



**TOWN OF WESTFORD  
TOWN MANAGER'S  
OFFICE**

TOWN HALL  
55 Main Street  
WESTFORD, MA 01886

**MEMORANDUM**

To: Select Board  
Finance Committee  
Kristen Las, Town Manager

From: Mike Edwards, Assistant Town Manager  
Dan O'Donnell, Finance Director

Subject: Article 4, Appropriate for Energy Efficiency Projects  
March 28, 2026 Annual Town Meeting

Date: February 9, 2026

Members of the Select Board and Finance Committee:

We are requesting that the Town appropriate the sum of \$30,000 from Free Cash to supplement the special article created at last year's Annual Town Meeting to fund energy-efficiency projects. The town has been working with the schools to take advantage of energy-efficiency rebates through National Grid that are offered for a limited period of time, as well as available grants.

Over the past two years, Westford has aggressively advanced municipal energy efficiency projects by taking a comprehensive, building-systems approach while leveraging alternative financing to minimize taxpayer impact. The Town has completed \$3,765,464 in projects spanning weatherization and building envelope improvements, LED lighting retrofits, electrification of a formerly oil-heated building, electrical transformer upgrades, and the installation and replacement of variable frequency drives (VFDs) to improve operational efficiency and reduce peak energy use. These investments were funded primarily through net metering credits (\$765,035), 0% interest on-bill repayment (\$1,083,451), utility incentive rebates (\$1,112,654), and grants and vendor discounts (\$448,508), resulting in just \$178,814 in upfront, out-of-pocket costs to taxpayers. Collectively, the projects are projected to save approximately 2,010,890 kWh of electricity and \$198,000 in annual energy costs during the repayment period, demonstrating a fiscally responsible strategy that delivers meaningful energy savings, reduces reliance on fossil fuels, and strengthens the Town's long-term operating budget.

It is our intention to use these funds to leverage future National Grid incentives, grants, and excess net metering credits to reinvest in additional energy efficiency projects which will continue to lead to additional operating savings. We have also been using a consultant using a state grant to help advocate for the Town's best interest when negotiating projects such as the

Blanchard solar panels or Cameron HVAC project. The grant expired in June of 2025, and this fund will help to pay for the consultant's continued services.

Having access to some funding to pay for costs not directly or immediately covered by incentives, grants, and rebates will allow us to take advantage projects as time sensitive rebates and incentives become available in order to maximize strategy of leveraging these programs. We intend to continue reinvesting savings from these projects each year to further the Town's sustainability objectives and reduce energy costs.

Sincerely,

Dan O'Donnell and Mike Edwards