

## **SOLAR ROOF STUDY COMMITTEE**

**June 19, 2013**

### **MINUTES**

*Present: Betsy DeWitt, George Cha, Tommy Vitolo, Carla Benka, Sergio Modigliani, David Pollak, Jon Cody Haines*

*Staff: Melissa Goff, Lara Curtis Hayes, Dan Bennett*

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The minutes of May 22, 2013 were approved as amended.

The meeting began with a review of the comments on the solar ready checklist. Tommy Vitolo asked if the solar thermal question should be addressed with the list, or if there should just be a listing of buildings where it should be considered. Sergio Modigliani asked what the value of the distinction would be. George Cha said that he wants to see this list developed into standard language of the town. He could see two documents developing for each scenario; one for new construction, and one for major renovation. Betsy DeWitt asked the committee how they see the checklist fitting into the existing process. David Pollak said the Guidelines/Checklist is good, useful, and easy to recommend/adopt. He doesn't think it fully addresses the committee's charge. The checklist needs to be introduced and set in context by an overarching document reported out of the committee that recommends where, when and how the checklist should be used. In addition, the Committee should discuss whether they want to recommend any prospective building assessments (we have discussed this already), and whether they want to concur/reassert a standard of return/viability related to life cycle costing or whatever, make an affirmative statement relating to energy leadership, etc. He sees this as part of the architect's charge where the checklist could be used for general guidance.

The committee discussed if this was a policy issue for the Board of Selectmen or the Building Commission. Carla Benka asked why this shouldn't be something that needs to be incorporated into the CIP process. Sergio responded that if the checklist flags a study that is needed or implementation then it would need to be incorporated into the CIP. David said that he would like to see the Board of Selectmen review and recommend the checklist before the Building Commission adopts it. Betsy said that she sees the checklist as similar to the way decisions on HVACs are made. David said that he thinks additional language is needed to address historic districts. Jon Cody Haines asked if it made sense for the entire checklist to be completed. Tommy responded that he thought it would be better if there were hard stops in the checklist.

David said that the summary needed before the checklist will be difficult to describe. Sergio said that the comments will give directive to the architect. He sees two documents coming out of this committee. The checklist will be the conceptual feasibility component, and then the policy. David was concerned about low cost measures getting dismissed as not relevant during the course of a project. The checklist will help evaluate and plan for solar, and the money for concept will inform Town Meeting about the future cost of a project. Sergio's comments were geared toward a finished product that the architects could use. The committee asked him to review the other member comments and provide a draft document that the committee could provide to both the Selectmen and

Building Commission for consideration. David will work on the policy document in the form of a memo which will introduce the checklist. PV and solar thermal will be broken out and there will be three categories: new construction, major renovation and retrofit on existing building. The committee will need to meet to finalize both documents. The next meeting was scheduled for July 17<sup>th</sup> at 5PM.

The meeting adjourned at 6:10 PM.