

## Harvard Energy Advisory Committee

Meeting December 10, 2008 7:30 -8:30 PM

Hapgood Room, Old Library, Harvard, MA

### **Final Minutes and Action Items**

Attendees: Bill Blackwell, Eric Broadbent, Patty Wenger, Forrest Hodgkins, Brian Smith, Rene Roy, David Fay, Helen Kilian, Jack Spero

1. The minutes of the 11/26/08 meeting were approved.
2. Town Baseline – David is compiling the missing pieces of information including the degree days, adding gasoline data and the Bromfield oil tank usage. The data has been adjusted for weather and building size.
  - a. **Action** – Retrieve any remaining data and perform analysis. Obtain updates to building square feet and investigate student assistance. Prepare data/analysis for discussion on 1/14/09. – D. Fay
3. National Grid Whole Building Assessment and Energy Efficiency Services – Audit report in progress. The main actions are:
  - a. Energy Profiler Online- This is a service through National Grid to provide electric usage data. David to investigate the service and recommend if it is a service at ~\$325/year that we want to obtain authorization. – D. Fay
  - b. Lighting review with Northern Energy via National Grid - Audit being planned with Mark Force. There is no cost for these audits. Northern Energy will provide previous reports.– B. Smith
  - c. Obtain student and staff anecdotal information about heating, cooling and hot water. – Helen has completed the survey, is reviewing it with her group and will obtain responses from teachers and students by beginning of Jan. – H. Kilian
  - d. Bromfield Environmental group and Bromfield Energy Awareness – The planning for Bromfield Environmental group energy day in January is ongoing. The 12/2 meeting with National Grid went well.– H. Kilian
4. Infrared Camera/Scope – Rene will take over this action from Eric.
  - a. **Action** – Test out equipment – R. Roy
5. **Action** – Patty brought up the Siemens effort from several years ago. Investigate Siemens ESCO to assess feasibility. – F. Hodgkins

#### **Outstanding Actions**

**Action** – Obtain copies of 2 utility bills for each building and submit to DOER. [DOER grant status as of 11/26 is Harvard is #7 in the group after 2/1/09] – F. Hodgkins

**Action** – Arrange geothermal presentation. – R. Roy

**Action** – Provide seasonal energy topics to newspapers (currently Harvard Press). – E. Broadbent

**Action** - Obtain sample of DOER audit report. – B. Smith

**Action** - Schedule WBA action plan meeting upon receipt of audit report. – B. Smith

**Action** - Plan communication of WBA audit report & action plan to community. - HEAC.

Next Scheduled Meeting – January 14, 2009 7:30 PM Hapgood Room, Old Library

#### **Project Schedule**

Dec 08 – Complete Town Energy Data Baseline.

Dec 08 – Complete National Grid WBA of Bromfield High School and HES

Jan 08 – Annual Report Submittal Due

Jan09 – WBA B2Q report to National Grid early Dec, National Grid report to HEAC in Jan.

Jan 09 – Quarterly Report to BOS

Q109 – Recommend Energy Policies

Q209 – Complete Town Building Audits

Q209 – Propose Solar PPA

Q309 – Complete Long Range Energy Project Plan