

Harvard Energy Advisory Committee

Meeting January 14, 2009 7:30 -8:30 PM

Hapgood Room, Old Library, Harvard, MA

Final Minutes and Action Items

Attendees: Bill Blackwell, Eric Broadbent, Brian Smith, Rene Roy, David Fay, Jack Spero

1. The minutes of the 12/10/08 meeting were approved.
2. Town Baseline – David presented his report. He has put an extensive amount of effort in the data retrieval and analysis. The most significant comments discussed were adding: a slide of Energy Cost \$ for 08 for the major buildings and the overall energy costs by year for the last 3 years and investigating whether operating hours could be integrated in the analysis.
 - a. **Action** – Update presentation and review operating hours. – D. Fay
3. National Grid Whole Building Assessment and Energy Efficiency Services – Audit report in progress. The main actions are:
 - a. Lighting Review with Northern Energy via National Grid – The lighting audit of the high school was completed in December. There will be lighting areas recommended for replacement. There will be no lighting projects for HES because there was a significant lighting project paid 100% for by the utility in 2001 (\$127k) and the lighting is up to today's standards per Northern Energy.
Action – Obtain and distribute the Bromfield report by end of January. – B. Smith
 - b. Bromfield HVAC Survey – The survey results are not complete.
Action – Complete survey and provide results by 1/23. – H. Kilian
4. HEAC Annual Report – Report draft will be sent to the committee by 1/18 and a quick review is requested.– B. Smith
5. It was noted that the waste oil burners have still not been installed at DPW. Tim Bragan has stated that he is looking into it. It was also noted that the Bromfield boilers are not up and running yet.

Outstanding Actions

Action – Obtain copies of 2 utility bills for each building and submit to DOER. Grant expected in March 09 – F. Hodgkins

Action – Arrange geothermal presentation. – R. Roy

Action - Investigate Siemens ESCO & Honeywell to assess feasibility. – F. Hodgkins

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

Action – Test out infrared camera/scope – R. Roy

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

Action - Energy Profiler Online- David to investigate this electric usage data service from National Grid and decide if we recommend it at ~\$325/year - D. Fay

Action - Bromfield Environmental group Energy Awareness Day – Provide update. H. Kilian

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 Meetings – February 11, 2009 7:30 PM Hapgood Room, Old Library

February 25, 2009 7:30 PM Hapgood Room, Old Library

Project Schedule

Jan 09 – Report on Town Energy Data Baseline

Jan 23 09 – Annual Report Submittal Due

Jan 09 – 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