

MASSACHUSETTS DEPARTMENT OF ENERGY RESOURCES

REGIONAL ENERGY PLANNING ASSISTANCE GRANT FOR 2022-2023

MEMORANDUM OF UNDERSTANDING BETWEEN

Cape Light Compact (Compact) and the Town of Chilmark (Town) for regional energy planning assistance. The Town hereby agrees to work with the Compact on the following scope of work (as marked) with financial assistance provided to the Compact by the Massachusetts Department of Energy Resources (DOER) through their Regional Energy Planning Assistance (REPA) grant.

PREPARE TO BECOME A GREEN COMMUNITY

(MAXIMUM \$7,500 PER MUNICIPALITY FOR THIS GROUP OF ACTIVITIES NOT TO EXCEED ONE HUNDRED 100 HOURS)

- Criteria #1 and #2 – Review existing by-laws and permitting; and assist in developing new by-law or amendments to existing by-laws as needed.
- Criterion #3 – Set up, review and enter data into MassEnergyInsight. Assist with preparation of the Energy Reduction Plan, including scheduling energy assessments and coordinating with municipal facility personnel.
- Criterion #4 – Drafting of fuel-efficient vehicle policy and/or assembling vehicle inventory.
- Consolidate documents in preparation for submitting Green Communities designation application.

FOR NEW AND EXISTING GREEN COMMUNITIES

(MAXIMUM \$4,000 PER MUNICIPALITY PER YEAR FOR THIS GROUP OF ACTIVITIES)

- Assist with grant application preparation – up to \$1,500 per municipality.
- Assist with Annual Report preparation – up to \$1,500 per municipality.
- Assist with incorporating **regional school districts** into existing communities' energy baselines and reduction plans for the purpose of participating in the Green Communities program – up to \$1,500 per municipality (single award only)

REGIONAL CLEAN ENERGY PLANNING/PROJECT SUPPORT

(MAXIMUM AWARD \$50,000 FOR THIS GROUP OF ACTIVITIES)

- **Capacity building** – convening **training events or workshops** that facilitate peer-to-peer learning and exchanges
- **Coordinate multi-town efforts** (e.g., alternative-fuel fleet deployment, HeatSmart/Solarize type campaigns, etc.). Projects that prioritize working with partners to engage with difficult to reach disadvantaged populations are highly encouraged.

CLEAN ENERGY PLANNING ASSISTANCE – TASKS TO BE COMPLETED THE LOCAL PLANNING AGENCY

(MAXIMUM AWARD \$12,500 PER MUNICIPALITY FOR THIS GROUP OF ACTIVITIES THAT INCLUDES THE FOLLOWING SERVICES):

- Developing a **net-zero emissions plan for municipal buildings and operations** - up to \$10,000 per municipality
- Preparing a **community greenhouse gas inventory**, including training local staff and/or volunteers to use the MAPC/DNV-GL GHG tool, or an alternative tool - up to \$3,000 per municipality.
- Preparation toward developing a **community-wide net-zero plan**, including preliminary scoping work, stakeholder surveys, community workshops, drafting scope for full plan – up to \$5,000 per municipality.

TOWN RESPONSIBILITIES

The Town agrees to provide the following to the Compact, where applicable:

- Identify a point person/people for the Town for review and coordination of applications, projects, and reports and/or access and authorization to work with applicable staff or vendors,
- Access to current town owned/leased vehicle lists (for reporting purposes) and access to any new vehicle policies,
- Access to invoices and paid receipts for approved projects (to assist with reporting and reimbursement for the Town),
- Access and authorization for MassEnergyInsight on behalf of the Town,
- Access to fuel bills (propane, oil, diesel and gasoline) for reporting purposes,
- Access to any renewable energy data that may affect building usage (i.e. behind the meter solar), and
- Access to data on permits for as-of-right siting.

SUPPORT JUSTIFICATION

- While the Town has a commitment to Green Communities, staff are often required to attend to multiple (and competing) projects and tasks, and thus it is difficult for staff to prepare, maintain and report on required tasks for Green Communities compliance when there are conflicting priorities.
- Assistance from a regional agency can provide cost and administrative efficiencies for all of the Towns that work toward similar goals.
- With assistance, the Town can maximize its resources and continue to work on energy reductions and Green Communities priorities.

TOWN'S POINT OF CONTACT: ROBERT HANNEMANN

SIGNATURES

Signed: _____
Margaret Downey, Compact Administrator

Date: _____

Signed: _____
Timothy R. Carroll, Town Administrator, Town of Chilmark

Date: _____

Note: The grant specifies that the Chief Executive Officer should be the signatory. In some cases, this is the Town Manager or Town Administrator, but in other cases, it can be the governing body such as the Select Board.