BOARD OF SELECTMEN AGENDA

June 9, 2022 – 7:00 P.M.
Sandwich Town Hall – 130 Main Street

1. Convene Open Session Meeting in Auditorium
2. Pledge of Allegiance
3. Public Comment
4. Review & Approval of Minutes – 5/26/22
5. Town Manager Report
6. Correspondence / Statements / Announcements / Future Items / Follow-up
7. Staff Meeting
   7:10 P.M. Liquor License Public Hearing: Entertainment License, Indoor and Outdoor
   Entertainment for Lucieranderson LLC., d/b/a The Local Tavern and Grille, 46 Route
   6A, Jacquelyn Lucier, Manager
8. Old Business
   • Memorial Bench Policy & Hoang Memorial Bench Application
   • Authority to Appoint Recommended Town Treasurer/Collector
   • Deacon Eldred House Disposition Update
   • Update on On-Going Town Projects
   • Background Information for Green Communities Act Adoption
   • Other Matters Not Reasonably Anticipated by the Chairman
9. New Business
   • Other Matters Not Reasonably Anticipated by the Chairman
10. Public Comment
11. Closing Remarks
12. Adjournment

NEXT MEETING: Thursday, 6/23/22, 7:00 P.M., Town Hall
Present: S. Hoctor, C. Holden, B. George, P. Ellis
G. Dunham, Town Manager

Mr. Hoctor opened the meeting at 7:00 PM.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Atty. Jonathan Fitch — reminded the Board that he is the attorney representing the owners of Forestdale Village. He read a statement saying that he is here with a positive update. They met with Mr. Jennings two times. They have not reached an agreement on all terms, but the meetings closed with the recognition to respect each other’s needs; the meetings were business-like and positive. The project is sustainable with cutting edge wastewater systems onsite. The permitting is bogged down because of State approvals of wastewater and energy. The owners made the decision to uncouple these from the housing. All back taxes from the previous owner are now paid in full; all amounts due since his clients took over are paid. They are looking forward to public/private cooperation.

Mr. Peter Barlow — thanks the Thomsons who are organizing the plank assembly. Some of the planks are destroyed, but some could be reused. He believes with a volunteer effort the boardwalk can be put together in less than two days. They will need supplies, wood, and hardware. Doing this would be better than closing the boardwalk for two years.

REVIEW AND APPROVAL OF MINUTES

Mr. Holden moved to approve the minutes of May 12, 2022. Seconded by Mr. George. Approved unanimously.

TOWN MANAGER REPORT

1. Meetings - next Board meeting is on June 9th. Mr. Jennings is working with Ms. Crossman to set the next Finance Committee meeting, possibly on June 28th.

2. Town Meeting approved the amendment to the marijuana bylaw. They are looking at the host agreement to update the use and address any requirements by the Cannabis Control Commission. There are some different taxing percentages separate from the host agreement.

3. Mr. Dunham has worked with the lawyer regarding the conservation property on Asa Meiggs. It will probably close by end of the month.

4. Ms. Harper and a number of staff have been working on the temporary repairs to private ways policy and procedures. They want to button it up before making a recommendation for the Board to adopt. They are working on a real-world example to see financial impacts. This will probably be ready the last meeting in June or the first in July.

5. We submitted the application to the County for ARPA funds this week focusing on wastewater, mostly the connection of the high school to Oakridge. There are several layers of review. There was an interview today about the Town's financial viability, which should not be an issue. There will probably be a few more stages to go through, but it should be approved, as that is the type of project they are looking for.
6. At some point the Board should have a wastewater workshop. We are looking at the rules for the State Revolving Fund for wastewater and how it relates to the Cape Water Protection Fund. We met with a couple of leaders of the Cape Cod Commission to see who to go to at the federal level. We are working with John Giorgio on this. Converge has officially taken over at the Base. Matt Kennedy has contacted some connections in other parts of the country regarding financing issues because funding is a national, not just a state issue. This will affect what comes next; answers sooner rather than later will affect our decision moving forward.

7. Update – there is a problem with seasonal hires. The Recreation Department is all right; the hires are a bit short but staffing for the camps is fine. They have only half to two-thirds of needed lifeguards and are still trying to attract new people. The Red Cross has not been able to certify lifeguards during the pandemic; they are trying to do that now. We are doing fairly well with gate attendants. Seasonal hiring for the DPW is the worst problem. They have increased the salary, but it is not working to attract more. The golf course is all right. Hoxie House and Grist Mill are having trouble staffing, so they might not be able to open full time.

Questions/Comments Mr. Hoctor said many are looking to hire to fill seasonal positions Mr. George commented that the police station roof is getting done. He asked whether the senior tax credit program could apply to the Hoxie House and Grist Mill; Mr. Dunham said that there are limits on the numbers of hours these people can work. Representative Xiarchos said the House funding for the intersection of Quaker Meetinghouse Rd. and Rte. 130 passed 155 to 0. It now needs to go before the Senate. He also got funding for the West Barnstable Community Center. Mr. Dunham said that the Senate is working on its own list – money for the Fire Department for a drone to assist with fire response, an amount to the Town to work on mental health and $40,000 to try to replace the generator at the DPW. If the money for the generator doesn’t come through, it should be the first item on the capital list for next fall.

CORRESPONDENCE/STATEMENTS/ANNOUNCEMENTS
Mr. Holden reported having attended the May 13th Cape and Islands Municipal Leader Association meeting; there are efforts to develop housing and preserve the environment. He also attended an informative town hall dialog to promote understanding of and creating inclusive school and community culture. The School Committee welcomed new members, Danielle Binienda and Christine Brown, and the new Superintendent. Mr. Holden thanked Keri Ames and Kristi Bader for their service, and Dr. Gould for a job well done. The boardwalk plank project was undertaken by the Thomsons as well as volunteers from the High School Key Club and others, all who deserve thanks. Approximately 70 hours of work resulted in 455 planks. Next is a schedule to return planks to the owners; interested people can contact boardwalk@sandwichmass.org. Yesterday Mr. Holden attended a substance abuse coalition meeting. Going forward, they are trying to resurrect the Sandwich Substance Abuse Committee.

OLD BUSINESS
Charter Review Committee – Additional Appointment(s) & Charge of Duties
Mr. Dunham provided background material (in the agenda packet) and provided an updated list to Selectmen. He said there is now a vacancy for a full member – one cannot serve. Mr. George recommended David Sampson if he is able to take it. Mr. Ellis said he would provide a modern- day context. Mr. George moved to recommend the appointment of David Sampson to the Charter Review committee. Seconded by Mr. Holden. Approved unanimously.

Alternates - Mr. Holden thinks that alternates provide a nice insurance. Mr. Ellis said these are not provided for in the current Charter and recommends that the Charter Review Committee provide for this in their review. Mr. George supports this. There is a defined time commitment, so there would be a different role for alternates.
Charge of Duty – A proposed Charge of Duty for the Charter Review Committee is in the agenda packet. Board members should let Mr. Dunham know if there need to be any changes. The review timeline is six months.

**Wing School Lease Extension with Cape Cod Collaborative**
Mr. Dunham reported that the prior agreement to extend the lease for the Cape Cod Collaborative is due to end on June 30th. The Collaborative is working out a long-term location in a former school, but work has been delayed. They would like 6 more months in the Wing School – through the end of the calendar year. SCG is in agreement. The Collaborative has waived liability, The Superintendent’s office can stay there as well. Mr. Holden moved to approve the lease extension for the Cape Cod Collaborative until December 31, 2022. Seconded by Mr. George. Approved unanimously.

**License Agreement with Cape Cod Military Support Foundation – 115 Rte. 6A**
The roof is complete. We are exchanging documents for the license agreement. We need a waiver of liability. The building improvement plan has to be approved by the Building Department. We need an update on how the building will be used, updated financial information, a sign, and final review for traffic flow. We should have this back in the next few weeks and will bring it back to the Board.

**Other Matters Not Reasonably Anticipated for Old Business**
None.

**NEW BUSINESS**

**Eversource Easement Request – 70 Quaker Meetinghouse Rd.**
This is not a public hearing because it is on our land. This is a request for utilities to connect from the road to the CAL. Mr. Holden moved to approve Eversource’s easement request at 70 Quaker Meetinghouse Road. Seconded by Mr. George. Approved unanimously.

**Proposed Race Amity Day Proclamation**
There is an email request in the agenda packet to declare the second Sunday of every June as Race Amity Day. This has been approved by the State. Mr. Holden moved to approve the proposed proclamation for Race Amity Day. Seconded by Mr. George. Approved unanimously.

**Request for Temporary Pride Flag**
There has been a request to fly a Pride flag for the month of June. An internal expert on flags will advise how to do it. It will hang from the flagpole at Eaton Square. Mr. George moved to approve the request for a temporary Pride flag on the flagpole. Seconded by Mr. Ellis. Approved unanimously.

**Recommended Historic District Committee Alternate Appointment – Bill Collins**
Mr. Collins’ information is in the agenda packet. He has served on the Historic District Committee for many years. Mr. Ellis moved to appoint Bill Collins as an alternate member on the Historic District Committee. Seconded by Mr. Holden. Approved unanimously.

**Other Matters Not Reasonably Anticipated for New Business**
None.

**PUBLIC COMMENT**
None.
CLOSING REMARKS

The Memorial Day parade is Monday at 10 AM; be at the Wing School at 9:30. After the speech, there will be a joint venture with Sandwich Stands; there will be an open mic for Veterans to talk. Mr. Holden asks that everyone remember the victims in New York and Texas as well as those under attack in eastern Europe that continue to threaten world peace.

Mr. George moved that the Board convene an Executive Session according to M.G.L. c.30A, §21(a) – The Chair declares that having an open session may have a detrimental effect upon the Town’s bargaining, litigating, or negotiating position, as applicable:
Purpose – M.G.L. c. 30A, §22(f) – Review, potential approval and potential release of executive session meeting minutes of 4/28/22. Mr. Ellis seconded. Approved unanimously by roll call vote.

ADJOURNMENT

The meeting adjourned at 7:45 PM.
Next meeting is Thursday June 9, 2022

Note: Board of Selectmen meetings are recorded and available for viewing in their entirety on the Sandwich Community Television website: https://sandwichcommunitytv.org

Respectfully submitted,

Susan James

Supporting Documents:
Charter Review (4 pages)
Wing School Lease (3 pages)
License (2 pages)
Easement (7 pages)
Amity Day (3 pages)
Flags (1)
Historic District Appt. (1 page)
SANDWICH BOARD OF SELECTMEN  
PUBLIC HEARING

The Sandwich Board of Selectmen will hold a public hearing on Thursday, June 9, 2022 at 7:10 p.m., in the Sandwich Town Hall Auditorium, 130 Main Street, Sandwich, MA to consider the application for an indoor and outdoor entertainment license for Lucieranderson LLC d/b/a The Local Tavern and Grille. Anyone wishing to be heard on the subject will be afforded an opportunity at that time.

Sandwich Board of Selectmen

Shane Hoctor, Chair
APPLICATION FOR AN ENTERTAINMENT LICENSE
(SEVEN DAYS)

The undersigned respectfully applies for an entertainment license as follows:

LOCATION OF PREMISES 46 Park St. w/ Bar
CLASS OF L.I.C.          Insert inside or outside of establishment

DESCRIPTION OF PREMISES  Restaurant

RADIO x TELEVISION  x  JUKEBOX  ___ AMPLIFIERS  ___ PHONO

CABLE TV  x  WIDESCREEN TV  ___ CASSETTE OPER. TV  ___ MOVIES

INSTRUMENTAL MUSIC  x  No. of Instruments 3-5

Type of Instruments  Piano  Guitar  Bar  What floors  1st Floor

VOCAL MUSIC  y  s  No. of persons

DANCING BY PATRONS  y  s  Type of dancing

What floors?  1st  Size of dance floor  No Dance Floor

EXHIBITION OR TRADE SHOW  n  d  describe

PLAY  n  d  describe

MOVING PICTURE SHOW  n  d  describe

FLOOR SHOW  n  d  describe

ATHLETIC EVENT  n  d  describe

As part of the above entertainment, will any entertainer, employee or person on the licensed premises be permitted to be unclothed or in such attire as to expose to view any portion of the areola of the female breast or any portion of the pubic hair, cleft of the buttocks, or genitals?

NO  x  YES  Explain in what manner such person will be presented

Did you hold an entertainment license from the Board pursuant to section 183A of Chapter 140?  n  d  If yes, was it for the exact same entertainment being requested in this petition?

Date:  2/26/2022

Firm or Trade Name  The Local Tavern and Grill
Business Name  Licur Anderson Inc
Manager Signature  [Signature]

Form 7  H&W  Horibe & Warren
ENTERTAINMENT APPLICATION

The Local Tap'n and Grille
Name of Licensee
416 Route 6A Sandwich MA 02563
Address of Licensed Premises

GRANTED ______________________

RADIO ___ TELEVISION ___ JUKEBOX ___
AMPLIFIERS ___ PHONO ___ CABLE TV ___
WIDESCREEN TV ___ CASSETTE TV ___
MOVIES ___ INSTRUMENTAL MUSIC ___
VOCAL MUSIC ___
DANCING BY PATRONS ___
EXHIBITION OR TRADE SHOWS ___
PLAY ___ MOVING PICTURE SHOW ___
FLOOR SHOW ___ ATHLETIC EVENT ___
NUDE ENTERTAINMENT ___
REJECTED ______________________

CONDITIONS ______________________

Rec'd by: ____________________________
Receipt No. ______________________
DRAFT Policy -

Town of Sandwich Memorial Bench Policy

Application Available from the Department of Natural Resources

Process: Applications may be obtained from the Department of Natural Resources [https://www.sandwichmass.org/210/Natural-Resources](https://www.sandwichmass.org/210/Natural-Resources)

Locations: Please find attached a map/listing of recommended sites for memorial benches. These sites represent those locations evaluated by the town as preferred locations. Sites on Town Conservation land will be administered and approved by the Department of Natural Resources and the Conservation Commission. Sites on property under the jurisdiction of the Board of Selectmen will be administered by the Department of Natural Resources and must be considered and approved by the Board of Selectmen. Benches may be requested at locations not shown on this list/map but may not be approved by the Town.

Type: All benches shall be cast concrete or composite materials for longevity. (See sample image). Benches should be similar to existing benches in a given area for consistency.

Installation: The applicant will be responsible for all installation costs. The Department of Natural Resources (DNR) will oversee placement and installation. If the DNR has staffing and material resources it may assist with installation but this will occur on a case-by-case basis and is not guaranteed.

Permitting: If the location requested requires a permit the applicant will be responsible for obtaining any necessary permits.

Maintenance and Replacement: Flowers, vegetation, religious symbols, photos and other memorabilia are strictly prohibited on or near the bench site. The Town will not be responsible for repair or replacement of damaged benches. The Town reserves the right to remove deteriorated and/or damaged benches that are deemed neglected.

Inscription: Inscriptions shall be simple and recommended to be limited to one line such as “In recognition of/or in memorial of NAME” Profanity is be strictly prohibited.

Please Note: The Town of Sandwich reserves the right to reject the installation of any proposed memorial bench on town property due to location, design or inscription.

Date Policy Approved: June 9, 2022 (proposed)
DRAFT

Application for Memorial Bench

Have you received a copy of the Town of Sandwich Memorial Bench Policy? Yes  No

Contact Information
Name:                      Date:
Address:
Telephone Number:
Email:

Requested Location:
(Please be specific- maps & photos of the area are helpful)

Proposed Inscription:

Are you aware of any permits required to site a bench at this location? Yes  No

Please Note: The Town of Sandwich reserves the right to reject the installation of any proposed memorial bench due to location, design or inscription.

Please do not write below this line for Department of Natural Resources Use Only

Building Commissioner Approval under 521 CMR:

Board of Selectmen Approval Required? Yes  No

I have reviewed the location proposed above and approve with the following comments:

Director of Natural Resources                      Date:
Hi Heather:

We made great progress today on the Memorial Benches. I worked out everything with Brendan Brides this morning for Memorial Benches:

1. He approved the Hoang Bench Request for Shawme Pond. No Building Permits required. DNR takes care of the Conservation Permit internally. No issue with 521 CMR Architectural Access Board.
2. Going forward Bendan would like us to revise the Bench Application so that he can review each application under 521 CMR: Architectural Access Board. (We’ll revise the application/policy at DNR)
3. I have a meeting after Brown Bag next week to discuss areas for benches to finalize the town-wide map with Recreation, DPW & Harbormaster.

Thanks,

David J. DeConto
Town Of Sandwich
Director
Department of Natural Resources
16 Jan Sebastian Drive
Sandwich, MA 02563
508-833-8054 Office
774-240-7146 Cell
ddeconto@sandwichmass.org

Hi Dave,

Would you confirm that that there no conservation commission permits required to install a bench with concrete foundation along edge of Shawme pond? Do we have construction requirements, ie, hand dug holes, depth of footing etc? I expect to be asked these question.

If all is in order please sign and return the application to Melissa and we’ll ask the Chairman to consider for the next agenda.

From: Bac Hoang <bac-hoang@sbcglobal.net>
Sent: Thursday, May 26, 2022 1:23 AM
Have you received a copy of the Town of Sandwich Memorial Bench Policy? Yes.

Name: Bac Hoang
Address: 211 Kenwood Ct. Novato, CA. 94945
Telephone Number: 415 272 1472

Requested Location: 16 Water Street — between two existing benches (please be specific)

Proposed Inscription: In loving memory of Hao Hoang. A wonderful son, brother and always explorer. Forever in our hearts. 1965-2018

Are you aware of any permits required to site a bench at this location? Yes

Please do not write below this line for Department of Natural Resources Use Only
Comments Director of Natural Resources or Designee

Permitting Required — Yes No

Board of Selectmen Approval Required Yes No

I have reviewed the location proposed above and approve with comments

Director of Natural Resources

David J. DeConto

5/27/22
Deconto, Dave

From: Dave DeConto <ccu21clam@gmail.com>
Sent: Wednesday, May 25, 2022 9:47 AM
To: Deconto, Dave
Subject: [EXTERNAL] Shawme Pond

Sent from my iPhone

Proposed Bench offset & between existing benches
Posting Date: Thursday, April 28, 2022

Closing Date: Friday, May 20, 2022

TOWN OF SANDWICH

TOWN TREASURER/COLLECTOR

The Town of Sandwich, MA is seeking a Town Treasurer/Collector who works under the general supervision of the Finance Director. Position provides supervisory, administrative, technical and professional management work in directing, coordinating, monitoring, and controlling the municipal treasury and tax collection operations in conformity with applicable state and federal laws. Position serves as custodian of all Town monies, issues all debt, and oversees all tax title accounts and tax possessions. Maintains, issues and oversees employee payroll and associated records, and all other employer and benefit programs. Strong financial background as well as excellent communication and customer service skills required. The successful candidate must have a Bachelor's degree in finance, business administration or related field with three years professional finance and supervisory experience required, or an equivalent combination. Municipal experience strongly preferred. Must be able to be bonded. Excellent benefit package and a starting salary of $90,000-$95,000 commensurate with experience. Send letter of interest and resume by Friday, May 20, 2022 to: Town Treasurer/Collector Search, 130 Main Street, Sandwich, MA 02563 or email information to hr@sandwichmass.org. Sandwich is EOE/AA employer.

TOWN CLERK
TOWN OF SANDWICH

APR 28 2022

3 H 15 M P M S
RECEIVED & RECORDED
TOWN OF SANDWICH - POSITION DESCRIPTION
TOWN TREASURER/COLLECTOR

SUMMARY:
Administrative, supervisory and professional financial work in keeping custody, controlling, and investing all Town funds in accordance with State legislation, local administrative requirements, and sound financial practices; maintenance of financial records. Responsible for the receiving, reporting, recording and collection of all taxes and performs all other related work as required. Reports to Finance Director.

PRIMARY DUTIES AND ESSENTIAL FUNCTIONS:

Treasury:

Directs the operations of the Treasurer's office; prepares and manages department budget and also Tax Title Budget; monitors workflow, assigns personnel to tasks; responsible for the design, implementation and maintenance of the department's computer and data processing system in conjunction with Town IT Department; coordinates department activities with other Town departments.

Receives, pays out, and serves as custodian of all monies belonging to the Town; pays over and accounts for all Town funds; serves as depository agent of Town funds; provides adequate funds for current obligations; issues all short and long term debt; works with legal and bond counsel on all issuance of debt. Oversees and assists in maintaining detailed records of all financial activities and transactions.

Invests funds in such a manner as to require the payment of interest on the funds in the highest rate reasonably available, accounting for safety, liquidity and yield. With assistance of Financial Advisor, makes investment choices for the Town's OPEB Investment Fund along with investments for various trust funds.

Custodian of stabilization funds, betterment funds, sinking funds, trust funds and tax titles, tax possessions and all other property of the Town not specifically allocated to other agencies.

Records tax taking redemptions and related documents. Works with Tax Title attorney on a regular basis to ensure Tax Title accounts are correct and legal procedures are followed. Provides delinquent lists to various Town departments in order to enforce Section 6.99 of the Town By-laws.

Negotiates, with approval of the Board of Selectmen, all loans. Works with Town Financial advisor on all bond issuances to ensure the Town receives the best rates possible.

Oversees employee payroll records, retirement benefits, medical and dental insurance plans, deferred compensation programs, unemployment, and all other assigned employee benefit programs. Files W-2 and 1095 filings on an annual basis with the Internal Revenue Service. Files necessary reporting with Social Security and Medicare as required.

Coordinates administration of collective bargaining agreement, hiring, firing, and disciplining activities with the Town Manager or his/her designee. Oversees and reconciles all cash books, warrants, debt records, bank accounts, tax title accounts and any other special funds given custody over.
Compiles and submits required reports to State; completes necessary reports, often times in collaboration with other Town financial departments; assists in annual Town audit working in conjunction with Town Auditor; prepares comprehensive annual statement of activities and accounts for Annual Town Report and necessary filings.

Collection:

Directs the collection of monies in the amounts due to the Town, normally in the form of real estate and personal property taxes, boat excise taxes, motor vehicle taxes, Sandwich Water District taxes and North Sagamore Water District taxes; collects transfer station and beach sticker fees, and other fees including all betterments and taxes imposed by Town and State statutes.

Assures that all taxes committed to office are verified, reconciled, and processed; maintains a system for posting, balancing, and proving various accounting records and control accounts.

Receives, posts, all payments received in the office; assures that all abatements are verified and posted; determines the amounts of any refunds and prepares vouchers for payment of the same; balances all tax records with Finance Director’s office.
Maintains proper records of delinquent accounts and initiates collection process; prepares and issues demand notices, warrant notices, municipal lien certificates, and advertises for tax takings, preparing proper public notices and recording with the registry of deeds; computes and posts interest due on delinquent accounts.

Must once in each week or more often pay over all money received for taxes and interest during the preceding week or lesser period. The Treasurer/Collector must provide the Finance Director with an accounting of all charges and fees collected.

Must balance all collections on a monthly basis with the Finance Director, Sandwich Water District and North Sagamore Water District.

Develops, submits, and administers department budget; cooperates with Board of Selectmen and Finance Committee in controlling department finances; oversees departmental staff; responsible for the design, implementation, and maintenance of the department’s computer and data processing system.

Provides assistance to taxpayers and members of the general public, furnishing advice and assistance in the purchase and disposition of property where taxes are involved. Maintains proper and current bonding for all office employees and deputy collector who receive and account for monies.

Maintains communications with other financial departments and state officials, as well as outside vendors, to ensure that proper procedures are followed in the commitment of bills for accounts receivable and to insure the receipt of monies on a timely schedule.

Cooperates with all other Town officials, departments, and employees to maintain efficient Town operations. Works closely with Director of Assessing on a regular basis on all tax Commitments and Abatements and Exemptions as required.

Performs other related work as may be required or assigned.
TOWN OF SANDWICH - POSITION CLASSIFICATION SHEET
TOWN TREASURER/COLLECTOR

EDUCATION/BASIC KNOWLEDGE
Bachelor's degree in finance, business administration, or related field with a thorough knowledge of municipal finance, including basic accounting, payroll records and sound investment practices; or any equivalent combination of education and experience. Working knowledge of legal controls, laws and statutes related to municipal finance. Sound oral and written communication skills. Must have excellent computer skills with good working knowledge of standard word processing spreadsheet and data base programs. If not currently certified, must obtain Certified Massachusetts Municipal Treasurer and Collector Certificate within 6 years of appointment. Must submit to credit history check prior to employment and be bondable.

EXPERIENCE
Four years of professional experience in finance-related occupation, preferably municipal in nature. Once hired, up to one and a half years on job to become proficient.

JUDGMENT AND INITIATIVE
Performs responsible duties requiring considerable independent judgment in planning, organizing and exercising complete control over all Town funds, including, trust funds, all investments; and in directing the operation of the Treasurer's Office and the Town Collector's Office. Must have a high attention to detail and have experience in dealing with large sums of money and budgets.

SUPERVISION REQUIRED
Works under the supervision of the Finance Director in carrying out policies and procedures. Normally works independently carrying out the requirements of the job, reporting any circumstances or conditions to the Finance Director as required.

ACCOUNTABILITY
Errors could be costly in terms of improperly authorized expenditures, mismanagement of financial records, poor returns on investments, and possible legal repercussions. Responsible for monthly reconciliations with the Finance Department to identify possible discrepancies, and the filing of several state and federally-mandated financial reports with the Massachusetts Department of Revenue and Internal Revenue Service, including quarterly reconciliation reports filed in conjunction with the Finance Director and year-end balance statements.

CONTACTS WITH OTHERS
 Makes frequent contacts with the Town Manager, all Town Departments, several financial institutions, computer vendors, and relevant state officials and bureaus. Contacts must reflect a positive image for the Town and promote favorable public relations.

CONFIDENTIALITY
Has access to department-related confidential information such as personnel and personal finance records. Position requires discretion to protect the privacy of the public, including monetary hardship cases. Works on many tax accounts with open bankruptcy filings and must maintain confidentiality in all dealings with such cases.
PHYSICAL ENVIRONMENT
Works under normal office conditions with minimal exposure to hazards.

PHYSICAL EFFORT
Negligible physical effort demanded in performing duties under typical office conditions.

OCCUPATIONAL RISKS
Minimal exposure to occupational hazards.

CHARACTER OF SUPERVISION EXERCISED
Oversees and directs the operation of the Town Treasury and Collection Offices. Supervises all personnel within both departments.

(This position description is subject to change by the employer as the needs of the employer and requirements of the job change.)
Heather-

Enclosed please find for your review the Purchase and Sale Agreement for the Deacon Eldred House revised by the Buyer’s attorney, Rebecca Moore, and the latest version containing my revisions to Attorney Moore’s Agreement. Most of the revisions she made I have accepted as they are fairly standard. I have made a few additional revisions and I am waiting the Town’s comments as to the Buyer’s request for the Town’s assent to the issuance of the building permit prior to the sale of the property and whether the Town will allow filming of the property prior to closing. If the Town is considering allowing the Buyer to film on the property, I will recommend that the town enter into a separate License Agreement for that purpose which will include insurance and indemnification provisions for the benefit of the Town.

Please forward to me your questions or comments and I will incorporate them in the further revision of the Purchase and Sale Agreement. I will also be revising the Land Development Agreement as revised by Attorney Moore and will forward a copy to you for your review.

If you wish to speak with me, I am available at 978-821-1409.

Vicki

Vicki S. Marsh, Esq.
KP | LAW
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Boston, MA 02110
O: (617) 556 0007
F: (617) 654 1735
vmash@k-plaw.com
www.k-plaw.com

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Ralph-

The Buyer’s attorney, Rebecca Moore, forwarded to me a revised Purchase and Sale Agreement for my review. She has informed me that the Buyers will not be seeking financing. However, she raised a couple of questions with respect to the property before they purchase it.

1. They will be seeking to apply for permits fairly quickly, prior to their ownership. But will the Building Inspector issue building permits before they actually own the property? They are requesting that the Selectmen perhaps assent to the application for the building permit, or notify the building inspector in advance that they assent to the issuance of the building permits so there will not be any delays. It has been my experience that the building permits are usually not issued until the Deed has actually been recorded.

2. They have requested access to the property before they purchase for at least two days at the end of June to film the property so they could incorporate it into their television show. They have not said when they intend to show this filming. If the Town agrees to let them film the property, I recommend that they be prohibited from using the filming before they actually purchase the property. The Town would not want them to benefit from the filming of the Town property and then benefit from it, especially if they decide not to purchase the property. If the Town agrees to allow them to access the property, I recommend that they execute a License Agreement with the Town for the filming and the agreement not to show the filming until after they have purchased the property.

The Buyers have to obtain the approval of the Massachusetts Historical Commission for their proposed repairs and restoration. They have provided in the draft Purchase and Sale Agreement that it will have all conditions satisfied by June 30, 2022, but can extend the closing not beyond August 30, 2022, which is very quick.

I am reviewing the Purchase and Sale Agreement and will make a few revisions depending on your responses to these questions, but most of their revisions were fairly standard.

If you have any questions, please do not hesitate to contact me. If you wish to speak with me, I am available at 978-821-1409.

Vicki

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Hello Bud,

Excellent update from Leanne below.

Heather

-----Original Message-----
From: Drake, Leanne <ldrake@sandwichmass.org>
Sent: Thursday, June 2, 2022 9:30 AM
To: Harper, Heather <hharper@sandwichmass.org>
Subject: RE: {EXTERNAL} Hello

Hi Heather,


There are 5 criteria needed to qualify as a Green Community:

1. Adopt as-of-right siting for RE/AE generation, R&D, or manufacturing. We believe we meet the requirements for criteria one as we have “by-right” zoning for renewable generation.
2. Adopt expedited permitting process. This requires a letter from legal counsel that says it would not take more than 365 days to issue a permit.
3. Create an Energy Reduction Plan to reduce energy use by 20% in 5 year. The Cape Light Compact will help us calculate a Municipal Energy Use Baseline. Using this baseline, we will create a 20% energy reduction plan which will lower our energy consumption and provide greater cost savings.
4. Adopt Fuel Efficient Vehicle Purchase Policy. Purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable. Police cruisers and other emergency vehicles are exempt until commercially available. Heavy duty vehicles such as Fire Trucks, Ambulances and some DPW trucks are exempt.
5. Minimize life cycle cost in new construction; adopt the Stretch Code. Require all new residential construction and new commercial and industrial real estate construction to minimize, to the extent feasible, the life cycle cost of the facility by utilizing energy efficiency, water conservation and other renewable or alternative energy technologies. Adopting the Stretch Code is a Town Meeting Vote.

Currently 280 Massachusetts Communities are designated Green Communities, including 11 communities on Cape Cod.

Please let me know if you would like any additional information.

Thanks,
Leanne

Leanne Drake
To: Board of Selectmen

From: Leanne Drake, Town Planner & Special Projects Administrator

Subject: Green Community Designation Overview and Update

Date: 1.27.2021

On February 4, 2021 Lisa Sullivan, Regional Coordinator of Green Communities, and Will D’Arrigo, Code Expert, will present to you the criteria needed to become a Green Community with a particular emphasis on the stretch code component.

Overview

Green Community grants are funded by carbon allowance auction proceeds from the multi-state Regional Greenhouse Gas Initiative to cap and reduce power sector CO2 emissions and through Alternative Compliance Payments by electricity suppliers that fail to meet their renewable energy portfolio requirements.

There are 5 criteria needed to qualify as a Green Community.

1. Adopt as-of-right siting for RE/AE generation, R&D, or manufacturing
   ➢ We believe we meet the requirements for criteria one as we have “by-right” zoning for renewable generation.

2. Adopt expedited permitting process
   ➢ Requires a letter from legal counsel that says it would not take more than 365 days to issue a permit

3. Create an Energy Reduction Plan to reduce energy use by 20% in 5 years
   ➢ The Cape Light Compact will help us calculate a Municipal Energy Use Baseline. Using this baseline, we will create a 20% energy reduction plan which will lower our energy consumption and provide greater cost savings.
4. Adopt Fuel Efficient Vehicle Purchase Policy
   ➢ Purchase only fuel-efficient vehicles for municipal use whenever such vehicles
     are commercially available and practicable. Police cruisers and other emergency
     vehicles are exempt until commercially available. Heavy duty vehicles such as
     Fire Trucks, Ambulances and some DPW trucks are exempt.

5. Minimize life cycle cost in new construction; adopt the Stretch Code
   ➢ Require all new residential construction and new commercial and industrial real
     estate construction to minimize, to the extent feasible, the life cycle cost of the
     facility by utilizing energy efficiency, water conservation and other renewable or
     alternative energy technologies.

Updates

Since our initial conversation in February 2020, 8 more communities have adopted the stretch
code totaling 286 communities in Massachusetts, including 11 communities on Cape.
Helping Massachusetts Municipalities Create a Cleaner Energy Future

COMMONWEALTH OF MASSACHUSETTS

Charles D. Baker, Governor
Karyn E. Polito, Lt. Governor
Kathleen Theoharides, Secretary
Patrick Woodcock, Commissioner

The Green Communities Division
Partnering with Massachusetts Cities and Towns

Lisa Sullivan
Green Communities Southeast Regional Coordinator
Green Communities Division

The energy hub for all Massachusetts cities and towns, not just designated Green Communities.
Green Communities Division
Programs and Resources for Municipalities

Green Communities Designation and Grant Program

 META grants
Municipal Energy Technical Assistance

LED streetlight grant program

EVIP (Electric Vehicle Incentive Program) & Clean Cities Program

MassEnergyInsight Energy tracking and analysis tool

PACE (Property Assessed Clean Energy)
A partnership with Mass Development

Website filled with tools & resources
www.mass.gov/orgs/green-communities-division

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
GREEN COMMUNITY DESIGNATIONS REACH TWO HUNDRED SEVENTY-ONE

31 New Green Community Designations

<table>
<thead>
<tr>
<th>Aquinnah</th>
<th>Chatham</th>
<th>Groton</th>
<th>Needham</th>
<th>Rehoboth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attleboro</td>
<td>Cheshires</td>
<td>Hubbardston</td>
<td>Norfolk</td>
<td>Rochester</td>
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<tr>
<td>Bellingham</td>
<td>Chilmark</td>
<td>Hudson</td>
<td>North Attleborough</td>
<td>Spencer</td>
</tr>
<tr>
<td>Brewster</td>
<td>Dennis</td>
<td>Ipswich</td>
<td>Norwood</td>
<td>Templeton</td>
</tr>
<tr>
<td>Burlington</td>
<td>Dunstable</td>
<td>Lynn</td>
<td>Oxford</td>
<td>Tolland</td>
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<tr>
<td>Carver</td>
<td>Georgetown</td>
<td>Nantucket</td>
<td>Peru</td>
<td>West Brookfield</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Westport</td>
</tr>
</tbody>
</table>

New Green Community Designation - January 2020
Previously Designated Community

We anticipate adding 9+ 2/2021 and 10+ through 12/2021

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
Anticipate new map with 31 new desigees to be released within 7-10 days. Includes: Aquinnah, Brewster, Chatham, Chilmark, Dennis, Nantucket, Orleans.

Sullivar, Lisa M (ENE), 1/28/2020

Fall 2020 applications are optimistically anticipated from Sandwich, Barnstable, Falmouth, Eastham, Oak Bluffs, Edgartown

Sullivar, Lisa M (ENE), 1/28/2020
Green Communities
Designation and Grant Program

Up to $20M/yr in grants and loans to qualifying communities

Grants fund energy efficiency initiatives & renewable energy, innovative projects

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
FUNDING SOURCES

Green Communities grants are funded by carbon allowance auction proceeds from the multi-state Regional Greenhouse Gas Initiative (RGGI—a cooperative effort among the states of Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, and Vermont) to cap and reduce power sector CO₂ emissions.

Through Alternative Compliance Payments by electricity suppliers that fail to meet their renewable energy portfolio requirements.
Green Communities
Designation and Grant Program

>$136.4 M grants awarded

>$20.8M savings/yr

519 grants completed

Projected Savings
661,797 MMBTUs

51,723 mt CO₂ eq.

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
Green Communities
Designation and Grant Program

- Designation grant allocations based on a $125k base plus a population/per capita income formula; maximum $1M.
- Competitive grants available annually for Green Communities. More than $123M awarded in total for both designation and competitive grant programs to date.
- Projects being funded include energy conservation measures.

Sandwich's Green Communities Neighbors

<table>
<thead>
<tr>
<th>Community</th>
<th>Designation Year</th>
<th>Total Grants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harwich</td>
<td>2018</td>
<td>$152,910</td>
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<tr>
<td>Mashpee</td>
<td>2010</td>
<td>$619,394</td>
</tr>
<tr>
<td>Orleans</td>
<td>2017</td>
<td>$134,709</td>
</tr>
<tr>
<td>Provincetown</td>
<td>2011</td>
<td>$210,681</td>
</tr>
<tr>
<td>Truro</td>
<td>2011</td>
<td>$343,384</td>
</tr>
<tr>
<td>Wellfleet</td>
<td>2014</td>
<td>$260,423</td>
</tr>
</tbody>
</table>

Aquinnah, Chilmark, Tisbury, W. Tisbury, Chatham, Yarmouth, Dennis, Brewster.

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
Green Communities Designation and Grant Program

- Designation Grant = $125K + population & per capita income formula

Sandwich's estimated designation grant amount:

$170,000

- Competitive grants available annually for Green Communities that have expended all prior grant funds
Green Communities Designation and Grant Flowchart

**Step 1**
- Review Green Communities Designation Criteria Guidance
- Contact your Green Communities Regional Coordinator

**Step 2**
- Discuss Green Communities Designation with Local Government
- Receive local approval to apply for Green Communities status

**Step 3**
- Meet the 5 Green Communities Criteria and submit a Designation Application
- Receive Green Community Designation from DOER
- Apply for Green Community Grants

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
Qualification Criteria - Designation

1. Adopt as-of-right siting for RE/AE generation, R&D, or manufacturing -

2. Adopt expedited permitting process

3. Create an Energy Reduction Plan to reduce energy use by 20% in 5 years

4. Adopt Fuel Efficient Vehicle Purchase Policy

5. Minimize life cycle cost in new construction → adopt the Stretch Code
Criteria 1 – As-Of-Right siting

For at least one of the following:

1. Renewable or Alternative Energy Generating Facilities or;
2. Renewable or Alternative Energy Research and Development (R&D) Facilities or;
Criteria 2 – Expedited Permitting

12 months: date of initial application to date of final approval

1. Applies only to the proposed facilities subject to the As-of-Right-Siting provision.
2. Can apply the MGL c 43D permitting process to these zoning districts.
Criteria 3 – Energy Baseline & 20% Energy Reduction Plan

Calculate a Municipal Energy Use Baseline that includes:
1. Municipal Buildings & Schools
2. All Vehicles
3. Municipally Owned Street & Traffic Lights
4. Water & Wastewater facilities

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
1. Purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.

2. Police cruisers and other emergency vehicles are exempt until commercially available.

3. Heavy duty vehicles such as Fire Trucks, Ambulances and some DPW trucks are exempt (GVW of 8500 lbs. or more)
New Criteria 4 Guidance – February 2020

- 2 wheel drive car: 30 MPG
- 4 wheel drive car: 29 MPG
- 2 wheel drive van 22 MPG
- 4 wheel drive van 20 MPG
- 2 wheel drive pick-up truck: 21 MPG
- 4 wheel drive pick-up truck: 18 MPG
- 2 wheel drive sport utility vehicle: 24 MPG
- 4 wheel drive sport utility vehicle: 21 MPG

VEHICLE RECYCLING
Recycling of vehicles – i.e., moving a previously purchased and used vehicle from one municipal department to another municipal department in need of a vehicle is only allowed if the vehicle being recycled to a new department is more fuel efficient than the vehicle it is replacing.
Criteria 5 - Minimize Life Cycle Costs

Require all new residential construction and new commercial and industrial real estate construction to minimize, to the extent feasible, the life cycle cost of the facility by utilizing energy efficiency, water conservation and other renewable or alternative energy technologies.

The DOER recommended way for cities and towns to meet this requirement is by adopting the BBRS Stretch Code (780 CMR115AA) an appendix to the MA State Building Code.
Two hundred eighty-six (286) municipalities have adopted the Board of Building Regulations and Standards (BBRS) Stretch Code, as of November 9, 2020.

287 – E. Bridgewater adopted 1/11/21

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
Stretch Code

- The Current Stretch Code ONLY applies to:
  - **NEW** residential construction and
  - **NEW** commercial construction > 100,000 sq. ft. or > 40,000 sq. ft. for conditioned spaces

- Additions, renovations & repairs are EXEMPT from the Stretch Code
Criterion 5 – Minimize Life Cycle Costs

Documentation for Criterion #5:

- Stretch Energy Code
  - Documentation of the city council or town meeting vote adopting 780 CMR 115.AA, MA Board of Building Regulations and Standards (BBRS) Stretch Energy Code.
Stretch Code old MIS-conceptions

- 'Stretch Code is new and experimental.'
  No; It is based on Energy Star for Home

- 'Stretch Code requires tight unhealthy homes'
  No; Building science has evolved

- 'Homes w/ oil heat can't meet the Stretch Code'
  No; It is easier to meet SC with gas, but ...

- 'Town residents will be required to update their existing homes'
  No; New Stretch Code only applies to NEW residential construction and explicitly exempts additions, renovation & repairs

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
The Stretch Code is No Longer Much of a Stretch

- **NEW** Base Energy Code (IECC 2015) and Stretch Code adopted by the state on 1/1/2017

- Current Base Code allows builders **two options** for residential and commercial new construction:

  **Prescriptive**
  - Checklist of compliance measures
  - Inspections during and post construction

  **Performance**
  - Pre & Post construction energy modeling
  - Inspections during and post construction

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
The Stretch Code is No Longer Much of a Stretch

- Major differences between the Base and Stretch Code are:
  - Removal of the prescriptive path option
  - HERS Rater needs to provide an Energy Model.
    - The cost to perform the modelling required by the Stretch Code can be covered by utility incentive.

Prescriptive
- Checklist of compliance measures
- Inspections during and post construction

Performance
- Pre & Post construction energy modeling
- Inspections during and post construction

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
What is a HERS Rating?
(Home Energy Rating System)

Annualized energy analysis
Heating, Cooling, Water Heating,
Lighting and Appliances....
On site power generation-renewable energy

Reference Home
- Based on IECC 2006 Code
  (International Energy Conservation Code)
  Defined as 100 Points
- 1 percent change in consumption = 1 point

HERS 55 means about
45% more efficient than reference home
What is HERS Process?

1. Review Building Plans via Computer Energy Modeling

2. In-process inspections
   - First inspection
     * Duct tightness test (if applicable)*
   - Second Inspection
     (usually combined with 1st)
     * Insulation
   - Final Inspection
     * Blower door test*

3. Finalize energy model based on verified performance and equipment

*Required by Base Energy Code 2015 IECC
Why Test Performance?

- Prescriptive codes don't guarantee good installation, air and water tightness, or that thermal insulation is effective.
- Small air gaps can reduce insulation R-values by 50% or more.
- HERS Raters provide third party verification.
Pay for Savings - Incentive

- Builder Incentive
  - $A \times kWh + B \times MMBtu + C \times \%Savings$
  - $A = $0.50/kWh$
  - $B = $50.00/MMBtu$
  - $C = $4,000$ single family (1-4 units)
    - $= $2,500$ multifamily (5+ units)

- Rater Incentive:
  - $350$ Single Family (1-4 units)
  - $100$ Multifamily (5+ units)
  - $50$ Failed Unit
9th Edition Stretch Code Modeling Analysis
2550 sq.ft. 3 BR Single Family Home with Oil Heat
Worcester, MA

<table>
<thead>
<tr>
<th>HERS Index</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Target</td>
<td>55</td>
</tr>
<tr>
<td>Example Base</td>
<td>61</td>
</tr>
<tr>
<td>Example Stretch</td>
<td>51</td>
</tr>
</tbody>
</table>

Incremental Costs and Benefits to Meet Stretch Code 0.0016% of Total Construction Cost

<table>
<thead>
<tr>
<th>COSTS</th>
<th>BENEFITS</th>
<th>NET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adjustments + HERS Rater Fee</td>
<td>Utility Rebates(^1)</td>
<td>Cost Compared to Base Code</td>
</tr>
<tr>
<td>-$2,052</td>
<td>+$1,823</td>
<td>-$239</td>
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</table>

**Builder**

<table>
<thead>
<tr>
<th>HOMEBUYER</th>
<th>Change to Downpayment(^3)</th>
<th>Change to Annual Mortgage Payment(^3)</th>
<th>Estimated Reduced Energy Cost per Year(^2)</th>
<th>Year 1 Cash Flow</th>
<th>Year 2+ Cash Flow</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>-$24</td>
<td>-$19</td>
<td>+$527</td>
<td>+$484</td>
<td>+$508</td>
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</tbody>
</table>

1 – Incentives are determined using the Pay For Savings calculator. Savings compared to MA reference home.

PFS Incentive = $0.50 * kWh savings + $50 * MMBtu savings + $4000 * 0.xx percent savings (single family home)

2 – Energy costs are based on $0.25/kWh, $1.21/therm, $2.90/gal propane, $2.88/gal oil. Savings compared with Base Code home.

3 – 30-year mortgage assumes 10% down payment at 4% APR.

4 – NAHB New Contractor Built Median Cost Per Square Foot in North East US (2017) $161.53

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
<table>
<thead>
<tr>
<th>FEATURE</th>
<th>Base Code</th>
<th>Stretch Code</th>
<th>Construction Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>HERS RATING</td>
<td>61</td>
<td>51</td>
<td>$500</td>
</tr>
<tr>
<td>WINDOWS (U-VALUE/SHGC)</td>
<td>.30/.30</td>
<td>.27/.30</td>
<td>$500</td>
</tr>
<tr>
<td>COOLING</td>
<td>13 SEER</td>
<td>15 SEER</td>
<td></td>
</tr>
<tr>
<td>DHW</td>
<td>0.95 EF Tank Electric</td>
<td>3.24 EF Heat Pump DHW</td>
<td>$392</td>
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<tr>
<td>DUCT LEAKAGE TO OUTSIDE</td>
<td>4 CFM25 / 100 CFA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEATING</td>
<td>96% Oil Furnace</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FOUNDATION</td>
<td>Unconditioned, uninsulated basement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FLOOR</td>
<td>R38 fiberglass Grade 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WALLS</td>
<td>R21 fiberglass Grade 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIGH EFFICACY LIGHTING</td>
<td>100% LED</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CEILING – FLAT</td>
<td>R-50 blown in cellulose</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DUCT INSULATION</td>
<td>R-8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td>$2,052</td>
</tr>
</tbody>
</table>
9th Edition Stretch Code Modeling Analysis
2550 sq.ft. 3 BR Single Family Home with Propane Heat
Worcester, MA

Incremental Costs and Benefits to Meet Stretch Code
0.004% of Total Construction Cost

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</thead>
<tbody>
<tr>
<td>Adjustments + HERS Rater Fee</td>
<td>Utility Rebates¹</td>
<td>Cost Compared to Base Code</td>
</tr>
<tr>
<td>-$2,216</td>
<td>+$553</td>
<td>-$1,663</td>
</tr>
</tbody>
</table>

**BUILDER**

**HOMEBUYER**

<table>
<thead>
<tr>
<th>Change to Downpayment³</th>
<th>Change to Annual Mortgage Payment³</th>
<th>Estimated Reduced Energy Cost per Year²</th>
<th>Year 1 Cash Flow</th>
<th>Year 2+ Cash Flow</th>
</tr>
</thead>
<tbody>
<tr>
<td>-$166</td>
<td>-$132</td>
<td>+$266</td>
<td>-$30</td>
<td>+$136</td>
</tr>
</tbody>
</table>

¹ - Incentives are determined using the Pay For Savings calculator. Savings compared to MA reference home.

² - Energy costs are based on $0.25/kWh, $1.21/therm, $2.90/gal propane, $2.88/gal oil. Savings are compared with Base Code home.

³ - 30-year mortgage assumes 10% down payment at 4% APR.

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth

January 2021
# 9th Edition Stretch Code Modeling Analysis

2550 sq.ft. 3 BR Single Family Home with Propane Heat
Worcester, MA

## Breakdown of Incremental Construction Costs to Meet Stretch Code

<table>
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<tr>
<th>FEATURE</th>
<th>Base Code</th>
<th>Stretch Code</th>
<th>Construction Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>HERS RATING</td>
<td>62</td>
<td>53</td>
<td>$500</td>
</tr>
<tr>
<td>WINDOWS (U-VALUE/SHGC)</td>
<td>.30/.30</td>
<td>.27/.30</td>
<td>$500</td>
</tr>
<tr>
<td>HEATING</td>
<td>95% propane furnace</td>
<td>96% propane furnace</td>
<td>$100</td>
</tr>
<tr>
<td>COOLING</td>
<td>13 SEER</td>
<td>15 SEER</td>
<td></td>
</tr>
<tr>
<td>DHW</td>
<td>0.62 EF 40 Gallon tank Propane</td>
<td>0.96 EF Tankless Propane</td>
<td>$724</td>
</tr>
<tr>
<td>DUCT LEAKAGE TO OUTSIDE</td>
<td>4 CFM25 / 100 CFA</td>
<td>No change required</td>
<td>$0</td>
</tr>
<tr>
<td>AIR INfiltration</td>
<td>3.0 ACH50</td>
<td>No change required</td>
<td>$0</td>
</tr>
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January 2021

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
## Incremental Costs and Benefits to Meet Stretch Code

0.0025% of Total Construction Cost

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<td>-$1,013</td>
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### BUILDER

### HOMEBUYER

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<tr>
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<td>-$81</td>
<td>+$119</td>
<td>-$63</td>
<td>+$38</td>
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3. 30-year mortgage assumes 10% down payment at 4% APR.

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Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
Breakdown of Incremental Construction Costs to Meet Stretch Code

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<td>.30/.30</td>
<td>.27/.30</td>
<td>$500</td>
</tr>
<tr>
<td>HEATING</td>
<td>95% gas furnace</td>
<td>98% gas furnace</td>
<td>$100</td>
</tr>
<tr>
<td>COOLING</td>
<td>13 SEER</td>
<td>15 SEER</td>
<td>$392</td>
</tr>
<tr>
<td>DHW</td>
<td>0.62 EF 40 Gallon tank Gas</td>
<td>0.96 EF Tankless Gas</td>
<td>$724</td>
</tr>
<tr>
<td>DUCT LEAKAGE TO OUTSIDE</td>
<td>4 CFM25 / 100 CFA</td>
<td>2 CFM25 / 100 CFA</td>
<td>$0</td>
</tr>
<tr>
<td>HIGH EFFICACY LIGHTING</td>
<td>100% LED</td>
<td>No change required</td>
<td>$0</td>
</tr>
<tr>
<td>AIR INFILTRATION</td>
<td>3.0 ACH50</td>
<td>No change required</td>
<td>$0</td>
</tr>
<tr>
<td>FOUNDATION</td>
<td>Unconditioned, uninsulated basement</td>
<td>No change required</td>
<td>$0</td>
</tr>
<tr>
<td>FLOOR</td>
<td>R38 fiberglass Grade 1</td>
<td>No change required</td>
<td>$0</td>
</tr>
<tr>
<td>WALLS</td>
<td>R21 fiberglass Grade 1</td>
<td>No change required</td>
<td>$0</td>
</tr>
<tr>
<td>CEILING – FLAT</td>
<td>R-50 blown in cellulose</td>
<td>No change required</td>
<td>$0</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td>$2,216</td>
</tr>
</tbody>
</table>
### Incremental Costs and Benefits to Meet Stretch Code 0.0005% of Total Construction Cost

<table>
<thead>
<tr>
<th>COSTS</th>
<th>BENEFITS</th>
<th>NET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adjustments + HERS Rater Fee</td>
<td>Rebates(^1)</td>
<td>Cost Compared to Base Code</td>
</tr>
<tr>
<td>-$2,260</td>
<td>+$2,853</td>
<td>+$593</td>
</tr>
</tbody>
</table>

### Homebuyer

<table>
<thead>
<tr>
<th>HOMEBUYER</th>
<th>Change to Downpayment(^3)</th>
<th>Change to Annual Mortgage Payment(^3)</th>
<th>Estimated Energy Cost Savings per Year(^2)</th>
<th>Year 1 Cash Flow</th>
<th>Year 2+ Cash Flow</th>
</tr>
</thead>
<tbody>
<tr>
<td>-$59</td>
<td>-$47</td>
<td>+$659</td>
<td></td>
<td>+$765</td>
<td>+$706</td>
</tr>
</tbody>
</table>

---

1 – Incentives are determined using the Pay For Savings calculator. Savings compared to MA reference home.

PFS Incentive = $0.50 * kWh savings + $50 * MMBtu savings + $4000 * 0.xx percent savings (single family home)

2 – Energy costs are based on $0.25/kWh, $1.21/therm, $2.90/gal propane, $2.88/gal oil. Savings are compared with Base Code home.

3 – 30-year mortgage assumes 10% down payment at 4% APR.

4 – NAHB New Contractor Built Median Cost Per Square Foot in North East US (2017) $161.53

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
### Breakdown of Incremental Construction Costs to Meet Stretch Code

<table>
<thead>
<tr>
<th>Feature</th>
<th>Base Code</th>
<th>Stretch Code</th>
<th>Construction Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HERS RATING</strong></td>
<td>64</td>
<td>52</td>
<td>$500</td>
</tr>
<tr>
<td><strong>WINDOWS (U-VALUE/SHGC)</strong></td>
<td>.30/.30</td>
<td>.27/.30</td>
<td>$500</td>
</tr>
<tr>
<td><strong>DHW</strong></td>
<td>0.95 EF Tank Electric</td>
<td>3.24 EF Heat Pump DHW</td>
<td>$660</td>
</tr>
<tr>
<td><strong>HEATING</strong></td>
<td>10 HSPF / 19 SEER Heat Pump</td>
<td>12 HSPF / 19 SEER Heat Pump</td>
<td>$600</td>
</tr>
<tr>
<td><strong>COOLING</strong></td>
<td>4 CFM25 / 100 CFA</td>
<td>No change required</td>
<td>$0</td>
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<td></td>
<td>$2,260</td>
</tr>
</tbody>
</table>
Fidelity Bank
Corporate Office and Branch Case Study
Leominster, MA

Advanced Building Features
• High Efficiency T-5 Pendant Lighting
• Lighting Control Efficiency
• Reduced Lighting Power Density
• Efficient Site Lighting
• Additional Wall Insulation
• High Performance Glazing
• Efficient VAV RTUs, with ECM Motors
• Demand Control Ventilation
• Part Load HVAC Efficiency Enhancements

Funded Utility Services Support
• Early Life Cycle Cost Analysis
• Integrated Design Team Approach
• Commissioning

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
High Performance Building Design Uses 31% Less Energy

Savings Projection

Annual Energy Savings: $27,600
Additional Cost for Upgrades: $100,622
Utility Incentives: -$60,587
Net Owner Costs: $34,935

Payback with Incentives: 1.2 years ROI: 83%
Payback without Incentives: 3.7 years ROI: 27%

31% Improvement Over Code

HVAC $13,500
Lighting $7,200
Building Envelope $19,500

Savings Components ($27,600 annual savings)

Lighting Savings Summary

The lighting layout consisted mainly of T-5 pendants in open office areas, and the latest generation of recessed T-5 fixtures in the remaining areas.
Projected Lighting Savings: $7,200

<table>
<thead>
<tr>
<th>Mass Energy Code</th>
<th>Advanced Buildings Criteria</th>
<th>Total Design</th>
<th>% Reduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lighting Power Density</td>
<td>1.34 w/SF</td>
<td>0.99 w/SF</td>
<td>0.69 w/SF</td>
</tr>
</tbody>
</table>

Improved lighting quality while using less energy!
Freddie Mac Study Reveals HERS Homes Sell For More

- From the property value analysis, HERS rated homes are sold for, on average, 2.7% more than comparable unrated homes.

- Homes with lower HERS Index Scores are sold for 3-5% more than homes with higher HERS Index Scores.

https://codewatcher.us/ratings/freddie-mac-study-reveals-her-s-homes-sell-for-more/

Creating a Clean, Affordable and Resilient Energy Future for the Commonwealth
Recent Updates to Base & Stretch Code - Fall 2020

- Winter 2020 – MA moves from 2015 IECC to 2018 IECC – almost no change to residential code or stretch code – based on HERS score of 55.

So, what is new in Stretch code:

- Clarifies that 4-story multi-family will have to follow HERS or Passivehouse path (previously this only applied to 1-3 story buildings)

- HERS 55 raised to HERS 60 for new homes with heat pumps (air-source or ground-source)
  - Efficient electric heat is better for climate – incentivized to use heat pumps instead of gas or propane heating
Proposed Timeline for Building Code Changes

- Anticipate a DRAFT of new Stretch Code to be published in 2021 for public comment

- Anticipate BBRS to hold public hearings in 2021

- Goal is to have new Stretch Code ready to align with the timing of state adoption of 10th edition of building code
  - This would require a Final vote of BBRS in 2021
  - January 2022 target effective date

NOTE: If there is a Zero-Energy component, we anticipate that it will be optional

- Municipalities can vote to “opt in” to require renewables
- No vote needed for current Green Communities to maintain designation
Green Communities Contact

Lisa Sullivan—Regional Coordinator
Lisa.m.sullivan@mass.gov

Office: (508)946-2822
Cell: (617)312-4018

www.mass.gov/orgs/green-communities-division

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