

DALE STREET ELEMENTARY SCHOOL – MEDFIELD, MA	MEETING MINUTES
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DALE STREET SUSTAINABILITY SUB-COMMITTEE		March 04, 2021
Location:		ONLINE – ZOOM CONFERENCE CALL
Time:		4:30 PM

Attendees:

Name	Association	Present
Alec Stevens	Medfield Energy Committee	Y
Megan Sullivan	Community Member	Y
Tom Erb	SBC member/PBC	Y
Walter Kincaid	SBC member/PBC	Y
Amy Colleran	Director of Facilities – Town of Medfield/Medfield Energy Committee	Y
<i>Jason Uzzell</i>	Parent Representative	Y
Michael Quinlan	Chair, Medfield School Building Committee/PBC	N
Fred Davis	Chair, Medfield Energy Committee	Y
Lynn Stapleton	LeftField Project Management	Y
Gina Gomes-Cruz	LeftField Project Management	Y
Tim Baker	LeftField Project Management	Y
Adam Keane	LeftField Project Management	N
Laurence Spang	Arrowstreet Architect	Y
Tina T. Soo Hoo	Arrowstreet Architect	Y
Emily Grandstaff-Rice	Arrowstreet Architect	N
Kate Bubriski	Arrowstreet Architect	Y

Bold/Italics = Sustainability Sub-Committee Members

Tom Erb called the meeting to order at 4:38 PM. A quorum was in attendance.

It was also stated that the virtual meeting was being recorded and was in accordance with the Governor's Executive Order issued on March 12, 2020 which suspends certain provisions of the Open Meeting Law.

I. Administrative Action

1. Megan Sullivan reviewed and discussed her corrections to the 02/11/21 meeting minute draft.
Megan Sullivan entertained a motion to approve the draft 02/11/21 Dale Street School Sustainability Sub-Committee meeting minutes.

Motion: Alec Stevens moved, seconded by Tom Erb to approve the draft 02/11/21 Dale Street School Sustainability Sub-Committee meeting minutes.

The Dale Street School Sustainability Sub-Committee voted to approve the 02/11/21 Dale Street School Sustainability Sub-Committee meeting minutes:

Tom Erb – In favor

Alec Stevens – In favor

Walt Kincaid – In favor

Amy Colleran – In favor

Megan Sullivan – in favor

2. Megan Sullivan tabled approval of 02/24/21 meeting minute draft until the next meeting.

II. Energy Community Forum

1. Megan Sullivan briefly summarized last week's public forum and stated that she received positive feedback from one the board of selectman who found the information presented in the forum insightful. Consensus among the sub-committee members and the members of the project team on the forum were positive.

III. Energy Modeling

1. Arrowstreet is awaiting the final portion of Thornton Tomasetti's (TT) review, which deals with recommendation of enclosure for the building. Arrowstreet expects to receive the final report from TT by the end of the week/beginning of next week.
2. Arrowstreet stated they were in the final stages of completing the "Sandeen" life cycle analysis, which is a much more in-depth review, then the report issued by GGD and shared at the 2/24 Sustainability Sub-Committee meeting. Arrowstreet received updated pricing from PM&C, their cost estimator over the weekend regarding design options presented by GGD. Arrowstreet will be incorporating the updated costs into the Sandeen analysis.
 - a. Megan Sullivan inquired if the Sandeen Analysis includes the potential impact of a solar array being incorporated into the project. Arrowstreet confirmed that they are, but that the data is not based of a specific design. Arrowstreet confirmed that they received data from Alec Stevens from the solar array at the water treatment facility, which be helpful in completing the analysis. Arrowstreet will run the analysis with the different solar design scenarios including the cost implications of the Town procuring their own solar panels or if the Town proceeds with a PPA agreement. Fred Davis commented that the Medfield Energy Committee is currently evaluating options for a solar array to be added at the DPW. He commented that the Energy Committee's data shows a hybrid approach, which is town ownership with a private funding source that can take advantage of tax credits not available to Towns, was the best option in relationship to cost incurred by the Town. Arrowstreet anticipates that they will have data to review by the next meeting on 3/18.
 - b. The Sub-Committee reviewed the data assumptions to be utilized in the Sandeen analysis. Please see data assumption in attachment #1. Walt Kincaid inquired about the origin of the numbers presented as potential interest rates for the project. Megan Sullivan will reach out to the warrant committee and town administration to see if the numbers utilized are accurate with the bonding market.
 - c. Megan Sullivan inquired if the analysis with deal with peak demand numbers. Arrowstreet confirmed that the Sandeen analysis will incorporate peak demand numbers. Megan Sullivan proposed that a couple of individuals from the sub-committee schedule a couple of "working group" meetings before the 3/18 meeting to preform in-depth review of the Sandeen analysis.

IV. Geo-thermal test well & Solar permitting

1. Megan Sullivan reported that neither Solar Design Associates nor Select Energy would create in detailed analysis unless the project decides to procure the companies' services. Megan did note that both companies had been helpful discussing broad and more high-level ideas. Arrowstreet stated that TT could perform a solar array analysis, but Arrowstreet was not planning on engaging their services until the project votes to move forward

with solar energy.

V. Joint SBC/ Board of Selectmen Meeting

1. The Committee discussed the format of the presentation for the SBC and Board of Selectmen. Leftfield stated that the 3/24 meeting will function as a "first read" and that the 4/6 meeting will be a follow-up where the Project team can address any questions/comments/concerns from the SBC and the BoS raised at the initial meeting. The presentation will discuss financial impacts and social impacts from the four options that GGD specified. It will compare Options #3 and #4 to the baseline in terms of the forementioned impacts. The presentation will not compare Option #2 to the baseline since the designs are very similar in capital and energy costs.

VI. LEED Workshop

1. The LEED workshop is scheduled for 3/11 at 9am. The LEED workshop is a requirement for all projects utilizing LEED. It will introduce the program and all the incentives associated with the program. It will allow the client and project team to begin to establish their LEED goals and to determine their strategy to obtain the goals.

VII. Adjournment

1. The following motion to adjourn and vote were made:

MOTION: Alec Stevens moved, seconded by Amy Colleran, that the Dale Street School Sustainability Sub-Committee vote to adjourn the meeting at 5:48 PM.

Discussion: None

VOTE: The Dale Street School Building Committee voted unanimously to adjourn the meeting at 5:04 PM.

Roll call was taken:

Tom Erb – In favor

Alec Stevens – In favor

Walt Kincaid – In favor

Amy Colleran – In favor

Megan Sullivan – in favor

Next Meeting: March 18, 2021 at 5:41 PM

VI. Meeting Materials

The following materials were presented:

- Attachment #1: Sandeen Assumptions to Discuss; presented by Megan Sullivan
- Sandeen Analysis