursday's when the ZBA is not scheduled to meet. The consensus was to keep the Council Chambers as the default location for 4:00 – 5:30 PM with the ability to move the meeting to DPW or even possibly the Smith Voke library if a longer meeting time was anticipated.
- Prioritization of NESC actions in Sustainable Northampton Plan: The Commission reviewed the tasks summary grid. Catherine noted that items 1.1, 1.2, and 1.4 related to the energy service company contract were nearing completion. 1.6 was moved forward today. 1.7 was discussed and John mentioned that Smith Voke. 1.8 and 1.9 will be covered with Stretch Code adoption. 2.1 should be upgraded to high priority and Catherine agreed to try and get that completed by the end of the year. 2.2 (ICLEI) was discussed and Wayne noted that the last time this was worked on the data was not very useful – Denzel will pursue an intern to work on this. 2.3 and 2.4 status would remain the same, with David agreeing to take over Jim Dostal's lead role on the latter. 2.5 was recommended for elimination. 2.6 is done. 2.7 to be changed from “develop a monitoring program” to “develop a program to recognize” with Louis, Wayne and Denzel taking lead. It should also be considered for merger with 1.5. 2.8 remains the same. 2.9 is the PACE program and should have status changed to “underway” with Chris as lead. 2.10 and 3.1 are redundant and should be eliminated. It was also recommended that Goal EEC-1 and EEC-2 be merged and Scott will work with Chris to modify the goal language accordingly. It was agreed that we should update the entire task sheet and plan to do a more public update of the Commission's progress in three months – possibly in concert with Green Communities designation in June. We will also plan for a two year anniversary presentation to City Council in the fall.
- Wayne moved to adjourn at 5:45 PM. John seconded. The motion passed unanimously.

Respectfully Submitted by David Narkewicz.

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Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

February 25, 2010
City Council Chambers,

Staff Contact: Chris Mason, Energy and Sustainability Officer, (413) 587-1055,
cmason@northamptonma.gov

Present: Louis Hasbrouck
Ned Huntley
Chris Mason
David J. Narkewicz
David Pormerantz
Catherine Ratte
Pamela C. Schwartz
Scott Silver

1. Call to Order

Catherine Ratte called the meeting to order at 4:10 p.m. with Scott Silver as facilitator and Chris Mason as scribe.

2. Approval of Minutes

MOTION: Pamela Schwartz moved and Ned Huntley seconded the motion to approve the minutes of the January 28, 2010 meeting. Motion was approved unanimously.

3. Orientation Package – any questions?

There were no questions. Commissioners mentioned that the package was helpful.

4. Actions Toward Becoming a Green Community

- *Stretch Code workshop and flyer - discussion*

The commission discussed the goals of the information meeting and confirmed it was to impart information and, to the extent possible, have presenters address/acknowledge concerns raised by the audience as opposed to presenters expressing opinions.

The commission discussed likely presenters for the March 16 information session and decided not to include Sean Jeffords, noting that, although he has a wealth of experience working with HERS raters, his business does not focus on new construction.

Louis Hasbrouck expressed a desire to have both a local banker and someone local who is familiar with how the stretch code will effect commercial construction present at the workshop. Louis continues to look for an architect or builder who has recently worked in Northampton to fulfill this role.

The commission expressed general approval of the flyer advertising the Stretch Code workshop with minor edits and suggested the addition of a link to the DOER's web site on the stretch code.

Voting Members: Jonathan Black • Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley
• John Kelly • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C.
Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:

David Narkewicz encouraged Chris Mason to develop a stretch code information page on the City's website.

- *Report on City Council's timeline for consideration of Stretch Code & Fuel Efficient Vehicle Purchasing Policy*

As the April 1 City Council meeting has been moved to April 8, the City Council is looking at a public hearing on or near that date. It has not been decided yet if the meeting will be held at a regularly scheduled City Council meeting or at a special session.

David Narkewicz suggested that the NESC approve a report, to be written by Chris Mason, outlining the informational stretch code workshop and present this report at the public hearing. This report could include an announcement of the availability of a video (by NCTV) of the information session.

5. Presentation by Andy Crystal of O'Connell Development

Louis Hasbrouck invited Andrew Crystal, as a developer of commercial buildings in Northampton, to present to the commission his thoughts on the stretch code. Mr. Crystal is a developer of the new Kollmorgen Electro-Optical Corp. building on Village Hill. The following were presented by Mr. Crystal. He:

- presented the Commission with a FAQ sheet on the Stretch Code put out by NAIOP (Commercial Real Estate Development Association) that was presented to the BBRS during their public hearings on the stretch code in April 2009
- asked the commission to consider how increased regulation will impact development of commercial buildings
- expressed his estimation that the new Kollmorgen building will probably meet the 20% energy reduction called for in the stretch code
- stated that there is a high value in commissioning commercial buildings, "it is worth it"
- When asked if he felt adoption of the stretch code would keep new commercial construction away from Northampton, he said he couldn't say, stating that investors look at many things when considering a site and that the building code is only one.
- Louis and Andy discussed the typical size of commercial construction in Northampton and pointed out that, although there are certainly developments of more than 100,000 sq.-ft., most new construction is under 100,000 sq.-ft.
- Andy thinks it may be hard for hotels to meet stretch code standards
- He compares the stretch code to meeting the lowest level of LEED certification
- He declined an invitation to present at the March 16 information session but suggested John Kuhn, architect as a possible presenter

Peggy MacLeod, sitting in the audience, stated that Dan Hellyer, one of the presenters for the March 16 information session, has been to commercial training sessions on the stretch code.

Voting Members:	Jonathan Black • Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley • John Kelly • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C. Schwartz • Scott Silver
Ex-officio, non voting:	Chris Mason
Associate Members:	

4. Actions Toward Becoming a Green Community – cont.

o *Green Communities Grant proposal idea(s) – report & discussion*

Chris Mason and Scott Silver presented on a proposal idea that Northampton would submit for Green Community Grant funds if Northampton becomes a Green Community. In short, the City would ask for funds to complete two PV systems at SVAHS and Jackson Street School (for a total of about 110 kW) and then use the sale of SRECs from these two systems to fund ten years of energy efficiency and renewable energy programs in residential and commercial buildings. The sale of SRECs would provide up to twice as much in program funding over ten years than the original grant would and, if legislation enabling PACE financing becomes State law, could leverage far more in private financing to be directed to fund clean energy improvements in privately-owned buildings.

To move this proposal forward the City Council will need to pass a loan order for \$313,925 in CREBs contingent on receipt of G.C. grant and may need to take action to guarantee that the sale of SRECs from the two PV systems will be used solely to fund City-run energy efficiency and renewable energy projects for residential and commercial buildings. The City has been advised that, due to the relatively small size of the CREBs authorization, there may be a transaction fee or non-zero interest rate attached to the CREBs.

Central Services will use the \$36,000 Clean Energy Choice funds already in hand to procure system designs for the two PV systems.

MOTION: Catherine Ratte moved and Pam Schwartz seconded a motion that the sense of the commission is to move forward with this proposal idea. Motion was approved unanimously.

o *20% in five years Energy Reduction Plan – need to define steps toward completion*

Catherine will talk with Wayne and Carolyn in OPD about OPD taking the lead in developing the energy reduction plan.

6. Meeting Times

Commissioners stated a desire to meet for two hours a month rather than 1 ½ hours and to move the meeting times to the 2nd Thursday of every month from 4:00 pm to 6:00 pm.

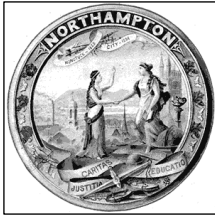
Chris Mason will send out an email to confirm that this change will work for all commissioners.

*Respectfully submitted,
Chris Mason
Energy and Sustainability Officer
3/3/10*

Voting Members: Jonathan Black • Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley
• John Kelly • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C.
Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:



NORTHAMPTON ENERGY AND SUSTAINABILITY COMMISSION

APPROVED MINUTES

January 28, 2010
City Council Chambers,

Staff Contact: Chris Mason, Energy and Sustainability Officer, (413) 587-1055,
cmason@northamptonma.gov

Present: Jonathan Black
Wayne Feiden
Louis Hasbrouck
Ned Huntley
Chris Mason

David J. Narkewicz
Catherine Ratte
Pamela C. Schwartz
Scott Silver

6. Call to Order

Catherine Ratte called the meeting to order at 4:05 p.m. with Catherine as facilitator and Chris Mason as scribe.

7. Introductions

David Narkewicz, Pamela Schwartz, and Louis Hasbrouk were introduced to the current commission members.

Louis informed the commission that he will be attending commission meetings as the official designee for the Office of the Building Commissioner.

Scott Silver recommended that the commission put together an orientation package for new commissioners. Chris Mason said he would compile what he felt was key information and include the task list assigned to NESC in the Sustainable Northampton Plan.

8. Approval of Minutes

MOTION: Scott Silver moved and Ned Huntley seconded the motion to approve the minutes of the October 22, 2009, November 19, 2009, and December 17, 2009 meetings. Motion was approved unanimously.

9. Review/approve/recommend Green Communities Action Plan

Catherine briefly went over the requirements of being designated as a Green Community, which would enable Northampton to apply for Green Community grants from a pool of up to \$10 million annually, and where Northampton stands in meeting each of the five requirements. Catherine reported her understanding that the grants will be for a maximum of \$500,000 each, that they expect to award 10-12 grants total, and that the total available funding may be reduced from \$10 million to \$7 million. She also described the following timeline:

- May 14 is the deadline to submit an application for Green Community designation to be eligible to apply for a grant this year.
- March 19 is the opening date that the DOER will receive grant applications

Voting Members: Jonathan Black • Wayne Feiden • Denzel Hankinson • Louis Hasbrouck • Ned Huntley
• John Kelly • David J. Narkewicz • David Pomerantz • Catherine Ratte • Pamela C.
Schwartz • Scott Silver

Ex-officio, non voting: Chris Mason

Associate Members:

- May 28 is the deadline for grant applications
- The DOER will announce grant recipients on June 28, 2010.

A discussion of the actions needed resulted in the following steps.

- Wayne Feiden and Carolyn Misch at OPD have said they will provide the documentation needed to satisfy criteria 1 and 2 for renewable and alternative energy manufacturing and R&D. The commission did not discuss the potential to satisfy the option to meet criteria 1 and 2 for renewable and alternative energy generation.
- City staff, primarily Central Services and the Energy and Sustainability Officer, are compiling the needed baseline data needed for criteria 3. It was noted that the DOER has provided a sample or template energy reduction plan. The commission did not discuss development of the plan.
- Catherine said she anticipates receiving from Newton and Brainard their adopted policies to purchase only fuel efficient vehicles for Northampton to use as a model.
- Catherine Ratte will provide David Narkewicz and Pam Schwartz with a digital copy of the stretch code and the model fuel efficient vehicle purchasing policies. David and Pam will coordinate to put a resolution to adopt the stretch code and a resolution to adopt a City fuel efficient vehicle purchasing policy on the Feb. 4, 2010 City Council agenda. They will also aim to have a public hearing on the stretch code in early April.
- Catherine Ratte, Louis Hasbrouk, and Chris Mason will organize a panel for an information workshop on the stretch code to be held at 7:00 pm, March 11, 2010. Venue to be determined. Suggested panelists include:
 - someone from the BBRS
 - Dan Hellyer, Building Commissioner from East Longmeadow
 - someone to speak to building commercial buildings under the stretch code
- Scott Silver and Chris Mason will form a working subcommittee to develop proposal ideas and, ultimately, develop a Green Communities proposal. One idea mentioned was to seed an energy revolving loan fund to financing energy efficiency retrofits in private residences and businesses, however, this would hinge on the State passing enabling legislation for Cities and Towns to implement property assessed clean energy (PACE) financing programs. Chris reported that such enabling legislation has been introduced and working its way through the legislative process in Boston.

10. PACE financing as incentive program, letters of support for enabling state legislation

Chris Mason reported that Mayor Higgins has sent out letters of support for house bill 4393, which would give cities and towns the clear authority to develop and run PACE financing programs.

MOTION: Wayne Feiden moved and Pam Schwartz seconded a motion to empower Chris Mason to draft a letter of support for house bill 4393 on behalf of the commission. Chris will accept

suggested changes by individual commissioners but, in the event of a conflict in suggested changes, the resolution of the conflict will be made at the next NESC meeting. Motion was approved unanimously.

11. LEED construction in City Buildings, Formal Policy

Chris Mason presented the following two versions of a policy statement on LEED construction of City buildings for consideration.

Version 1:

The Northampton Energy and Sustainability Commission recommends to the Mayor of Northampton that the City adopt a standard that all new significant City buildings or major building renovations meet LEED™ certification standards—particularly in the LEED categories of Energy and Atmosphere and Sustainable Sites and particularly pertaining to energy efficiency, renewable energy, and sustainable transportation strategies—to the extent practicable and that ideally these buildings be LEED-certified.

Version 2:

The Northampton Energy and Sustainability Commission recommends to the Mayor of Northampton that the City adopt a standard that all new significant City buildings or major building renovations meet LEED™ certification standards—particularly in the LEED categories of Energy and Atmosphere and Sustainable Sites and particularly pertaining to energy efficiency, renewable energy, and sustainable transportation strategies—and that ideally these buildings be LEED-certified.

The commission discussed alternative language and presentation of the main points. Wayne Feiden will work suggested changes into the draft language and bring it back to the commission for consideration at the next meeting.

*Respectfully submitted,
Chris Mason
Energy and Sustainability Officer
1/29/10*