

# WESTFORD ENERGY COMMITTEE MINUTES

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*Date | time* 4/6/2017 6:40 PM | *Meeting called to order by* Sara Davico

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## Members In Attendance

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Steve Knight, Steve Casey, Greg Baker, Sara DeVico Zack Tyler, John Doty

## Members Not In Attendance

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Michelle DaVia

## Guests In Attendance

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None

## Approval of Minutes

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Sara DeVico noted One addendum to the March 30<sup>th</sup> meeting minutes: it was the “Energy Planning Standards checklist” we were going to review at the next meeting on April 6. She would also like to add a quick discussion of the maps to our agenda. There is the potential for having an intern from Middlebury College...details are forthcoming.

## Westford Planning Commission

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Draft plan of action by the Westford Energy Committee to the Westford Planning Commission is due May 15<sup>th</sup>.

## Regional Planning Commission

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Draft plan of action by the Westford Energy Committee to the Regional Planning Commission is due May 31<sup>th</sup>.

## VT Public Service Board

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Draft plan of action by the Regional Planning Commission to the Public Service Board is due May 31<sup>th</sup>.

## Meeting Dates – Location is at the Westford Town Office – Time is 6:30 – 8pm

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1<sup>st</sup> Meeting – March 30, 2017

2<sup>nd</sup> Meeting – April 6, 2017

3<sup>rd</sup> Meeting – April 20, 2017

4<sup>th</sup> Meeting May 4th, 2017

5<sup>th</sup> Meeting May 18

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## Agenda Items for this Meeting

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- Review the Energy Planning Standards checklist
  - Part 1-all agreed applicant info can be filled out
  - Part 2
    - **Plan Adoption Requirement**-requires the Westford Energy section of the Town plan to be in alignment with 24 V.S.A 4350.
    - **Energy Element Requirement**-requires the Westford Energy section of the Town plan to be in alignment with 24 V.S.A 4348a(a)(3).
    - **Consistency with State Goals and Policies Requirement**-requires compliance with:
      - Greenhouse Gas Reductions 10 VSA 578(a)
      - 25% In State Renewables by 2025 10 VSA 580
      - Building Efficiency 10 VSA 581
      - State Energy Policy 30 VSA 202a, 202b
      - Distributed Renewables 30 VSA 8004 and 8005
    - **Analysis and Targets Standards**- requires us to either align with the RPC target standards, or create our own. Everyone in attendance agreed going it alone is far too technical for this committee to take on. We will be reaching out to our RPC coordinator to attend one of our upcoming meetings to align with them.
    - **Pathways (Implementation Actions) Standards**-DPS has not yet issued these. We will be reaching out to our RPC coordinator to attend one of our upcoming meetings to align with them. We believe an update to the Town's Energy section 7 of the Town Plan will meet these requirements.
    - **Mapping Standards**-required to meet 30 VSA 248. The Regional Planning Commission has already drafted the maps for us. They are: "Potential Wind Energy Resource Areas", "Potential Solar Energy Resource Areas", "Possible Constraints", and "Known Constraints". We will be reaching out to our RPC coordinator to attend one of our upcoming meetings to align with them.
- Update the current Westford Energy Plan-this is section 7 of the Westford Town Plan. This is a fair amount of work to align with the above requirements. Section 7.2.1 Public Building section identifies fuel sources only. It does not address renewable potential. Section 7.2.2 Other Public Buildings section identifies fuel sources only. It does not address renewable potential. Section 7.2.3 Privately Owned Buildings section describes the Energy Committee efforts to promote energy efficiency through permitting and public outreach, but does not specifically address renewable potential. Section 7.2.4 Renewable Energy touches on the known constraints to date, and requires an update. Section 7.2.5 Land Use does not address renewable potential. Section 7.2.6 Transportation defers to section 6 of the Town Plan and requires updating to comply. Section 7.3 Energy Goals and Objectives does address municipal energy awareness, municipal energy reduction, and public and private renewable energy generation, but it requires additional detail, resource references, current market offerings, etc. We will need input from our RPC coordinator on what it will take to update this plan to be in compliance.
- What's the Regional Planning Commission's role again? RPC is responsible to divide up renewable energy targets by town, by county and submit their recommendations to the Public Service Board. The PSB's goal is to have these plans submitted that are in alignment in partnership with individual towns. It is in our best interest to collaborate and align with the RPC.
- What are we doing? The Energy Committee is to evaluate the draft RPC report and evaluate its accuracy for energy reduction and generation potential as well as project site suitability.
- Zack Tyler motioned for Sara DaVico to be our liaison with the RPC, Greg Baker seconded.

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## Agenda Items for next Meeting

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- Sara DeVico to talk to the RPC specifically around time lines for deliverables. The solar map suitability, known and possible constraints maps, 3 phase power constraints, unrealistic wind energy resource areas
- Develop the Westford Town energy plan to include specific alignment to the “Energy Planning Standards for Municipal Plans”.
- Steve Knight to review the Westford Energy Plan-this is section 7 from the Westford Town Plan.
- Greg Baker to obtain an editable version of the energy planning standards for municipal plans.
- Zack Tyler to map the town survey to the energy planning standards for municipal plans.
- John Doty to research current PV systems permitted for Westford, raw renewable database, and map data sources so that we can better align with the RPC’s initial assessment.
- Steve Casey to review and comments on the transportation section of the Energy Planning Standards.

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## Announcements

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Energy Building Codes Presentation at CCRPC offices May 10<sup>th</sup>-tentatively at 4pm

Energy Planning Training Presentation at CCRPC office May 11<sup>th</sup>-6pm to 8pm

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## Next Meeting

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4/20/2017 6:30 PM, Westford Town Office

Motion to adjourn for this meeting was made at 8pm and was agreed to unanimously.

8:00 adjourn