

## Harvard Energy Advisory Committee

Meeting June 24, 2009 7:30 -8:30 PM Children's Room, Old Library, Harvard, MA

### Final Minutes and Action Items

Attendees: Brian Smith, Rene Roy, Bill Blackwell, Forrest Hodgkins, Bob Vinci, Eric Broadbent,  
David Fay, Pat Wenger

Guest: Anita Hagspiel, National Grid; Thomas Jefferson, Superintendent of Schools

Schedule of Next Meetings: 7:30 PM Wed July 8, 2009; July 22, 2009  
Old Library – Main Floor, Children's Room on right

| Action / Topic   | Meeting Discussion / Status  |
|--|--|
| <p>Harvard Elementary School – National Grid Power to Save Program – Anita discussed the selection of Harvard's Elementary School, one of four in the state to participate in two initiatives in Fall 09 – The Energy Star Tour and the Power to Save campaign. The Power to Save campaign is an outreach initiative to teach children to save energy at school and at home and supports the National Grid Whole Building Assessment. The Energy Star Tour is an event that Harvard would host at the Elementary School in September to support an awards night and charity event (Children's Hospital) in Boston at the end of October. This event would require a team from the school, parents, Bromfield environmental club and the Energy Committee to plan and complete.</p> <p><b>Action:</b> Decide if HES will accept and participate in both initiatives. – T. Jefferson</p> <p><b>Action:</b> Review how HEAC will support both initiatives. Consider scope of work for Bromfield community service projects. Team needed to work with Anita. - All</p> |  |
| <p>1. Approve minutes of last meeting.</p>   | <p>Approved minutes from 6/10/09.</p>  |
| <p>2. HES oil tank/heating system replacement and gas conversion.</p> <p><b>a. Action:</b> Report on status. – R. Roy</p>  | <p>On schedule for pre-bid conference 6/26 and bid opening 7/2.</p> <p><b>a. Action:</b> Report on status. – R. Roy</p>  |
| <p>3. National Grid Whole Building Assessment – Schools</p> <p><b>a. Action:</b> Survey – Obtain responses. Map out room temp complaints. – H. Kilian</p> <p><b>b. Action:</b> Create summary of responses to provide to the professional energy auditors EE&amp;D and B2Q. – H. Kilian</p> <p><b>c. Action:</b> Follow-up with B2Q and finalize projects.- B. Smith</p> <p><b>d. Action:</b> Find out the issue with the Bromfield BAS software. – R. Vinci</p> <p><b>e. Action:</b> WBA approval - work with Lorraine to ensure all criteria is met – B. Smith</p>   | <p><b>a., b.</b> – no change</p> <p><b>a. Action:</b> Survey – Obtain responses. Map out room temp complaints. – H. Kilian</p> <p><b>b. Action:</b> Create summary of responses to provide to the professional energy auditors EE&amp;D and B2Q. – H. Kilian</p> <p><b>c.</b> – Reports being revised.; <b>Action:</b> Follow-up with B2Q and finalize projects.- B. Smith</p> <p><b>d. No change - Action:</b> Find out the issue with the Bromfield BAS software. – R. Vinci</p> <p><b>e.</b> Lorraine was satisfied with the plan and that projects do not have to be sent out for bid.</p> |
| <p>4. DOER Audits by EE&amp;D – Town Buildings</p> <p><b>a. Action</b> – Review Progress. Obtain comments on the schools. Audits due end of June – F. Hodgkins</p> <p><b>b. Action</b> - Review idea of solar thermal with DOER. – F, Hodgkin</p>  | <p><b>a.</b> DOER reports are being compiled.</p> <p><b>b.</b> Review solar thermal feasibility with DOER.</p>   |
| <p>5. Energy Monitoring –</p> <p><b>a. Action:</b> – Define what the needs are for an energy monitoring system. – E. Broadbent</p> <p><b>b. Action:</b> - Obtain EE&amp;D recommendation for an energy monitoring system. – F. Hodgkins</p>  | <p><b>a.</b> – No change.</p> <p><b>b.</b> – No change.</p>  |
| <p>6. Waste Oil Burners –</p> <p><b>a. Action:</b> Set up press interview with Rich Nota on waste oil burners. – E. Broadbent</p>  | <p><b>a.</b> No change.</p>  |
| <p>7. Clean Energy Choice Program - \$33,418.43 thru 3/32, program ends 6/30. Funds to be applied for between 8/1 – 11/30/09.</p>  | <p><b>a. Action</b> -Investigate uses for funding. – E, Broadbent.</p>   |
| <p>8. Energy Profiler Online- On Hold - Supposed to</p>  | <p>On Hold</p>   |

## Final Minutes and Action Items

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| be free if we proceed with recommendations from NGrid WBA.  | a. Action – Contact National Grid (Mike Neptune) to discuss how to obtain this service. – B. Vinci |
| 9. Building Pre-Audits<br><b>Action</b> – On Hold - Complete reports plan to accomplish items not covered by DOER/NGrid – All | On Hold  |

Project Schedule

? – Quarterly Report to BOS

Q309 – Recommend Energy Policies

Jun09 – Complete Town Building Audits

Q309 – Complete Long Range Energy Project Plan