

## Harvard Energy Advisory Committee

Meeting March 11, 2009 7:30 -8:30 PM

Hapgood Room, Old Library, Harvard, MA

### Final Minutes and Action Items

Attendees: Bill Blackwell, Eric Broadbent, Forrest Hodgkins, Brian Smith, Rene Roy, Helen Kilian, Jack Spero, Bob Vinci (guest)

1. The minutes of the 2/25/09 meeting were approved.
2. HES oil tank/heating system replacement
  - a. Obtain cost estimates and define options. – R. Roy, J. Spero  
Leominster Plumbing and Heating provided Mark Force with budget costs to replace the oil burners with higher efficiency (\$7k), replace with gas burners and the cost to run the pipe in the facility (\$22k) and replace with dual fuel (\$30k). The existing boilers are 20 years old with a 50 year life span.  
**Action** – Evaluate options based on tank info – R. Roy, J. Spero
  - b. Obtain original oil tank specs, if possible. – J. Spero  
There is more work to do to determine the as-built specs of the tank and determine if it is double wall and epoxy painted and if there is any cathodic protection.  
**Action** – Obtain as-built specs for oil tank. – J. Spero
3. Bromfield Lighting Proposal – Answers to previous questions were discussed.  
**a. Action:** Obtain revised proposal from Northern Energy. – B. Smith
4. Investigate Siemens ESCO & Honeywell Performance Contracting to assess feasibility. - No response from Tim Bragan per F. Hodgkins.
  - a. **Action** - Discuss feasibility with Tim Bragan – F. Hodgkins
5. National Grid Whole Building Assessment and Energy Efficiency
  - a. Bromfield HVAC Survey – working on the survey questions. Helen noted that Styrofoam is not being used at Bromfield as of mid Feb; other projects include Earth day, composting and Juno Alaska.  
**Action** – Issue survey in March – H. Kilian
  - b. **Action** – Arrange WBA audits report meeting at earliest date available – B. Smith
6. MMA seminar on weatherization scheduled for March 12, 2009 at Volunteers Hall. – all encouraged to attend – E. Broadbent
7. Building Pre-Audits – Draft Checklists were issued by David with the contact and known facility info to all.

Bromfield – B. Blackwell/H.Kilian	HES – R. Roy, J. Spero	DPW – R. Roy, J. Spero
Town Hall – E. Broadbent	Library – B. Smith	Old Library – F. Hodgkins
Police/Ambulance – D. Fay	Fire Station – D. Fay	

  - a. **Action** – Perform HEAC audits for all buildings by Mar 31. - All
8. Solar RFP – No progress
  - a. **Action** - Review changing to an RFQ with Lorraine Leonard. – B. Blackwell / E. Broadbent
9. Capital Planning Committee - The minutes from the last meeting were discussed. No energy related capital projects were discussed beyond those already identified in the initial capital plan.

#### Outstanding Actions

- Action** – DOER grant expected in April 09 – F. Hodgkins  
**Action** – Environmental Club complete Bromfield HVAC survey in Mar. – H. Kilian  
**Action** – Arrange geothermal presentation in April 09. – R. Roy  
**Action** – Provide seasonal energy topics to newspapers (currently Harvard Press). – E. Broadbent  
**Action** - Obtain sample of DOER audit report from National Grid. – 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.

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**Final Minutes and Action Items**

Next Scheduled Meetings – March 25, 2009 7:30 PM Hapgood Room, Old Library  
April 8, 2009 7:30 PM Hapgood Room, Old Library

Project Schedule

Mar 09 – Complete National Grid WBA of Bromfield High School and HES

Q109 – Recommend Energy Policies

Apr 09 – Quarterly Report to BOS

Q209 – Complete Town Building Audits

Q209 – Propose Solar PPA

Q309 – Complete Long Range Energy Project Plan