

Harvard Energy Advisory Committee

Meeting March 25, 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, Jack Spero, Pat Wenger, David Fay

Meeting Schedule: 7:30 PM Wed, April 8, 2009; Wed April 22, 2009 – Old Library – Main Floor, Children’s Room on right

Action / Topic	Meeting Discussion / Status
1. Approve minutes of last meeting.	Approved 3/11/09 minutes.
2. HES oil tank/heating system replacement a. Action – Evaluate options based on tank info – R. Roy, J. Spero b. Action – Obtain as-built specs for oil tank. – J. Spero	Rene arranged for the tank to be evaluated by Dana Howe, a technician familiar with the system. It was confirmed that it is a double wall tank and it has never leaked. The monitoring system needs to be replaced because it cannot be supported. The tank needs to be re-certified and the system calibrated. The manways should not have been covered. No as-built specs for tank were found. The tank at Bromfield was also evaluated. Action: Obtain estimate to bring tank/system to regulation by 3/1. Action: Prepare recommendation for capital plan by April 25.
3. Investigate Siemens ESCO & Honeywell Performance Contracting. a. Action – Discuss feasibility with Tim Bragan – F. Hodgkins	No contact made with Tim B. yet.
4. National Grid Whole Building Assessment – Schools a. Action – Issue Bromfield HVAC survey in March – H. Kilian b. Action – Discuss Mar 19 Audit Report Meeting/ Comments and Next Steps. Discuss any report changes. – B. Smith c. Action: Obtain revised lighting proposal from Northern Energy. – B. Smith d. Action - Plan communication of WBA audit report & action plan to community. - HEAC	Report comments: The assumptions that support the savings need to be reviewed to provide HEAC with confidence about the estimates. HEAC would also like to implement monitoring systems to document energy reduction. Program comments: Lorraine Leonard is reviewing whether scope needs to go out for bid. Preliminary – yes. Question if financing is required. Lorraine will try to talk with other schools. Is National Grid paid after work complete? This proposal will likely be presented at a Town Meeting. Action – Request assumptions made for report estimates. – B. Smith
5. Building Pre-Audits	Target is end of March with deadline of getting them done prior to DOER audits. Action – Complete reports. - All
6. Solar RFQ – a. Action - Review changing to an RFQ with Lorraine Leonard. – B. Blackwell / E. Broadbent	No progress.
7. School Conversion to Gas – Review how HEAC should evaluate and make a recommendation. - All	Limited discussion that this decision is based on the conversion cost and a prediction of future gas vs oil costs.
8. MMA Weatherization seminar Marc 12. – E. Broadbent	The seminar was informative and was recorded. Future seminars need to be publicized more.
9. DOER grant expected in April 09 – F. Hodgkins a. Action - Obtain sample of DOER audit report via NGrid. – B. Smith	A kickoff meeting is to be planned when grant is announced and a single point of contact on HEAC to be assigned.

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10. Arrange geothermal presentation in April 09. – R. Roy	Tentatively scheduled for 4/28.
11. Bromfield Environmental group Energy Awareness Day – Provide update. H. Kilian	No status reported.
12. 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	No status. Depends on recommendations from WBA report out.

Project Schedule

April 13 7 PM – Report to School Committee

Apr 09 – Quarterly Report to BOS

Q209 – Recommend Energy Policies

Q209 – Complete Town Building Audits

Q209 – Propose Solar PPA

Q309 – Complete Long Range Energy Project Plan