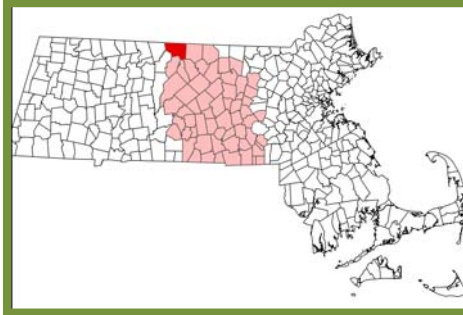


May 2010



# ROYALSTON GREEN COMMUNITIES ACTION PLAN REPORT

Prepared for:



Prepared by:  
Town of Royalston  
Franklin Regional Council of Governments

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# ROYALSTON GREEN COMMUNITIES ACTION PLAN REPORT

## INTRODUCTION

Founded in 1765, the Town of Royalston is a rural community, notable for its forests, winding roads and historic stonewalls. The Town of Royalston is located in the northwest corner of Worcester County in the North Quabbin region, bordering New Hampshire. According to the 2000 U.S. Census, the Town of Royalston is home to approximately 1,250 residents and has 526 housing units, 4% of which are vacant. This vacancy rate does not include the 60 seasonal or recreational housing units that are in Town. The median value of a single-family owner-occupied home in the community is \$113,500, which is significantly lower than the statewide median value of \$185,700.

The Town of Royalston was one of seven towns in the North Quabbin region, joined by Shutesbury, to partner in a regional application in 2009 to the Green Communities Planning Assistance Program. The Town of Royalston has a recently formed an Energy Committee that has met several times and is eager to begin progress towards becoming a designated Green Community. At this time, the Town has not fulfilled any of the required criteria. However, despite this challenge, a letter of commitment to work toward meeting all five criteria within one year of technical assistance award was signed by the Board of Selectmen (see Appendix B of this report). In addition to support from the Energy Committee and the Board of Selectmen, the application also demonstrated strong regional support for communities in the North Quabbin Region.

The Franklin Regional Council of Governments (FRCOG) was contracted to provide technical assistance services to the towns participating in the North Quabbin regional application. FRCOG is assisting to formulate individual town action plans in the context of a regional framework. The Action Plan contained herein focuses on the Town of Royalston and defines and documents the specific tasks necessary for the Town to complete in order to be designated a Green Community. It assigns responsibilities to accomplish these tasks to appropriate municipal boards and individuals. The implementation of this Action Plan will provide a framework for initiating community-wide dialogue on energy efficiency and clean energy goals, and developing community-wide support for the pursuit of Green Community designation.

To develop this Action Plan, the FRCOG participated in a regional meeting on the evening of September 29, 2009, for North Quabbin and neighboring communities. The purpose of this meeting was to discuss the criteria requirements, as well as provide an overview of the process and scheduling. In attendance at this meeting were community members and Energy Committee members from most of the North Quabbin towns. Representatives from community organizations, including Hands Across North Quabbin, Mount Grace Land Trust, North Quabbin Community Coalition, North Quabbin Energy and North Quabbin Green Economy Network, were also present. FRCOG staff presented an overview of the Green Communities Program and facilitated a detailed discussion about the specific criteria required to be designated a Green Community and the steps to achieve this designation.

Subsequent to the regional meeting, on February 3, 2010, the FRCOG met with the Town of Royalston officials and residents, including members of the Energy Committee, the Board of Health, the Planning

Board, the Conservation Commission, the Open Space Committee, and the Board of Selectmen, as well as the Building Inspector. Approximately thirty people attended this meeting. After an overview of the Green Communities program, the meeting focused on developing the Town's Action Plan for becoming a Green Community. Based on the information gathered, the FRCOG prepared a Draft Action Plan, which was discussed with the Town of Royalston on March 3, 2010. Final revisions were then incorporated to create the Final Action Plan Report, which was officially adopted by the Board of Selectmen on May 4, 2010 and is contained herein. Copies of agendas and sign-in sheets for each of the meetings are included in Appendix C.

The development of this Action Plan Report is a critical step in the identification of opportunities for Royalston and the North Quabbin region. This Action Plan outlines a strategy for the Town of Royalston to achieve Green Community designation through a detailed self-assessment and inventory of resources. Another critical step for the Town, as well as the other participating communities in the regional application, is to identify opportunities for regional collaboration. To facilitate collaboration among the North Quabbin communities, an additional regional meeting will be held following the development of each participating community's Action Plan. In addition to the planned regional meeting, opportunities for regional collaboration are also being discussed on an ongoing basis by the North Quabbin Energy Committee, which is comprised of several members of participating towns' Energy Committees. Most recently, the North Quabbin Energy Committee hosted a Regional Energy Committee Meeting for towns on January 25, 2010 to discuss progress to date in the region. A complement to each town's Action Plan Report, *A Strategy for Regional Collaboration in the North Quabbin Region*, will present a strategy and potential projects that can be undertaken on a regional basis to help each town achieve Green Community designation.

## GREEN COMMUNITY CRITERIA

There are five criteria that a town must meet to be designated a "Green Community" by the Massachusetts Department of Energy Resources (DOER). The criteria to qualify a municipality as a Green Community were established by Massachusetts General Law Chapter 25A Section 10, effective July 2, 2008. The following is a review of each of these criteria with a description of the progress made to date, the methodology proposed for meeting the criteria, as well as any task(s) to be completed to fulfill the Green Communities requirements. Each of these task(s) identifies steps the Town will take to fulfill the requirements, the person(s) and/or municipal boards responsible for tasks, and the timeline for completion with specific objectives and milestones. The Action Plan outlined below is also presented in a matrix format in Appendix A, for easy reference.

# 1. AS-OF-RIGHT SITING

## BACKGROUND

A town must provide for as-of-right siting of renewable or alternative energy generating facilities, renewable or alternative energy research and development (R&D) facilities, or renewable or alternative energy manufacturing facilities in designated locations. Green Communities Program guidance outlines the definitions of renewable or alternative energy as well as the requirements for research and development (R&D) and manufacturing facilities. Additionally, the Green Communities Program has identified specific types of renewable or alternative energy generation facilities that are applicable to this criterion. They are: wind turbines (minimum of 600 kW in size); single ground-mounted system of solar photovoltaics (minimum 250 kW); and/or biomass combined heat and power generation in a stand-alone building (minimum of 5 MW).

As-of-right siting refers to the allowance of a particular use, such as those described above, by right within the zoning bylaws. In short, the bylaws do not unreasonably regulate such development nor do they require a special permit, although Towns can require Site Plan Review and specific performance standards. As described in the guidance for the criterion, the as-of-right siting is only required in the location(s) designated by the community for the use(s) selected. In some cases, the placement of these uses may already be allowed by right in the current zoning bylaws for specific locations identified by the community, such as an Industrial District. In other cases, the zoning bylaws may need to be amended to allow as-of-right siting for the particular facility(ies) in the location(s) designated by the community. This may be accomplished in different ways, such as a change to the existing use table or the creation of a new zoning overlay district. Any zoning amendment would require the applicable public hearing process and Town Meeting vote, as required by the Commonwealth's Zoning Act (M.G.L. Chapter 40A). If already allowed or once enacted, the as-of-right siting will allow an individual, business, corporation or governmental entity to establish the renewable or alternative energy facility identified in a specified location selected by the community, by right and without unreasonable regulation or special permit.

## PROGRESS TO DATE

The Town does not currently have "as-of-right siting" for renewable or alternative energy generation. However, Royalston is interested in the possibility of providing it for solar and/or wind generation. Currently, the feasibility of generation within the Town is in the preliminary stages of investigation. To date, the following have been examined:

- Solar PV: The Town of Royalston is interested in providing as-of-right siting for solar PV energy generation on the Town landfill, which was closed and capped in the 1990's. Royalston would like to conduct an investigation into the feasibility of solar generation on this site.
- Wind: The FRCOG presented the Town of Royalston with a Wind Resources Map, showing areas in Town with wind speeds greater than 6 m/s (at an elevation of 70 meters above surface), the minimum wind speed suitable for generation as defined in the Green Communities criteria. This map, contained in Appendix E, shows several potential areas for wind generation and the Town will continue its preliminary investigation of these high wind areas and perform initial site

assessments (examination of roadway infrastructure, proximity to grid, and other factors) to better understand the potential for wind generation at these sites.

- **Biomass:** Biomass, in general, is presently a controversial topic in Western Massachusetts, in part due to a lack of available information regarding the long-term needs and environmental impacts of such systems. There are three proposals for large-scale biomass generation facilities (electric only) in Western Massachusetts that are currently in the permitting stage. In November 2009, DOER announced that it has selected the Manomet Center for Conservation Services of Plymouth to lead a comprehensive study of issues related to biomass sustainability and carbon emissions policy. The six-month study will also result in a “white paper” that will assist state environmental and energy officials to prepare new regulations to establish sustainability criteria for biomass facilities. Until this and other information becomes available, the Town of Royalston will wait to consider biomass generation.

The Town of Royalston does not currently have “as-of-right” siting in place for renewable or alternative energy manufacturing facilities nor alternative and renewable energy research & development (R&D) facilities. The Town does allow light industry (less than 10,000 square feet) and research operations in its Residential (R) and Rural Residential & Agricultural (RRA) Districts with Site Plan Review, but the Town’s zoning bylaws describe the Site Plan Approval as a Special Permit process. As a result of the Special Permit requirement, these zoning provisions do not currently fulfill Criterion 1. The Town will need to amend its Zoning Bylaws to eliminate the Special Permit requirement for Site Plan Approval for renewable and alternative energy uses. The Town will also need to obtain a letter from Municipal Counsel to make it explicitly stated that “renewable or alternative energy” facilities are allowed as-of-right in the R and RRA Districts (see Appendix D for a Royalston Zoning Map). The Town would also like to consider a solar PV overlay district to encourage renewable energy generation in certain locations in Town.

## METHODOLOGY

The following task specifically relates to meeting Criterion 1 regarding renewable or alternative energy generation. The Town will commit to consider revising the Zoning Bylaws to create a Solar Photovoltaic Generation Overlay District on the Town Landfill, and possibly other locations to be identified, to allow solar energy generation as-of-right. To achieve this, the Energy Committee will work with the Planning Board to develop a draft bylaw establishing a Solar Photovoltaic Generation Overlay District on this location. Per the Zoning Act (M.G.L. Chapter 40A), a public hearing on the proposed zoning change will need to be held by the Planning Board. A report by the Planning Board will need to be presented at Town Meeting for consideration by voters. A proposed zoning change requires a two-thirds vote of Town Meeting to be approved. Royalston will then obtain a letter from Municipal Counsel certifying that the Solar Photovoltaic Generation Overlay District meets the requirements of the Green Communities Program. Meanwhile, the Town would like to conduct a feasibility study of a large-scale, ground-mounted solar PV system on the landfill.

In terms of as-of-right siting for renewable or alternative energy manufacturing and/or R&D, the Town will consider amending its Zoning Bylaws to remove the Special Permit requirement as part of its Site Plan Approval specifically for renewable or alternative energy manufacturing and/or R&D, thus making

those uses by right. If these zoning changes occur, the Town will obtain a letter from Municipal Counsel certifying that: (a) manufacturing and R&D for renewable and alternative energy is permitted as-of-right; (b) the zoning bylaw or ordinance clearly allows the construction of facilities that will engage in “renewable or alternative” energy manufacturing and R&D; and (c) local zoning provides a realistic opportunity (land is available for the construction of facilities totaling 50,000 square feet or larger) to construct renewable or alternative energy manufacturing and/or R&D facilities.

Certain industrial uses are permitted with Site Plan Approval in existing and new buildings in the R and RRA zoning districts, per Section IV of the Royalston Zoning Bylaws, Use Regulations. Those permitted uses include Research Operations and Light Industry. Specifically, the Light Industry use must be equal to or less than 10,000 square feet of building area and is defined as:

“a manufacturing, processing, assembly, packaging, or other industrial operation without limit as to category or product, provided that the operation:

- a) Shall not require municipal sewerage in order to comply with the Massachusetts Department of Environmental Quality Engineering’s (note: now Dept. of Env. Protection) regulations,
- b) Shall not generate more than 20 gallons of wastewater per employee per day,
- c) Shall be operated using electric power only,
- d) Shall be completely enclosed within a building or buildings and shall show no external signs of operation.”

If the Zoning Bylaws are revised to remove the Special Permit requirement for renewable or alternative energy manufacturing and/or R&D uses in the R and RRA districts, the Town is interested in maintaining Site Plan Review and creating Performance Standards for these uses.

## **TASK(S)**

### **Task 1-A**

- **Task:** The Planning Board and Energy Committee will work together to revise the Zoning Bylaws and regulations to include a “Solar Photovoltaic Generation Overlay District” for the Town Landfill and other appropriate locations that would allow solar power generation “as-of-right.”
- **Timeline:** December 2010
- **Responsible Party:** The Planning Board, Board of Health, Energy Committee, and Town Meeting will be responsible for this task.
- **Guidance:** DOER has provided a guide titled *Model As-of-Right Zoning Bylaw: Allowing Use of Large-Scale Ground-Mounted Solar Photovoltaic Installations*.

### **Task 1-B**

- **Task:** Continue to study the potential and feasibility for wind power generation by-right.
- **Timeline:** Long term
- **Responsible Party:** The Energy Committee, Board of Selectmen, Planning Board, and Administrative Assistant will be responsible for this task.
- **Guidance:** DOER has provided a guide titled *Model As-of-Right Zoning Ordinance or Bylaw: Allowing Use of Wind Energy Facilities*. The FRCOG has provided a Wind Resource Map and



Zoning Map; handouts on comparative wind turbine heights, Wind Turbine Basic Siting Consideration, and FAA requirements for Air Safety: Notification and Lighting.

#### **Task 1-C**

- **Task:** The Town of Royalston will obtain a letter from Town Counsel affirming compliance with Criterion 1.
- **Timeline:** The letter will be obtained by January 2011.
- **Responsible Party:** The Planning Board, Administrative Assistant, and Town Counsel will be responsible for this task.
- **Guidance:** The FRCOG has provided a sample letter for Municipal Counsel. Additionally, DOER has also provided the following guides: *Guidance – Complying with the Green Communities Act through the as-of-right siting of renewable or alternative energy research and development or manufacturing facilities.*

#### **Task 1-D**

- **Task:** The Town of Royalston will consider amending its Zoning Bylaws to remove the Special Permit requirement as part of the Site Plan Review process to allow specifically renewable/alternative energy manufacturing and/or R&D to be as-of-right. These uses would be required to undergo Site Plan Review and meet specified Performance Standards, if the Zoning Bylaws are revised.
- **Timeline:** March 2011
- **Responsible Party:** The Planning Board, Board of Selectmen, the Energy Committee, and Town Meeting will be responsible for this task.
- **Guidance:** DOER has provided the following guides: *Guidance – Complying with the Green Communities Act through the as-of-right siting of renewable or alternative energy research and development or manufacturing facilities..*

## **2. EXPEDITED PERMITTING**

### **BACKGROUND**

To qualify as a Green Community, a town must adopt an expedited application and permitting process under which renewable or alternative energy facilities may be sited within the municipality. The timeframe for permitting shall not exceed one year from the date of initial application to the date of final approval. By adopting an expedited permitting process, the municipality is committing to making *local* permitting decisions within one year. An expedited permitting process is accomplished by providing a transparent and efficient process for municipal permitting by various boards, including the Planning Board, Conservation Commission, Historic Commission, Zoning Board of Appeals, Fire Chief, and Board of Health. The result is a streamlined procedure that is efficient for municipal staff and boards to implement, and that will provide a predictable schedule for local decision making for the applicants. Once designated a Green Community, a municipality will be required to report annually on their permitting of renewable or alternative energy facilities within the designated as-of-right zoning districts to show that the Town has adhered to the 365 day requirement.

## PROGRESS TO DATE

The Town of Royalston does not currently have in place an expedited application and permitting process.

## METHODOLOGY

To fulfill the requirements of this criterion, the Town will adopt an expedited permitting process for alternative and renewable manufacturing, R&D, and/or generating facilities, if the zoning changes outlined in Criterion 1 occur. In addition, if a Solar Photovoltaic Overlay Generation District is created, solar generation would be allowed as-of-right at this location and such permitting shall not exceed 1 year from the date of initial application to the date of final approval. An expedited permitting process could also be applied to the Residential (R) and Rural Residential & Agricultural (RRA) districts if the Town decides to make the as-of-right zoning changes to those districts for light manufacturing and/or R&D.

The Town of Royalston will also consider developing and adopting a General Bylaw to create an Expedited Permitting Process for non-zoning-related Town Boards, under which permitting for renewable or alternative energy R&D facilities shall not exceed 1 year from the date of the initial application to the date of final approval. The Town will then obtain a letter from Town Counsel certifying that the Town meets DOER requirements for expedited permitting within one year. The letter will include:

- Language of the Zoning Bylaws that covers approval procedures and associated timing for the Zoning Board;
- Text of the General Bylaw that provides for a streamlined permitting process within the timeframe specified in the Bylaw; and
- A statement that nothing else within Royalston's rules and regulations precludes issuance of a permitting decision with one year.

## TASK(S)

### Task 2-A

- **Task:** The Town of Royalston will amend its Zoning Bylaws to adopt an expedited permitting process under which renewable or alternative energy generation facilities may be sited within the Solar Photovoltaic Generation Overlay District and which shall not exceed 1 year from the date of initial application to the date of final approval.
- **Timeline:** December 2010.
- **Responsible Party:** The Planning Board, Board of Selectmen, and Town Meeting will be responsible for this task.
- **Guidance:** The DOER has provided a guide titled *Guidance – Criteria 2, Expedited Permitting*.

### Task 2-B

- **Task:** If the Solar PV Generation Overlay District is created, Royalston will develop and adopt a General Bylaw to create Expedited Permitting Process for non-zoning-related Town Boards.
- **Timeline:** December 2010.
- **Responsible Party:** The Planning Board, Board of Selectmen, Town Meeting, and all municipal boards responsible for permitting will be responsible for this task.

- **Guidance:** The DOER has provided a guide titled *Guidance – Criteria 2, Expedited Permitting*.

#### **Task 2-C**

- **Task:** Obtain letter from Town Counsel affirming compliance with Criterion 2.
- **Timeline:** January 2011
- **Responsible Party:** The Planning Board, Town Counsel, and Administrative Assistant will be responsible for this task.
- **Guidance:** The DOER has provided a guide titled *Guidance – Criteria 2, Expedited Permitting*.

#### **Task 2-D**

- **Task:** Create and adopt an expedited permitting process for renewable or alternative energy manufacturing and/or R&D facilities in the R and RRA Districts, if applicable. This would require changes to the Zoning and General Bylaws.
- **Timeline:** March 2011
- **Responsible Party:** The Planning Board, Board of Selectmen, Town Meeting, and all municipal boards responsible for permitting will be responsible for this task.
- **Guidance:** The DOER has provided a guide titled *Guidance – Criteria 2, Expedited Permitting*.

## **3. ENERGY USE INVENTORY AND REDUCTION PLAN**

### **BACKGROUND**

To fulfill Criterion 3, a town must establish an energy use baseline inventory for municipal buildings, all town-owned vehicles, street and traffic lighting, and put in place a comprehensive program designed to reduce this baseline by 20% within five years of the selected baseline year. The energy use baseline inventory should be applied in the aggregate across buildings, streetlights, traffic lights and vehicles on a million British Thermal Units (MMBTU) basis. There are a number of acceptable tools for performing the inventory, including:

- **Energy Star Portfolio Manager:** This is a free energy and water consumption tracking software available on the Energy Star website. This program allows an entity to track and assess energy and water consumption within individual buildings (generally consisting of at least 5,000 square feet) as well as across numerous buildings. This program does not assess the energy consumption of vehicles, street or traffic lighting.
- **ICLEI Software:** The ICLEI software, Clean Air and Climate Protection (CACAP) Software, is a one-stop emissions management tool that calculates and tracks emissions and reductions of greenhouse gases and air pollutants. This tool is available, free of charge, to members of ICLEI and has the capacity to assess buildings and facilities, vehicle fleets, waste, wastewater treatment, employee commute, street and traffic signals, and port and airport facilities.

- MassEnergyInsight: MassEnergyInsight is an energy information system with customized electricity, natural gas and oil usage details for cities and towns across Massachusetts. This web-based tool, provided by the DOER at no cost, allows communities to establish an energy use baseline and analyze usage information for municipal buildings, street and traffic lighting as well as a vehicle fleet. In order to gain access to this program, users must participate in a training session given by DOER.

Once the energy use baseline inventory has been established, the community must develop a comprehensive reduction plan to decrease energy consumption by 20% consisting of a number of key components which would enable a municipality to establish energy reduction goals and develop a structure to meet those goals over a five year time frame.

## PROGRESS TO DATE

The Town of Royalston has not performed an energy audit.

## METHODOLOGY

DOER has completed its first round of the Energy Audit Program and is currently performing audits for second round communities. Following is a description of the audit program:

- DOER Energy Audit Program: Provides technical assistance to cities, towns, regional school districts and wastewater/water treatment districts to identify capital improvements that help cut energy costs. All municipal structures in cities, towns and regional school districts as well as wastewater/water treatment plants are eligible for assistance if they are owned and occupied by the municipality and there are no plans to close or dispose of the building within the next ten years. The energy audit provides each project participant with a list of energy conservation projects, their costs and estimated energy savings<sup>1</sup>.

The application period for round two communities is currently closed; therefore, the Town of Royalston will apply for the third round of the Energy Audit Program applications. Third round Energy Audit Program applications are not expected to become available until the Winter of 2010-2011. While this is a valuable resource for the Town of Royalston, the timing unfortunately falls outside of the one year Action Plan implementation timeline identified herein.

Recognizing the immediate need to begin development of the Town's energy use baseline inventory, representatives of the Town of Royalston attended a required training on February 17, 2010 to gain access to the free MassEnergyInsight program. The baseline inventory shall include all the components required in the criteria guidelines (municipal buildings, street and traffic lighting, and all town-owned vehicles). Establishing the energy use baseline is critical to meeting Criterion 3 and can be completed by the Town itself. However, to identify the appropriate actions needed to reduce this energy baseline, the Town will need to obtain professional input. To do so, the Town will try to participate in the DOER Energy Audit Program. If this is not possible due to timing constraints, the Town will consider hiring an auditor or

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<sup>1</sup> DOER, Energy Audit Program (EAP) Grants for Energy Audits: [www.mass.gov/Eoea/docs/doer/pub\\_info/ea-pon-announce-121108.pdf](http://www.mass.gov/Eoea/docs/doer/pub_info/ea-pon-announce-121108.pdf)>

participate in an ESCO program either on an individual basis or regionally, if offered through its regional planning agency.

An ESCO (“Energy Saving Performance Company”) Performance Contracting Program is a turnkey program whereby private energy audit companies undertake the study, design, and installation of conservation measures to upgrade existing Town facilities’ building systems at no up-front cost to the community. The audit company performs an in-depth energy audit and identifies energy savings measures that can be taken on those facilities. The work that is contracted by the Town will be paid for out of the energy savings, so there will not be any up-front costs to the Town. Additionally, the savings are guaranteed, by the energy audit company, to cover the costs of the improvements.

The Town would prefer to participate in a formal energy audit, either through: the DOER Energy Audit Program, hiring an independent energy auditor, or through an ESCO program to help establish the baseline energy use. However, if this is not possible, the Town will complete a baseline inventory for municipal buildings, street and traffic lighting, and vehicles using the MassEnergyInsight program.

Upon the completion of the baseline inventory, preferably completed through a professional energy audit, the Town will put in place a comprehensive program designed to reduce the baseline by 20 percent within 5 years of the selected baseline year. In general, the comprehensive program should include the following elements:

- Overview of short and long term goals.
- Action plan – getting to 20%
  - Prioritized list of strategies to reduce fossil fuel usage;
  - Resources and financial incentives; and
  - Program Management Plan for implementation, monitoring and oversight.

## TASK(S)

### Task 3-A

- **Task:** A municipal official and/or member of the Energy Committee will attend a MassEnergyInsight training session or Webinar hosted by the DOER.
- **Timeline:** A member of the Energy Committee attended a training on February 17, 2010.
- **Responsible Party:** The Energy Committee, Administrative Assistant, and Board of Selectmen will be responsible for this task.
- **Guidance:** The DOER will announce training sessions as they become available.

### Task 3-B

- **Task:** Complete a professional energy audit for municipal buildings, street and traffic lighting, and vehicles either through the DOER Energy Audit Program, hiring an independent energy auditor, or through an ESCO program.
- **Timeline:** The energy audit will be completed by January 2011.
- **Responsible Party:** The Energy Committee, the Board of Selectmen, and Administrative Assistant, will be responsible for this task.

- **Guidance:** The DOER has also provided a guide titled *Guidance - Criteria 3, Energy Use Baseline, and Sample Energy Reduction Action Plan Outline*.

#### **Task 3-C**

- **Task:** Complete a baseline inventory for municipal buildings, street and traffic lighting, and vehicles.
- **Timeline:** The baseline energy use inventory will be completed by October 2010.
- **Responsible Party:** The Energy Committee, the Board of Selectmen, and Administrative Assistant, will be responsible for this task assisted, if possible, by a formal energy audit.
- **Guidance:** The DOER has also provided a guide titled *Guidance - Criteria 3, Energy Use Baseline, and Sample Energy Reduction Action Plan Outline*.

#### **Task 3-D**

- **Task:** The Town will develop a comprehensive program designed to reduce energy use by 20 percent within 5 years of selected baseline year.
- **Timeline:** The comprehensive plan will be completed by March 2011.
- **Responsible Party:** The Energy Committee and the Board of Selectmen will be responsible for this task.
- **Guidance:** The DOER has provided a guide titled *Guidance - Criteria 3, Energy Use Baseline, and Sample Energy Reduction Action Plan Outline*.

## **4. POLICY TO PURCHASE ONLY FUEL-EFFICIENT VEHICLES**

### **BACKGROUND**

To qualify as a Green Community, the Town must enact a policy to purchase only fuel-efficient vehicles for municipal use, whenever such vehicles are commercially available and practicable. The purpose behind this criterion is to reduce carbon dioxide emissions by municipal vehicles, which has a positive impact on the environment and results in costs savings for the municipality. Exempt from this policy are department of public works trucks, police cruisers, fire trucks and school buses. Communities that do not have any non-exempt vehicles that would apply to this criterion must adopt alternate Transportation Demand Management (TDM) policies to support fuel efficiency, such as policies that encourage municipal employees to utilize alternate transportation modes (for example, bicycle, transit) or carpooling.

### **PROGRESS TO DATE**

The Town does not have a formal purchasing policy to this effect as the Town does not currently have any non-exempt vehicles.

### **METHODOLOGY**

The Town of Royalston does not have a fleet of vehicles which are non-exempt. To meet this criterion, the Town will adopt an alternate policy to support fuel efficiency. Alternate TDM policies for the Town can include: installing bike racks at municipal buildings, encouraging Town officials to carpool to

meetings, and/or implementing a telecommuting policy. The Town has also demonstrated interest in purchasing fuel-efficient vehicles in the future. The Town will consider adopting a formal purchasing policy for municipal vehicles.

## TASK(S)

### Task 4-A

- **Task:** The Town will adopt a policy of TDM strategies.
- **Timeline:** The policy will be adopted by September 2010.
- **Responsible Party:** The Energy Committee, in coordination with the Board of Selectmen, will be responsible for this task.
- **Guidance:** The DOER has also provided the following guides titled *Guidance - Criteria 4, Fuel efficient Vehicles*, and *Fuel Efficient Vehicles for Green Communities*.

### Task 4-B

- **Task:** The Town will consider adopting a formal fuel-efficient vehicle purchasing policy for future purchases of non-exempt municipal vehicles.
- **Timeline:** The policy will be adopted by March 2011.
- **Responsible Party:** The Energy Committee, in coordination with the Board of Selectmen, will be responsible for this task.
- **Guidance:** The DOER has also provided the following guides titled *Guidance - Criteria 4, Fuel efficient Vehicles*, and *Fuel Efficient Vehicles for Green Communities*.

## 5. MINIMIZE LIFE-CYCLE ENERGY CONSTRUCTION COSTS

### BACKGROUND

To qualify as a Green Community, the Town must require all new residential construction of more than 3,000 square feet and all 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 primary method to satisfy this criterion is to adopt the Massachusetts State Building Code's new appendix called the Stretch Energy Code (780 C.M.R. Appendix 120 AA). The Stretch Code was approved as an appendix at a meeting of the Massachusetts Board of Building Regulations and Standards (BBRS) in May 2009. Based on the International Energy Conservation Code (IECC) 2009, the purpose of the Stretch Code is "to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings." For municipalities that choose to adopt this appendix, they would meet this Green Communities Program criterion. Whereas, the Green Community guidance documents refer only to new residential construction over 3,000 square feet and all new commercial and industrial real estate construction, the Stretch Code applies to all residential buildings of any size for both new construction and redevelopment.

Another method to satisfy this criterion would be to establish an alternate policy that meets the requirements of the Green Communities Program. At this time, model policies or regulations that may be an acceptable alternative to adopting the Stretch Code are not available from DOER.

## PROGRESS TO DATE

The Town of Royalston does not currently meet this criterion.

## METHODOLOGY

The Town of Royalston is planning to approach the adoption of the Stretch Code by first becoming familiar with its requirements and the new Massachusetts building code, effective January 1, 2010. Members of the Energy Committee attended a Stretch Code workshop, organized by the FRCOG, on January 14, 2010 in the Orange Town Hall. Several local and regional experts participated in the workshop to discuss the Stretch Code and answer questions about its requirements, costs, and other concerns. Information presented is available from the FRCOG and includes a copy of the presentation, several handouts as well as a video of a later session, held in Greenfield on January 21, 2010. In addition to the workshop, a free training program for building inspectors is offered by the Board of Building Regulations and Standards (BBRS) and DOER on the MA state energy code. The Royalston Building Inspector attended the first training session of the training program on January 26, 2010 and will be attending the second session in March 2010. Following this information-gathering process, the Town will hold a Public Hearing to address the topic of the Stretch Code. The Board of Selectmen will then consider bringing adoption of the Stretch Code to Town Meeting in the manner prescribed by law.

## TASK(S)

### Task 5-A

- **Task:** The Board of Selectmen and other interested stakeholders will review materials from the Stretch Code workshops organized by the FRCOG to learn more.
- **Timeline:** March 2010. The Energy Committee attended the FRCOG workshop on January 14, 2010.
- **Responsible Party:** The Board of Selectmen and the Building Inspector will also be responsible for this task.
- **Guidance:** A webinar is available on the DOER website titled *MA Stretch Appendix and Building Energy Codes* which provides an overview of the Stretch Code. Additionally, the FRCOG provided a DVD and hard copies of the Stretch Code Workshop Presentation and handouts to the Energy Committee and Board of Selectmen.

### Task 5-B

- **Task:** The Building Inspector will attend the free Building Inspector Training on the *MA Stretch Appendix and Building Energy Codes*.
- **Timeline:** The Building Inspector attended the first free training program on January 26, 2010 and will be attending the second session in March 2010.
- **Responsible Party:** The Building Inspector will be responsible for this task.
- **Guidance:** A webinar is available on the DOER website titled *MA Stretch Appendix and Building Energy Codes* which provides an overview of the Stretch Code. Additionally, the FRCOG



provided a DVD and hard copies of the Stretch Code Workshop Presentation and handouts to the Energy Committee and Board of Selectmen.

#### **Task 5-C**

- **Task:** The Board of Selectmen will hold a Public Hearing addressing the Stretch Code.
- **Timeline:** The Public Hearing will be scheduled no later than September 2010.
- **Responsible Party:** The Board of Selectmen will be responsible for this task.
- **Guidance:** A webinar is available on the DOER website titled *MA Stretch Appendix and Building Energy Codes* which provides an overview of the Stretch Code. Additionally, the FRCOG provided a DVD and hard copies of the Stretch Code Workshop Presentation and handouts to the Energy Committee and Board of Selectmen.

#### **Task 5-D**

- **Task:** The Board of Selectmen will consider bringing adoption of the Stretch Code to Town Meeting in the manner prescribed by law.
- **Timeline:** If appropriate, adoption of the Stretch Code will be voted on at a Town Meeting in October of 2010.
- **Responsible Party:** The Board of Selectmen, Building Inspector, Administrative Assistant, and Town Meeting will be responsible for this task.
- **Guidance:** None.

#### **Task 5-E**

- **Task:** In the event that the Stretch Code is either not adopted by Town Meeting or not placed on the warrant, the Board of Selectmen, in coordination with the Building Inspector, will consider adopting another standard that minimizes the life-cycle energy costs for new construction and is enforceable by the community.
- **Timeline:** A decision will be reached no later than January 2011.
- **Responsible Party:** The Board of Selectmen, in coordination with Building Inspector and the Energy Committee, will be responsible for this task.
- **Guidance:** None.

## CONCLUSIONS

The Town of Royalston has started taking steps towards improving energy efficiency in municipal buildings and is eager to do more. Though the Energy Committee is newly formed, it has already started exploring renewable energy options in the community. This Action Plan, along with strong regional support, will serve as a guide to the Town of Royalston and the Energy Committee to become a more sustainable community. A summary of tasks identified in this Action Plan to meet the requirements to become a designated Green Community is shown below as well as a timeline for each of the tasks.

This Action Plan Report presents a strategy for the Town of Royalston to achieve Green Communities designation through the identification of specific tasks. A complement to Royalston's report is a regional report, *A Strategy for Regional Collaboration in the North Quabbin Region*, that presents trends and opportunities identified in each community's Action Plans and synthesizes them into a collaborative and coordinated plan for the region. As evidenced by this Action Plan and complementary regional report, the Town of Royalston and the North Quabbin Region continue to prove their dedication to a greener and cleaner future.

## Summary of Action Items

CRITERIA	TASK REFERENCE	TASK DESCRIPTION	TIMELINE	RESPONSIBLE PARTY
1	1-A	Revise the zoning bylaws to include a "Solar Photovoltaic Generation Overlay District" for the landfill and other appropriate locations to be identified	December 2010	Planning Board (PB), Board of Health, Town Meeting, Energy Committee
	1-B	Continue to study the potential and feasibility for wind power generation by-right	Long Term	PB, Energy Committee, Board of Selectmen (BOS), Admin. Assistant
	1-C	Obtain a letter from Town Counsel affirming compliance with Criterion 1	January 2011	PB, Town Counsel, Administrative Assistant
	1-D	Consider amending Zoning Bylaws to remove the Special Permit as part of the SPR* to allow renewable/alternative energy manufacturing and/or R&D to be "as-of-right" (with SPR and Performance Standards).	March 2011	PB, BOS, Energy Committee, Town Meeting
2	2-A	Amend Zoning Bylaws to create and adopt an expedited permitting process for a Solar Photovoltaic Generation Overlay District	December 2010	PB, BOS, Town Meeting
	2-B	Develop and adopt a General Bylaw to create Expedited Permitting Process for non-zoning-related Town Boards for Solar PV Generation Overlay District	December 2010	PB, BOS, Town Meeting, other municipal permitting boards
	2-C	Obtain letter from Town Counsel affirming compliance with Criterion 2	January 2011	PB, Administrative Assistant, Town Counsel
	2-D	Consider creating and adopting an expedited permitting process for the R and RRA Districts	March 2011	PB, BOS, Town Meeting, other municipal permitting boards.
3	3-A✓	Attend a MassEnergyInsight training	February 2010	BOS, Energy Committee, Administrative Assistant
	3-B	Complete a professional energy audit for municipal buildings, street/traffic lighting, and vehicles	January 2011	BOS, Energy Committee, Administrative Assistant
	3-C	Complete a baseline inventory for municipal buildings, street/traffic lighting, and vehicles	October 2010	BOS, Energy Committee, Administrative Assistant
	3-D	Adopt a 5-year 20% energy use reduction plan	March 2011	BOS, Energy Committee
4	4-A	Adopt a policy of TDM strategies	September 2010	Energy Committee, BOS
	4-B	Consider adopting fuel-efficient vehicle purchasing policy	March 2011	Energy Committee, BOS
5	5-A✓	The Board of Selectmen and other interested stakeholders will review Stretch Code materials	March 2010	BOS, Building Inspector
	5-B✓	Attend the free Building Inspector Training on the MA state energy code	March 2010	Building Inspector
	5-C	Hold a Public Hearing addressing the Stretch Code	September 2010	BOS
	5-D	Board of Selectmen will consider bringing adoption of the Stretch Code to Town Meeting	October 2010	BOS, Building Inspector, Admin. Asst., Town Meeting
	5-E	If the Stretch Code is not adopted, consider adopting an alternative standard	January 2011	BOS, Building Inspector, Energy Committee

\* SPR = Site Plan Review. Note: A ✓ denotes a task that has been completed.

## Timeline of Action Items

Criteria	Task Ref.	Task Description	2010										2011			✓
			April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March		
1	1-A	Revise the zoning bylaws to include a “Solar Photovoltaic Generation Overlay District” for the landfill and other appropriate locations to be identified														
	1-B	Continue to study the potential for wind power generation by-right														
	1-C	Obtain a letter from Town Counsel affirming compliance with Criterion 1														
	1-D	Consider amending Zoning Bylaws to remove the Special Permit requirement as part of the SPR* to allow renewable/alternative energy manufacturing and/or R&D to be “as-of-right” (with SPR and Performance Standards)														
2	2-A	Amend Zoning Bylaws to create and adopt an expedited permitting process for a Solar Photovoltaic Generation Overlay District														
	2-B	Develop and adopt a General Bylaw to create Expedited Permitting Process for non-zoning-related Town Boards for Solar PV Generation Overlay District														
	2-C	Obtain letter from Town Counsel affirming compliance with Criterion 2														
	2-D	Consider creating and adopting an Expedited Permitting Process for the R and RRA Districts														
3	3-A	Attend a MassEnergyInsight training													✓	
	3-B	Complete a professional energy audit for municipal buildings, street/traffic lighting, and vehicles														
	3-C	Complete a baseline inventory for municipal buildings, street/traffic lighting, and vehicles														

Criteria	Task Ref.	Task Description	2010										2011			✓
			April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March		
3	3-D	Adopt a 5-year 20% energy use reduction plan														
4	4-A	Adopt a policy of TDM strategies														
	4-B	Consider adopting a fuel-efficient vehicle purchasing policy														
5	5-A	Board of Selectmen and other interested stakeholders will review Stretch Code materials													✓	
	5-B	Attend the free Building Inspector Training on the MA state energy code													✓	
	5-C	Hold a Public Hearing addressing the Stretch Code														
	5-D	Board of Selectmen will consider bringing adoption of the Stretch Code to Town Meeting														
	5-E	If the Stretch Code is not adopted, consider adopting an alternative standard														

\* SPR = Site Plan Review. Note: A ✓ denotes a task that has been completed.

# APPENDICES

**Appendix A: Action Plan Matrix**

**Appendix B: Action Plan Development Meetings**

**Appendix C: Royalston Letter of Commitment**

**Appendix D: Royalston Zoning Map**

**Appendix E: Wind Resources Map for the Town of Royalston**

## APPENDIX A: Action Plan Matrix

Appendix A  
Town of Royalston Action Plan Matrix

CRITERIA #	GREEN COMMUNITIES CRITERIA	METHODOLOGY	TASK #	ACTION ITEM(S)	TIMELINE	RESPONSIBLE PARTY
1	<p><i>Provide for the as-of-right siting for renewable or alternative energy generating facilities, renewable or alternative energy research and development (R&amp;D) facilities, or renewable or alternative energy manufacturing facilities in designated locations.</i></p> <p>An applicant can meet this requirement by providing as-of-right siting for one of the three types of facilities described.</p>	<p>The Town will commit to consider revising the Zoning Bylaws to create a Solar Photovoltaic Generation Overlay District on the Town Landfill, and possibly other locations to be identified, to allow solar energy generation as-of-right. Per the Zoning Act (M.G.L. Chapter 40A), a public hearing on the proposed zoning change will need to be held by the Planning Board. A report by the Planning Board will need to be presented at Town Meeting for consideration by voters. A proposed zoning change requires a two-thirds vote of Town Meeting to be approved. Royalston will then obtain a letter from Municipal Counsel certifying that the Solar Photovoltaic Generation Overlay District meets the requirements of the Green Communities Program.</p> <p>In terms of “as-of-right” siting for renewable or alternative energy manufacturing and/or R&amp;D, the Town will consider amending its zoning bylaws to remove the Special Permit requirement as part of its Site Plan Approval for specifically renewable or alternative energy manufacturing and/or R&amp;D, thus making those uses by right. The Town is interested in maintaining Site Plan Review (SPR) for these uses and adding Performance Standards requirement if these uses are amended to be as-of-right.</p>	1-A	Revise the zoning bylaws to include a “Solar Photovoltaic Generation Overlay District” for the landfill, and other appropriate locations, to allow solar generation as-of-right	December 2010	Planning Board (PB), Board of Health, Town Meeting, and Energy Committee
			1-B	Continue to study the potential and feasibility for wind power generation by-right	Long term	Energy Committee, PB, Board of Selectmen (BOS), Administrative Assistant
			1-C	Obtain a letter from Town Counsel affirming compliance with Criterion 1	January 2011	PB, Town Counsel, Administrative Assistant
			1-D	Consider amending Zoning Bylaws to remove the Special Permit requirement as part of the SPR to allow renewable/alternative energy manufacturing and/or R&D to be “as-of-right” (with SPR and Performance Standards).	March 2011	PB, Energy Committee, BOS, Town Meeting
2	<p><i>Adopt an expedited application and permitting process under which these energy facilities may be sited within the municipality and which shall not exceed 1 year from the date of initial application to the date of final approval.</i></p> <p>To qualify as a Green Community, a town must adopt an expedited permitting process under which renewable or alternative energy facilities may be sited within the municipality. The timeframe for permitting shall not exceed one year from the date of initial application to the date of final approval. By adopting an expedited permitting process, the municipality is committing to making <i>local</i> permitting decisions within one year. The one year deadline will be established with a constructive grant of approval provision to encourage compliance. An expedited permitting process is accomplished by providing a transparent and efficient process for municipal permitting by various boards, including the Planning Board, Conservation Commission, Historic Commission, Zoning Board of Appeals, Fire Chief, and Board of Health. The result is a streamlined procedure that is efficient for municipal staff and boards to implement, and that will provide a predictable schedule for local decision making for the applicants.</p> <p>Municipalities must provide DOER a letter from legal counsel affirming conformance with the expedited permitting requirement .</p>	<p>To fulfill the requirements of this criterion, the Town will adopt an expedited permitting process for alternative and renewable manufacturing, R&amp;D, and/or generating facilities, if the zoning changes outlined in Criterion 1 occur. In addition, if a Solar Photovoltaic Generation Overlay District is created, solar generation would be allowed as-of-right at this location and such permitting shall not exceed 1 year from the date of initial application to the date of final approval. An expedited permitting process could also be applied to the Residential (R) and Rural Residential &amp; Agricultural (RRA) districts if the Town decides to make the as-of-right zoning changes to those districts.</p> <p>The Town of Royalston will also consider developing and adopting a General Bylaw to create an Expedited Permitting Process for non-zoning-related Town Boards, under which permitting for renewable or alternative energy R&amp;D facilities shall not exceed 1 year from the date of the initial application to the date of final approval. The Town will then obtain a letter from Town Counsel certifying that the Town meets DOER requirements for expedited permitting within one year.</p> <p>Once designated a Green Community, a municipality will be required to report annually on their permitting of renewable or alternative energy facilities within the designated as-of-right zoning districts to show that the Town has adhered to the 365 day requirement.</p>	2-A	Amend Zoning Bylaws to create and adopt an expedited permitting process for a Solar Photovoltaic Generation Overlay District	December 2010	PB, BOS, Town Meeting
			2-B	Develop and adopt a General Bylaw to create Expedited Permitting Process for non-zoning-related Town Boards for a Solar Photovoltaic Generation Overlay District	December 2010	PB, BOS, Town Meeting, other municipal permitting boards
			2-C	Obtain letter from Town Counsel affirming compliance with Criterion 2	January 2011	PB, Administrative Assistant, Town Counsel
			2-D	Consider creating and adopting an expedited permitting process for the R and RRA Districts. This would require changes to the Zoning and General Bylaws.	March 2011	PB, BOS, Town Meeting, other municipal permitting boards



CRITERIA #	GREEN COMMUNITIES CRITERIA	METHODOLOGY	TASK #	ACTION ITEM(S)	TIMELINE	RESPONSIBLE PARTY
3	<p><b><i>Establish an energy use baseline inventory for municipal buildings, vehicles, street and traffic lighting, and put in place a comprehensive program designed to reduce this baseline by 20 percent within 5 years of the selected baseline year.</i></b></p> <p>Energy use baseline is applied in the aggregate across building, street lights and vehicles on an MMBTU basis.</p>	<p>Representatives of the Town of Royalston will attend a required training session and gain access to the free MassEnergyInsight program. The baseline inventory shall include all the components required in the criteria guidelines (municipal buildings, street and traffic lighting, and all town-owned vehicles).</p> <p>Upon the completion of the baseline inventory, the Town will put in place a comprehensive program designed to reduce the baseline by 20% within 5 years of the selected baseline year. To identify the appropriate actions needed to reduce the energy baseline, the Town will participate in the DOER Energy Audit Program. However, if this is not possible due to timing constraints, the Town will consider hiring an auditor or participate in an ESCO program either on an individual basis or regionally, if offered through the regional planning agency.</p>	3-A✓	Attend a MassEnergyInsight training	February 2010	BOS, Energy Committee, Administrative Assistant
			3-B	Complete a professional energy audit for municipal buildings, street/traffic lighting, and vehicles	January 2011	BOS, Energy Committee, Administrative Assistant
			3-C	Complete a baseline inventory for municipal buildings, street/traffic lighting, and vehicles	October 2010	BOS, Energy Committee, Administrative Assistant
			3-D	Adopt a 5-year 20% energy use reduction plan	March 2011	BOS, Energy Committee
4	<p><b><i>Purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable.</i></b></p> <p>If an applicant does not have a vehicle fleet other than heavy-duty vehicles and/or police cruisers, it must propose alternative means for meeting this requirement (eg. Having in place policies and procedures that promote reduced fuel usage for the municipality). For example, carpooling incentives for municipal employees, preferred parking for employees with hybrid vehicles, bike racks at municipal buildings and incentives for employees to bike to work.</p> <p>An applicant must provide a vehicle inventory for non-exempt vehicles and a plan for replacing these vehicles with vehicles that meet the fuel efficiency ratings [outlined in the DOER Fuel Efficient Vehicles Spreadsheet].</p>	<p>The Town of Royalston does not have a fleet of vehicles which are non-exempt. To meet this criterion, the Town will adopt an alternate policy to support fuel efficiency. Alternate TDM policies for the Town can include: installing bike racks at municipal buildings, encouraging Town officials to carpool to meetings, and/or implementing a telecommuting policy. The Town has also demonstrated interest in purchasing fuel-efficient vehicles in the future. The Town will consider adopting a formal purchasing policy for municipal vehicles.</p>	4-A	Adopt a policy of TDM strategies	September 2010	Energy Committee, BOS
			4-B	Consider adopting a fuel-efficient vehicle purchasing policy	March 2011	Energy Committee, BOS
5	<p><b><i>Require all new residential construction over 3,000 square feet and all 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.</i></b></p> <p>Cities and towns can meet this requirement by adopting the new BRRS Stretch Code, the new appendix to the MA State Building Code. Should a community chose to not adopt the Stretch Code and choose to use another standard, the community must provide evidence that this alternative standard minimizes the life cycle energy costs for all new construction and is enforceable by the community.</p>	<p>The Town of Royalston is planning to approach the adoption of the Stretch Code by first becoming familiar with its requirements and the new Massachusetts building code, effective January 1, 2010. In addition to the Stretch Code workshop, organized by the FRCOG, a free training program for building inspectors is offered by the Board of Building Regulations and Standards (BBRS) and DOER on the MA state energy code. The Royalston Building Inspector will attend this training program. Following this information-gathering process, the Town will hold a Public Hearing to address the topic of the Stretch Code. The Board of Selectmen will then consider bringing adoption of the Stretch Code to Town Meeting in the manner prescribed by law.</p>	5-A✓	The Board of Selectmen and other interested stakeholders will review Stretch Code materials	March 2010	BOS, Building Inspector
			5-B✓	Attend the free Building Inspector Training on the MA state energy code	March 2010	Building Inspector
			5-C	Hold a Public Hearing addressing the Stretch Code	September 2010	BOS
			5-D	The Board of Selectmen will consider bringing adoption of the Stretch Code to Town Meeting	October 2010	BOS, Building Inspector, Town Meeting
			5-E	If the Stretch Code is not adopted, consider adopting an alternative standard	January 2011	BOS, Building Inspector, Energy Committee

A ✓ denotes a task that has been completed.

## APPENDIX B: Action Plan Development Meetings



## AGENDA

**Town of Royalston  
Energy Committee Meeting  
Royalston Town Hall  
February 3, 2010  
7:00 p.m. – 8:30 p.m.**

1. **Introductions** – Donna Caisse, Energy Committee (7:00 p.m.)
2. **Green Communities Presentation** – Pat Smith, Land Use Planner, Franklin Regional Council of Governments (FRCOG) (7:05 p.m.)
  - Becoming a Green Community
  - Green Communities Planning Assistance
  - Project Schedule
3. **Action Plan Discussion** – Pat Smith, Land Use Planner, FRCOG, and Megan Rhodes, Transportation and Land Use Planner, FRCOG (7:35 p.m.)
  - Process and role of FRCOG
  - Review each criteria (current status, next steps, responsible party and timeline for each)
4. **Next Steps** – Pat Smith, Land Use Planner, FRCOG (8:25 p.m.)

# Royalston Energy Committee

February 3, 2010

## Sign-in Sheet

Please Print Clearly

Name	Affiliation	Mailing Address/ Email	Phone Number
KURT WARREN	Resident	42 N. FITZWILLIAM	249-6402
Sharon Harmon	res.	54 Butterworth Rd.	249-3040
Phil Mickey		187 Bliss Hill Rd	248 9404
Nell Vaughn		187 Bliss Hill Rd	2489404
JIM McPhee		15 STEWART ROAD	978 249 0946
Ken Lively		P.O. Box 116	978-249-2705
PAUL MONTERO		P.O. Box 20	978-249-5879
Aaron Ellison		63 N.E. Fitzwilliam Rd	249 6771
Stephen Chase		PO Box 40	249-0358
GEORGE NORTHROP		Box 119	249-4407
Thomas G. Muro		122 N. FITZWILLIAM RD	978-249-9633
Phil Rabinowitz		53 Athol Rd.	249-4422
Tony Cooper		107 N. Fitzwilliam Rd	249 9776
Kathy Morris		25 Prospect Hill Rd	249-4260
Jim [Signature]		25 PROSPECT HILL RD	4260
Philip Leber		P.O. Box 102	249-9410
CURTIS DEVENEAU		29 STONE ROAD	249-5838
Carolee Kiely		193 Bliss Hill Rd	7568
Roberta Newman		121 Athol Rd.	978-249-6679
Geoffrey Neuber		60 N. Fitzwilliam Rd	249-0127
Kate Collins		46 Taft Hill Rd	249-4407

email george 01368@yahoo.com



## **AGENDA**

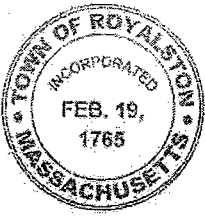
**Town of Royalston  
Energy Committee Meeting  
Royalston Town Hall  
March 3, 2010  
7:00 p.m. – 8:30 p.m.**

1. **Introductions** – Donna Caisse, Energy Committee (7:00 p.m.)
2. **Draft Action Plan Review** – Pat Smith, Land Use Planner, FRCOG, and Megan Rhodes, Transportation and Land Use Planner, FRCOG (7:05 p.m.)
  - Process and role of FRCOG
  - Review each criteria (current status, next steps, responsible party and timeline for each)
3. **Next Steps** – Pat Smith, Land Use Planner, FRCOG (8:05 p.m.)

*Please Print Clearly*

[illegible]

## APPENDIX C: Royalston Letter of Commitment



## Town of Royalston

Office of the Selectmen

PO Box 125

13 On The Common

Royalston, Massachusetts 01368

Mr. Mark Sylvia  
Director  
Green Communities Division  
Massachusetts Department of Energy Resources  
100 Cambridge Street, Suite 1020, Boston, MA 02114

### Letter of Commitment

The Town of Royalston is a signatory to an inter-local agreement dated July 21, 2009, to be a joint applicant with other towns of the North Quabbin in a regional application for planning assistance to meet five criteria for designation as a "Green Community" in accordance with the Green Communities Act signed into law in July 2008.

While the inter-local agreement states that it serves as a joint letter of commitment to meet all five criteria within one year of technical assistance award, this serves as an individual letter of commitment from the Town of Royalston to the Commonwealth to meet all five criteria within one year of technical assistance award.

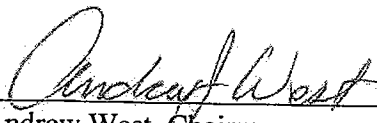
The status of criteria met for designation as a "Green Community" in accordance with the Green Communities Act of 2008 is as documented in the application. The Town affirms that it has established an energy committee to address the energy issue.

The Town of Royalston agrees to participate fully with the consultants assigned and to provide information and documents requested by the consultant in order to complete the assignment.

We support the Town of Orange in its role as lead regional entity for the application.

Please contact Andrew West, Chair at [awest-bos@royalston-ma.gov](mailto:awest-bos@royalston-ma.gov) for more information about this commitment by the Town of Royalston.

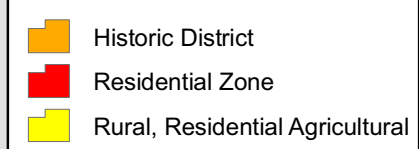
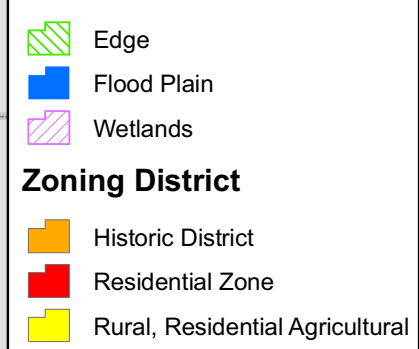
Executed by:

  
\_\_\_\_\_  
Andrew West, Chairman  
Royalston Board of Selectmen

August 13, 2009  
Date

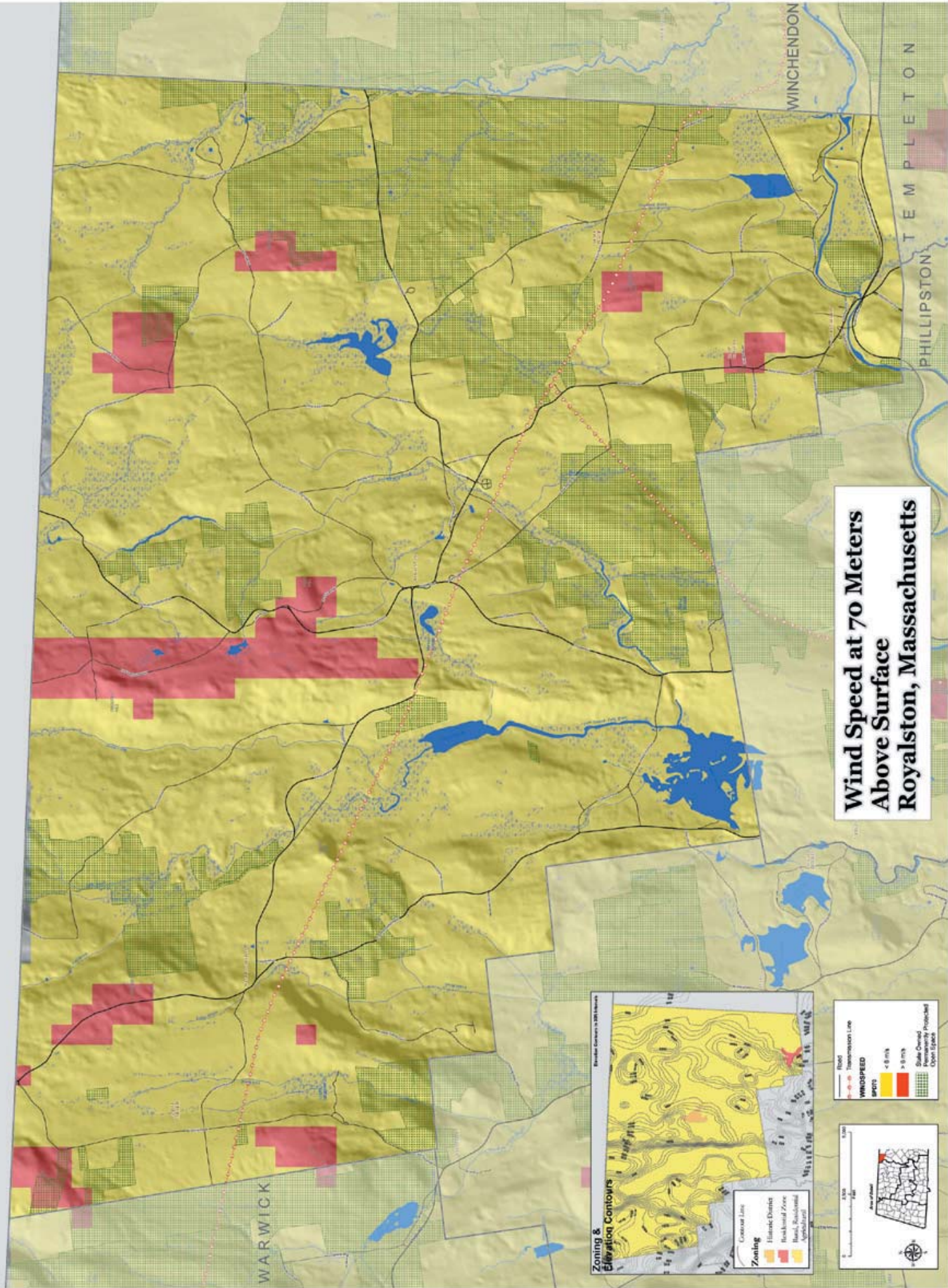


## APPENDIX D: Royalston Zoning Map



## APPENDIX E: Wind Resources Map for the Town of Royalston





# Wind Speed at 70 Meters Above Surface Royalston, Massachusetts

