



Town of Arlington  
Office of the Town Manager

Adam W. Chapdelaine  
Town Manager

730 Massachusetts Avenue  
Arlington MA 02476-4908  
Phone (781) 316-3010  
Fax (781) 316-3019  
E-mail: [achapdelaine@town.arlington.ma.us](mailto:achapdelaine@town.arlington.ma.us)

MEMORANDUM

DATE: October 2, 2018

TO: Board Members

SUBJECT: Appointment to the Clean Energy Future Committee

---

This memo is to request the Board's approval of my appointment of Shelly Dein, Arlington, MA, to the Clean Energy Future Committee, with a term expiration of 6/30/2021.

  
Town Manager

## **SUMMARY**

Demonstrated expertise in identifying and solving problems to advance sustainability projects from conceptualization through implementation. A team builder, detail-oriented, versatile and conscientious.

## **PROFESSIONAL EXPERIENCE**

### **Energy Conservation, Clean Energy, and Sustainability**

- Track and analyze municipalities' energy use. A principal author of town's Energy and CO<sub>2</sub> Emissions Reduction Plan. Coordinated efforts to approve more stringent building energy code. Prepared informational handouts. Town achieved designation and funding as Green Community.
- Negotiated City's hosting and serving as off-taker for several off-site photovoltaic arrays, generating 10.5M kWh/annually. Net Metering Credits are saving the City \$350,000 annually.
- Oversaw installation of multiple large-scale photovoltaic systems, including on 13 schools and on an affordable housing development. Prepared initial analysis of PV potential on town properties. Worked with municipalities to evaluate PV on closed landfill and school roofs.
- Evaluated feasibility of restoring a geothermal well, and secured funding for the design and installation of a geothermal heating system.
- Lead City's Climate Change Committee. Led efforts to encourage City residents to obtain energy audits and have homes evaluated for PV systems. Evaluated solar installers' proposals and developed marketing material resulting in 800+ requests for PV feasibility assessments and 270 PV contracts, and 1,000 energy audits performed through outreach program. Organized Drive Electric event to introduce residents to EVs.
- Secured energy audits, review recommendations, and secure utility rebates. Reduced municipal energy use by 35,800 MMBTUs in 4 years, and an annual savings of 4,696 metric tons of CO<sub>2</sub>.
- Work with multiple municipal departments to support resiliency and conservation. Work with local nonprofits to foster sustainability, including encouraging residents to plant trees, and promoting energy conservation measures to local businesses.
- Developed program to divert college's waste food scraps from waste stream and raise food sustainably. Organized conference addressing environmental, economic and social consequences of encouraging local food production. Developed curriculum and taught technical training program on agricultural and ecological principles and practices.
- Member of Low-Income Multifamily Energy-Efficiency Working Group that developed \$73M three-year comprehensive utility energy conservation grant program (LEAN) targeted to affordable housing sector.
- Presenter at City Council meetings including on value of LED streetlight conversion, and update on Green Communities progress.
- Compiled and organized building product information from manufacturers. Results published by John Wiley & Sons in 1,000-page reference manual, Energy-Efficient Products and Systems.

**Project Management, Analysis and Evaluation**

- Identify and secure projects' financing. Coordinate construction, relocation, and property management schedules. Oversaw compliance with multiple regulatory requirements. Monitor ongoing performance.
- Develop scope of work, prepare project descriptions, secure bids, oversee design process. Prepare contracts with consultants, monitor consultant performance and billing. Inspect construction sites and communicate progress to team members. Supervised project management and asset management staff.
- Analyzed financial, physical, maintenance and operations issues, identified remedies, and directed restructuring of programs to be more effective.

**Program Design and Development**

- Formulated and led development strategies for multiple residential housing developments involving over 575 apartments and condominiums. Overall responsibility for renovation of existing buildings, financial and zoning approval, design and construction monitoring and ongoing property management oversight.
- Prepare RFPs, develop proposal selection methodology, perform qualitative and quantitative analysis of program design and execution. Directed capital improvement plan preparation.

**Negotiation and Budgeting**

- Prepared financial proformas and affordability analyses. Prepared project-specific and divisional budgets and requisitions. Reviewed financial reports. Prepared funding applications.
- Interviewed and selected development team members, negotiated terms of participation. Evaluated requests for contract amendments. Sought and received regulatory approval and variances.
- Met with tenants, abutters, and neighborhood associations to inform them of project status and discuss their concerns. Mediated agreements with interested parties. Nurtured relationships with private developers over shared interests and partnership opportunities.

**EMPLOYMENT HISTORY**

Energy and Sustainability Director, City of Quincy, MA, 2013 – present  
Sustainability and Affordable Housing Development Consultant, 2009 – 2013  
Energy-Efficiency Manager, City of Marlborough, MA, 2011 – 2013  
Fenway Community Development Corporation, Housing Director, 2005 - 2009  
Homeowner's Rehab, Inc., Project Manager, 1994 - 2005  
Boston Citywide Land Trust, Senior Project Manager, 1990 - 1994  
Quincy-Geneva Housing Corporation, Project Manager, 1988 - 1990  
Community Economic Development Assistance Corporation, Project Manager and  
Program Administrator, 1985 - 1988  
Energyworks, Inc., Evaluator and Liaison for Consulting Department, 1981 - 1984

**OTHER RELATED EXPERIENCE**

Town of Arlington Energy Working Group Member, 2010 - present  
Sustainable Arlington Steering Committee Member, 2009 – present  
Housing Corporation of Arlington Real Estate Development Committee Member, 2000 - present

**EDUCATION**

Bachelors of International Studies, Major: Ecology and the Environment, School for International Training,  
Brattleboro, Vermont



## OFFICE OF THE SELECT BOARD

DANIEL J. DUNN, CHAIR  
DIANE M. MAHON, VICE CHAIR  
KEVIN F. GREELEY  
JOSEPH A. CURRO, JR.  
JOHN V. HURD



730 MASSACHUSETTS AVENUE  
TELEPHONE  
781-316-3020  
781-316-3029 FAX

TOWN OF ARLINGTON  
MASSACHUSETTS 02476-4908

October 1, 2018

Shelly Dein

Arlington, MA 02474

Re: Appointment: Clean Energy Future Committee

Dear Ms. Dein:

As a matter of the standard appointment procedure, the Select Board requests that you attend a meeting of the Select Board at Town Hall, Selectmen's Chambers, 2<sup>nd</sup> Floor, 730 Massachusetts Avenue, on Wednesday, October 10th at 7:15 p.m.

It is a requirement of the Select Board that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Fran or Ashley at the above number.

Thank you.

Very truly yours,  
SELECT BOARD

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka  
Board Administrator

MAK:fr