

DRAFT - Meeting Minutes

3/17/16

6:15 pm

120 Washington Street, 3rd Floor

Attendees: John Hayes, Jeff Cohen, Cindy Keegan, Jeff Elie

Absent: Craig Thomas, Jeff BarzSnell, Rick Nye

Public in Attendance: Matt Rusteika (Recently moved to Salem, works for DOER- interested in joining)

Meeting Minutes approval/review:

- *Approved minutes from 1/21/16: 7:32pm. Approved unanimous with minor revisions from John Hayes (Jeff Cohen, Jeff Cohen, John Hayes)*
- *February was cancelled due to February school vacation.*

Introduction – quick update on projects from Energy Manager

- *LED Streetlights: installations of all 3500 lights -complete.*
- *Solar: Tighe & Bond structural analysis of High School and Bentley School. High school cannot hold solar panels since the roof is already at 95% with snow load, similar on most of the schools. Collins wouldn't work as well since it has already had to reinforce support beams in building for mechanical equipment, and this is the same for Saltonstall School. DPW wouldn't work due to structure. Police, Fire, Witchcraft Heights, and Bentley could work because they were rock-ballasted designed, with roof repairs they can hold panels. Bentley is moving forward, with a roof replacement/solar project that is being funded through Footprint Greenhouse Gas Offset contribution requirement, which needs to be installed and operational before the Power plant goes up online (anticipated end of 2017). Witchcraft Heights is being further evaluated.*

General Discussion

- **New Member Discussion** – The RETF needs several new members so the Committee will brainstorm potential new members.
Kathy Karch just started Gard school- so may no longer be interested.
Tom Gale has expressed interest but is still deciding.
Matt Rusteika (DOER- would like to join the Task Force)
- **Goal setting for 2016** – RETF members hope to brainstorm list of items to accomplish in the year.
Ideas discussed last time included:
 - Info Session (March 15): climate change, solar, wind,
 - Living Green Fair (sponsorships)- Footprint,
 - Endless Mountain – demo, film the installation,
 - Green Building tour
 - List of potential partners
 - Sponsors
 - Salem State April 11-15, Real Earth Day is during school vacation

Discussed this meeting:

- *Bylaws*
- *Review Wind Ordinance*
- *Solar Ordinance*
- *Carlton Wind Turbine – update or take down*
- *Facebook group/ Website*
- *City Councilor Liaison – Beth Gerard (look at scheduling)*

Endless Energy would sponsor thru Salem Main Streets an educational event, maybe Spring/Fall. RETF could participate. Proposed for energy efficiency discussions, etc.

- **Public Engagement** – Discuss the RETF’s ability and opportunity to interact with the public through social media, City website, newsletters, public events, etc. *Facebook, social media, would allow further reach without a huge investment in time. Cindy Keegan will set up new facebook page.*
- **City Council Interaction** – Reach out to Salem City Council to update them on RETF activity and see if any members would like to regularly attend RETF meetings to serve as a liaison to the Council. *Beth Gerard would be a good candidate for this. Jeff Elie will check on her interest and check on scheduling.*

Action Items (new):

- Jeff Elie will consolidate found solar ordinances into a simplistic draft.
- Jeff Elie will check with **Beth Gerard** on her interest and check on scheduling.
- Cindy Keegan will initiate an RETF Facebook.

Action Items (outstanding):

- Jeff Elie to talk with public art planner (Debra Greel) to see if PEM would consider a Renewable Energy exhibit.
- Cindy Keegan to request meeting/call regarding “reset” button for committee (not the same protocols, limits & new name: Sustainability & Resiliency).
- Jeff Elie to provide table of activities to RETF members for draft for website/external communication.
- RETF members to review table of activities and draft website/external communication.
- Jeff Elie to post Youtube link about Bentley school on RETF website.

Action Items (completed):

- John Hayes will review solar ordinances worldwide and report back in March to the group.
- Jeff Elie to post final Sept & Oct meeting minutes, and draft Dec minutes.

Future Meetings

- Next meeting would normally be held on April 21, 2016 at 6pm. However, since that is spring break for schools, the week after is preferred – April 28, 2016 at 6pm.
- Proposed Topics to prepare for:
 - Website
 - Solar ordinance updating

Adjournment: 7:34pm

Know Your Rights Under the Open Meeting Law, M.G.L. c. 39 §23B, and
City Ordinance Sections 2-2028 through 2-2033