



## SUSTAINABLE ENERGY COMMITTEE

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Ellen Korpi, Chair  
Michael D'Ortenzio Jr., Vice Chair  
Scott Bender  
Ellen Gibbs  
Katy Gibson  
Laura Olton  
Patrick Willoughby

### SEC Annual Retreat Minutes

August 11, 2016

Wellesley College Golf Clubhouse, 76 Service Drive, Wellesley

The meeting was called to order at 8:38 am by Michael D'Ortenzio Jr. Present were Ellen Korpi, Scott Bender, Michael D'Ortenzio, Jr., Ellen Gibbs, Katy Gibson, Marybeth Martello, Laura Olton, and Patrick Willoughby. Matthew Hornung joined the meeting as a guest. No one was absent.

**Citizen's Speak** - None.

**Minutes** – Ellen Gibbs made a motion to approve minutes from the SEC's June 16 and July 8 meetings. Laura Olton seconded this motion, and *the Committee VOTED unanimously to approve these minutes.*

**Election of Chair and Vice-Chair** - Ellen Gibbs made a motion to nominate Ellen Korpi as Chair of the SEC for 2016-7. Laura Olton seconded that nomination and *the Committee unanimously VOTED to elect Ellen Korpi as Chair.* Ellen Gibbs nominated Michael D'Ortenzio, Jr. to serve as SEC Vice-Chair for 2016-7. Katy Gibson seconded that motion and *the Committee VOTED unanimously to elect Michael D'Ortenzio, Jr. as Vice-Chair.*

**Delegation of Expenditure Approvals** – Michael D'Ortenzio made a motion to authorize the SEC Chair to approve payment of invoices of up to \$300 if incurred by others, and to authorize the SEC Vice Chair to approve the payment of invoices of up to \$300, if incurred by the Chair. Katy Gibson seconded that motion and *the Committee VOTED unanimously to approve these authorizations.*

**ICLEI Membership Dues** - Michael D'Ortenzio made a motion to approve the payment of \$600 to renew the Town's membership in ICLEI, the organization that provides the platform for our annual carbon footprint estimate. Ellen Korpi seconded that motion and *the Committee VOTED unanimously to approve the payment.*

**Review of Open Meeting Law** – Laura Olton circulated a document entitled "Open Meeting Law Guidelines" and led a discussion of Open Meeting Law as it relates to the SEC. Marybeth Martello will ask Tom Harrington how the Open Meeting Law pertains to SEC Working Groups.

Marybeth will ask Kathy Nagle if SEC members are up-to-date on their Open Meeting Law receipts and online ethics trainings.

**SEC Website and SEC Member Email** – Brian DuPont is getting Marybeth access to the SEC website. Marybeth will update SEC member appointments on the website once she has access. Marybeth will ask Brian:

- If SEC members have access to email through Outlook 365;
- If other small boards in Town Government use the Outlook 365 email program; and
- To make Marybeth the recipient of emails to [sec@wellesleyma.gov](mailto:sec@wellesleyma.gov).

**Discussion about the Role of the SEC** – The SEC will ask the Unified Plan Committee to appoint a sub-committee to explore organizational frameworks that would best support a holistic approach to sustainability within Wellesley Town Government. The consensus of the Committee was that structural changes are necessary.

**ICLEI Report** – Marybeth will work closely with the MLP as they carry out the GHG emissions calculations this year. As a first step, Marybeth will create a spreadsheet of historical inputs to the ICLEI model.

**Building Code Advocacy** – The International Energy Conservation Code (IECC) recently established a new, on-line voting process. Four Wellesley town employees can cast votes. Michael Grant, Joe McDonough, Katy Gibson, and Marybeth Martello will probably be the four Wellesley representatives who will cast votes. The SEC is reaching out to other towns to make them aware of the IECC and changes to its voting process.

**Green Communities** - The SEC is currently exploring three Town properties and three potential college partners as it prepares to address the zoning requirement for the Green Communities (GC) application. The three town properties are: the Morses Pond parking lot area, the Wellesley High School parking lot area, and 900 Worcester. Megan Jop is reaching out to MassBay, Wellesley College, and Babson College to gauge their interest in zoning a site for ground-mounted solar panels. Laura Olton will work with FMD to address building energy use requirements. The SEC needs to obtain the electric bills from three (of five) Eversource customers who are Wellesley residents. The SEC will submit its GC application in October 2017 and will start, now, to explore questions about the use of GC funds.

**WasteWise Wellesley** – The 3R Working is working with the DPW and RDF to identify and develop a large number of initiatives to improve Wellesley’s materials management. The Town is considering registration with the USEPA’s WasteWise program.

**Power to Choose** – MLP is supportive of starting a Power to Choose program. Volunteers are developing an implementation plan.

**Bates School** – The Bates Cafeteria Waste Assessment is complete and Marybeth submitted a proposal to FMD, WPS, and Food Services to implement a “drain and drop” program in the Bates cafeteria this fall, which would significantly reduce the weight of trash going to landfills. A meeting with these departments will take place on August 18.

**Gas Leaks** – NRC drafted a letter on behalf of them, the SEC and the Board of Health, to the Townsmen highlighting the issue of gas leaks. BOS will review this letter and a draft has been shared with the DPW. Marybeth will send the final draft to SEC members for their review.

**SEC Meeting Schedule** – The SEC will meet from 7:45 – 9:15 on the following Thursdays: September 8, October 6, November 10, December 1. At the September 8 meeting, the Committee will discuss Marybeth’s role and a Work Plan for 2016-7

At 12:15 pm, upon a motion made by Ellen Korpi and seconded by Katy Gibson, *the Committee unanimously VOTED to adjourn.*