

Harvard Energy Advisory Committee
Meeting July 23, 2008 7:30 -9:30 PM
Hapgood Room, Old Library, Harvard, MA

Final Minutes and Action Items

Attendees: Lucy Wallace Forrest Hodgkins Brian Smith
Rene Roy Eric Broadbent Bill Blackwell
Pat Wenger Lorraine Leonard Ron Ricci, Peter Warren (PT)
Anita Hagspiel, National Grid

1. Comments on the 7/9/08 minutes were noted.
2. Whole Building Assessment Initiative – This is a great program designed to reduce the energy usage of businesses and municipalities. Details about the program are available on wbassess.com and brochures were handed out at the meeting. The programs are organized into Project Expeditor, Small Business Services and Whole Building Assessment. The project expeditor services are available today. The other services are determined after verifying whether the building uses greater than 200kW and if it scores high on energy intensity and low on efficiency. The high school will be the one building that falls under the Whole Building Assessment program and the scoping study will be at no charge for this one building. Once the process gets going, it will be clear as to what services are available and at what cost (if any) for each building. Anita pointed out that whatever costs National Grid does not cover could be covered under the DOER grant.
Lorraine noted that the schools are implementing a software program that shuts down the computers to save energy.
 - a. **Action** – Review and complete the Memorandum of Understanding and initiate Project Expeditor services. – L. Leonard
 - b. **Action** – Anita email a scoping study example and the web link for how the programs and services are organized.
3. Solar PPA RFP – Bill and Lorraine attended a workshop last week to learn how to write a solar PPA RFP. A meeting within Harvard was held this week to determine the feasibility of completing the RFP and meeting the 2008 deadline for funding. The conclusion was that it was not possible to complete the RFP and obtain the necessary approvals to meet the 2008 deadline. The decision was made to plan for next year assuming that the federal incentives will be renewed sometime in 2009. Although it seems far away, there are reasons to start now including the limited availability of solar panels and the delays in getting approval to connect to the utility. The system is estimated to be 130 kw and possibly another 50 kW on the elementary school.
 - a. **Action** – Continue working on the RFP. – B. Blackwell
4. Baseline – The electric usage has been completely obtained by David Fay.
5. Bromfield Boiler – The project was awarded for \$133k to Leominster Plumbing and Heating, who was the second lowest bidder. Lorraine explained that the low bidder was not considered responsible.
6. Geothermal – Rene explained that he has sent out a request to several town committees to attend an educational presentation by Water Energy about geothermal.
 - a. **Action** – Arrange a visit to the Hastings school in Westborough to review their geothermal system installed in 1996. – R. Roy
 - b. **Action** – Arrange geothermal presentation for town hall or similar room. Consider notifying a newspaper to publicize it (Lynda King). – R, Roy
 - c. **Action** – Eric to talk to Lawrence Academy and find out their experience with geothermal. – E. Broadbent
7. DOER Grant – Forrest contact Scott Durkee and determined that the application needs to be amended.
 - a. **Action** – Obtain copies of 2 utility bills for each building and submit to DOER. – F.Hodgkins
8. Google Group Web Site – Eric will continue to post committee information on this site. Please sign up if you have not yet.

Next Scheduled Meeting – August 13, 2008 7:30 PM Hapgood Room, Old Library