

WESTWOOD ELEMENTARY SCHOOLS BUILDING PROJECT COMMITTEE
Westwood, Massachusetts

SUSTAINABILITY SUBCOMMITTEE MEETING MINUTES

May 1, 2020

Attendance and Call to Order

The meeting, held remotely¹, was called to order 8:05am by Chair Maya Plotkin. Also present on the videoconference were: Ken Aries, Brian Bayer, John Cummings, Nancy Hyde, Lemma Jn-baptiste, and Anthony Mullin. Ex-officio members Julie Gervais and Tom Philbin were also present. Mr. Mullin left the meeting at 9:27am. John Cianciarulo recorded the minutes.

Also present, as participants, were: Tim Bonfatti, Principal; and Chin Lin, Project Manager, both of Compass Project Management, the Owner's Project Manager; Don Walter, Principal; Rob Fitzgerald, Project Manager; and Glen Gollrad, all of Dore and Whittier, the project's architect; and Erik Ruoff of The Green Engineer.

Mrs. Plotkin recognized the live stream of the meeting which was provided for real-time, public access to the activities of the Sustainability Subcommittee. Members of the public were able to view a live stream of the meeting via the Internet at www.westwood.k12.ma.us/live.

Discussion Items

Mrs. Plotkin initiated a discussion on net-zero energy. She asked members to share their feelings on achieving this in the project.

Mr. Philbin shared what he believes to be the three major things worth noting:

1. Tight building envelope
2. Electric ground source heat pump
3. Orientation of building

A technical issue occurred while live streaming to the public. The meeting paused from 8:08am until 8:12am while the issue was rectified. The live stream resumed at 8:12am.

Mr. Philbin's "top three" were used to facilitate discussion with the Subcommittee.

The Subcommittee discussed the potential solar farm that is proposed for the Hanlon site. This solar project is separate from the school building project. Mr. Lin advised that the design team needs to know how to approach this, and whether it should be factored into the sustainable design.

Mr. Mullin asked about data; what is cost versus value. He felt as though this would be helpful information to have.

Mrs. Plotkin recognized Mr. Ruoff and Mr. Fitzgerald who presented.

Focus

1. Show what is being done and where the project is headed.
2. Determine whether the Subcommittee is in agreement on approach and options being studied.
3. Obtain feedback on priorities of sustainability features.

¹ Remote meeting held in accordance with Executive Order of Massachusetts Governor, March 12, 2020 (Attached)

Community Priorities

According to the Westwood Resiliency and Sustainability Draft Comprehensive Plan, the community priorities are:

- Importance of this project: Schools are the largest energy consumers/emitters
- Prioritize CO2 reductions
- New Net Zero energy standards for new Town buildings
- Phase out fossil fuel use
- Discourage new natural gas hookups
- Install EV chargers

The Subcommittee discussed each of these priorities in relation to the project.

Common Themes of Successful Low-Energy Projects

- Energy targets established early
- Focus on reducing loads: building envelope, right-sizing
- Non-typical HVAC systems: Displacement, chilled beams, heat pumps
- Modeling used to test alternatives
- Decision to Eliminate Fossil Fuels is critical and difficult
- Third-party ownership of renewables

Largest Impacts on EUI: Predicted vs. Actual

- Occupancy schedule
- Percentage of air conditioning and how HVAC system is used
- Equipment loads and management (i.e., level of kitchen service, plug loads)
- Commissioning, training, disciplined operational procedures

The Subcommittee discussed the need for cooling climate control options as the building will be used for summer programming.

Outline of Assumptions

Baseline project:

- Green Schools Program: Achieve LEED-S v4 “Certified” and exceed Massachusetts Energy base code by 10%.
- Additional 2% reimbursement: Achieve above, but exceed Massachusetts Energy base code by 20%.

Study in Progress

- Baseline: Natural gas heating system
- Tier-1: Fossil fuel free: Use centralized air/water heat pump
- Tier-2: Fossil fuel free: Use Geothermal heating system

- Alternate Structural Frame Analysis: Use timber frame construction in lieu of steel frame (carbon)
- Goal: Determine the best approach for return on investment over the life of the building.
- Determine how rainwater harvesting should be considered

Mrs. Hyde asked about the assumed life-expectancy of the building. Mr. Fitzgerald indicated, at a minimum, it would be 60-70 years. The systems inside of the building, however, have a shorter lifespan.

The Subcommittee will review the options and make recommendations to the full School Building Committee. Ultimately, it will be up to the School Building Committee as a whole to decide what route to take.

Big Picture

1. Achieve 2% additional reimbursement from MSBA through 20% above energy code
2. Achieve net-zero energy if payback is within a reasonably short time frame
3. Achieve net-zero energy and additional sustainability measures even if payback is over a longer period

Mr. Lin suggested that the Subcommittee take time to consider these.

New Business

There was no new business.

Action Items

Approval of April 23, 2020 Subcommittee meeting minutes

Mr. Aries motioned to approve the subcommittee meeting minutes of April 23, 2020. Mr. Cummings seconded.

Mrs. Plotkin	Aye
Mr. Aries	Aye
Mr. Bayer	Aye
Mr. Cummings	Aye
Mrs. Hyde	Aye
Mrs. Jn-baptiste	Aye

Vote: 6-0-0.

Result: Approved

Adjournment

Mr. Cummings motioned to adjourn. Mr. Aries seconded.

Mrs. Plotkin	Aye
Mr. Aries	Aye
Mr. Bayer	Aye
Mr. Cummings	Aye
Mrs. Hyde	Aye
Mrs. Jn-baptiste	Aye

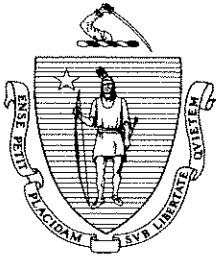
Vote: 6-0-0.

Result: Approved

The meeting adjourned at 9:33am.

List of Documents and Exhibits Used at Meeting

- Draft of Sustainability Portion of Town's Updated Comprehensive Plan
- Slideshow presentation by Dore and Whittier
- Subcommittee meeting minutes of April 23, 2020



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CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**ORDER SUSPENDING CERTAIN PROVISIONS
OF THE OPEN MEETING LAW, G. L. c. 30A, § 20**

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus (“COVID-19”); and

WHEREAS, many important functions of State and Local Government are executed by “public bodies,” as that term is defined in G. L. c. 30A, § 18, in meetings that are open to the public, consistent with the requirements of law and sound public policy and in order to ensure active public engagement with, contribution to, and oversight of the functions of government; and

WHEREAS, both the Federal Centers for Disease Control and Prevention (“CDC”) and the Massachusetts Department of Public Health (“DPH”) have advised residents to take extra measures to put distance between themselves and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings.

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise authority over public assemblages as necessary to protect the health and safety of persons; and

WHEREAS, low-cost telephone, social media, and other internet-based technologies are currently available that will permit the convening of a public body through virtual means and allow real-time public access to the activities of the public body; and

WHEREAS section 20 of chapter 30A and implementing regulations issued by the Attorney General currently authorize remote participation by members of a public body, subject to certain limitations;

NOW THEREFORE, I hereby order the following:

(1) A public body, as defined in section 18 of chapter 30A of the General Laws, is hereby relieved from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body for interested members of the public through adequate, alternative means.

Adequate, alternative means of public access shall mean measures that provide transparency and permit timely and effective public access to the deliberations of the public body. Such means may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body while those activities are occurring. Where allowance for active, real-time participation by members of the public is a specific requirement of a general or special law or regulation, or a local ordinance or by-law, pursuant to which the proceeding is conducted, any alternative means of public access must provide for such participation.

A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access that will enable the public to follow the proceedings of the municipal public body as those activities are occurring in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable upon conclusion of the proceedings. This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law or regulation, or a local ordinance or by-law, that requires allowance for active participation by members of the public.

A public body must offer its selected alternative means of access to its proceedings without subscription, toll, or similar charge to the public.

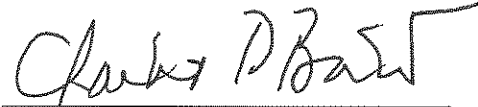
(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby suspended.

(3) A public body that elects to conduct its proceedings under the relief provided in sections (1) or (2) above shall ensure that any party entitled or required to appear before it shall be able to do so through remote means, as if the party were a member of the public body and participating remotely as provided in section (2).

(4) All other provisions of sections 18 to 25 of chapter 30A and the Attorney General's implementing regulations shall otherwise remain unchanged and fully applicable to the activities of public bodies.

This Order is effective immediately and shall remain in effect until rescinded or until the State of Emergency is terminated, whichever happens first.

Given in Boston at 6:40 PM this 12th day of
March, two thousand and twenty.

A handwritten signature in cursive script that reads "Charles D. Baker". The signature is written in black ink and is positioned above a horizontal line.

CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts