

# **City of Gloucester Clean Energy Commission**

## **Meeting Minutes March 23, 2010**

### **Attending:**

Sam Cleaves, Chairman  
Michelle Dyer  
Linda Brayton  
Linda Saunders  
Susan St. Pierre

### **Absent:**

Jill Buchanan  
John Moskal  
Tom Balf

### **Action Items**

1. Susan: Get cost estimate and timeline for assessing Magnolia Woods and Bond Hill
2. Susan: Put together RFQ for feasibility study, subject to grant approval
3. Sam: Arrange meeting with Mayor to discuss next steps on Green Communities
4. Michelle and Jill: Begin planning next workshop
5. Susan: Prepare memo to CEC with status update on all green communities criteria for next meeting
6. Sam: Update Councilor Tobey that street lighting report should be complete in late April
7. Sam: Attend meeting of all city boards, commissions, and committees
8. Michelle: Write up and distribute minutes

### **Meeting Notes**

#### **Approval of Minutes from February meeting**

- Moved: Michelle Dyer; Seconded Sam Cleaves; Approved

#### **Public Comment Period**

- There were no public comments

#### **Committee Reports: Grant Committee**

- DOER grant opportunity : Commonwealth Wing Program
  - Micro Wind (n/a)
  - Commercial Wind (n/a)

- Community Wind – free assessments and feasibility studies for sites, offered on rolling basis  
Discussion of ways Gloucester may access this grant yielded the following ideas:
  - Apply to do assessments of 1) Magnolia Woods; 2) Bond Hill
  - Explore moving ahead with assessments of above using city funds if grants take too long or are not awarded
  - Apply for feasibility study for 1) Magnolia Woods; 2) Bond Hill
- Discussion of some other financing mechanisms for wind projects

### **Committee Reports: Outreach and Education Committee**

- Second green communities stretch code workshop went well, attended by 25-30 people
- Next Steps:
  - Discuss next steps with Mayor to ensure we are on the same page about not moving forward toward May 14<sup>th</sup> deadline, go for next deadline
  - Would like to do a third workshop focused on broader community, council members late Spring/early Summer
  - Include results in next semi-annual update to City Council
  - Ask for a vote mid to late Summer

### **Committee Reports: Green Communities Committee**

- Committee expressed gratitude for excellent work done by Susan St. Pierre so far, thanked her for joining as Energy Manager.
- Susan okay to move ahead to advance all criteria other than stretch code

### **City Energy and Operations Committee**

- Report to City Council on street lighting should be completed in late April

### **New Business**

- Linda Brayton - Plan 2001: Plan Implementation Review Committee (PIRC) is being formed to ensure Plan 2001 is being implemented, requests CEC to be represented at during this one year process.
- Linda Brayton - There will be a semi-annual meeting of all city boards, commissions, and committees, hosted by Mayor Kirk and PIRC on Thursday, April 22, 2010. The CEC will be featured at this meeting, and all members should have received the invitations from the Mayor's office earlier this month. All CEC members are invited and encouraged to attend. Tom Balf will present on the CEC on its behalf.