

**TOWN OF NORFOLK  
ENERGY COMMITTEE  
One Liberty Lane  
Norfolk, MA 02056**

**Meeting Minutes**

**Date of Meeting: Wednesday December 13, 2017 Town Hall Meeting Room**

**Energy Committee Members Attending**

Chairman:	Andy Bakinowski
Vice Chairman:	Lawrence Sullivan
Clerk:	James L. Wilkinson
Member:	Emory Schweigoffer

**Not Present**

Selectperson Representative	Scott Bugby
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The meeting was called to order at 7:00 p.m.

**New Business**

The meeting began with general discussion about the Town Meeting and the arguments made for and against the Adoption of the Massachusetts Stretch Energy Code.

The discussion then turned to discussion of and assignments of the tasks that need to be completed in order to apply for Norfolk to obtain Massachusetts Green Community status.

Mr. Sullivan stated that we could avail the Committee of the opportunity to meet with personnel at Massachusetts Department of Energy Resources to discuss the application process. He stated that the preliminary applications could be submitted from August 3- October 1, 2018 for preliminary consultation. The deadline for submitting the final application is October 30, 2018

Mr. Wilkinson advised that he had downloaded a number of applications submitted by other towns that were successful in achieving Green Community status, and suggested that we speak with the Committee's counterparts in Franklin and Plainville to compare notes about the application process.

Mr. Bakinowski stated that all four of the other criteria, other than adoption of the stretch code, had been worked on in the past but needed to be updated. He suggested that Ray Angelone should be contacted as he may have information regarding satisfying Criteria 3 involving the inventory of municipal buildings and facilities and the Energy Reduction Plan. It was thought

that Mr. Angelone had a spread sheet with five years of data.

Mr. Bakinowski advised that the minutes of prior meetings may not have been kept and may not be a part of the Town Records.

Mr. Bakinowski stated that zoning for solar does exist to satisfy Criteria 1.

Mr. Sullivan stated that Carol Green had provided him with copies of information in Regard to Criteria 1. He noted there was a need to identify all of the plots available for as of right siting for renewable or alternative energy generating facilities, etc.

Mr. Bakinowski suggested that Rob Garrity and Chris Weider might be very helpful resources concerning the Zoning issues.

Mr. Sullivan stated that he would lead the effort to insure compliance with Criteria 1.

Mr. Bakinowski stated that he would take up the tasks involved in satisfying Criteria 3 and will ask for assistance of other Committee members as needed.

Mr. Sullivan brought up the clear need to expand the membership of the Energy Committee. It was discussed that each current Committee member would make an effort to identify other potential members

Mr. Sullivan advised that the companion to the Zoning requirements in Criteria 1 is the expedited permitting requirement of Criteria 2

Mr. Bakinowski indicated that the Town had already satisfied Criteria 2.

Mr. Wilkinson stated he would lead the effort to demonstrate compliance with Criteria 4.

Mr. Bakinowski stated that the Town already has a plan in place and this can be obtained from Jack Hathaway or Carol Green. He further stated that the Board of Selectman had voted on and approved a plan for vehicle efficiency.

Mr. Wilkinson stated he would look into the minutes of the BOS meetings to obtain this data.

Mr. Schveigoffer suggested that an efficient way to obtain an accounting of the Town's Energy related bills would be to obtain authorization from the Town to obtain all of the old bills. This would first require obtaining the account numbers for all the utility bills.

Mr. Sullivan inquired as to what needed to be done to adequately demonstrate that Norfolk had adopted the Stretch Code. Stretch code

Mr. Wilkinson stated that other applications by other towns that included a certification by the Town Clerk that the vote was had and the Stretch Code was adopted.

Mr. Bakinowski suggested obtaining a copy of the Town Meeting minutes to demonstrate that the Stretch Code was adopted.

Mr. Sullivan suggested that we try to put together an overall schedule for accomplishing the tasks at the next Committee meeting and to think about people that Committee members know that might be interested in helping out the energy committee.

Mr. Bakinowski stated that the BOS have availability on January 23, 2018 and that this might be a good date to go before the BOS to advise them of the plans and to discuss projects. Matt Haffner would be a resource for project plans.

Mr. Bakinowski stated that the Committee should meet with the King Philip Regional Committee perhaps in conjunction with our Plainville counterparts noting that Regional Schools can be included in the plan on a *pro rata* basis

Mr. Sullivan discussed the issue of developing a written charge or mission statement for the Energy Committee and submitting it to the BOS for approval.

Mr. Wilkinson stated he would develop a draft charge/mission statement and submit it prior to the next meeting.

Next Meeting scheduled for January 3.

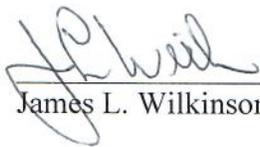
### **Next Meetings & Schedule**

The next Committee meeting will be on January 3, 2017 at 7:00 pm.

### **Adjournment**

The meeting adjourned at 8:10 pm.

Respectfully submitted,



James L. Wilkinson, Clerk