

Harvard Energy Advisory Committee

Meeting July 8, 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, Helen Kilian

Schedule of Next Meetings: 7:30 PM Wed July 22, 2009; August 12, 2009
Old Library – Main Floor, Children's Room on right

Action / Topic	Meeting Discussion / Status
1. Approve minutes of last meeting.	The minutes of 6/24/09 were approved.
2. National Grid Whole Building Assessment – Schools a. Action: Survey – Obtain responses. Map out room temp complaints. – H. Kilian b. Action: Create summary of responses to provide to the professional energy auditors EE&D and B2Q. – H. Kilian c. Action: Review Revised B2Q Reports; obtain School Committee approval 7/9. - B. Smith d. Action: Find out the issue with the Bromfield BAS software. – R. Vinci	a. Helen presented the completed map with the corresponding responses suggesting certain areas to review. b. Action: Scan map and complete summary of responses to send to EED and B2Q – H. Kilian c. The information to present to the School Committee and the revised B2Q reports were discussed. Action: Obtain School Committee approval 7/9. – B. Smith d. Action: Find out the issue with the Bromfield BAS software. – R. Vinci
3. DOER Audits by EE&D – Town Buildings a. Action – Review Draft Reports – F. Hodgkins b. Action - Review idea of solar thermal with DOER. – F, Hodgkin	The DOER reports were discussed with all members needing to review in more detail. a. Action - Review and provide comments on reports to Forrest. – All b. Solar thermal was not suggested by DOER for schools or any town buildings. Action – Send reports to Mark Force and set up review meeting with EED. – F. Hodgkins
4. 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. a. Action -Investigate uses for funding. – E, Broadbent.	a. Eric discussed the program with MTC Martha Broad. Energy monitoring does not qualify for the program. Initial idea is to purchase PV solar panels for a school. Action – Prepare plan of options to submit to BOS. – E. Broadbent/B. Blackwell
5. National Grid Power to Save and Energy Star Tour Campaign a. Action: Decide if HES will accept and participate in both initiatives. – T. Jefferson b. Action: Review how HEAC will support both initiatives. Consider scope of work for Bromfield community service projects. Team needed to work with Anita. - All	a. Tom Jefferson authorized participation in the programs. b. HEAC discussed that our primary involvement is to ensure that behavioral changes are pursued in the schools to reduce energy costs. The success of the program will rely on the involvement of staff, teachers and parents with the help of National Grid.
6. HES oil tank/heating system replacement and gas conversion. a. Action: Report on status. – R. Roy	a. The bids received ranged from \$105 to \$148k, greater than the \$60k estimate. The difference was attributed to a different gas piping routing plan. Lorraine Leonard is investigating. Action: Report on status. – R. Roy
7. Waste Oil Burners – a. Action: Set up press interview with Rich Nota on waste oil burners. – E. Broadbent	a. Eric arranged for a reporter from the Press to contact Rich Nota to publicize the waste oil burners.
8. Energy Monitoring – a. Action: – Define what the needs are for an energy monitoring system. – E. Broadbent b. Action: - Obtain EE&D recommendation for an energy monitoring system. – F. Hodgkins c. Action – Contact National Grid (Mike	a. Action: – Define what the needs are for an energy monitoring system. – E. Broadbent b. No recommendation from EED. c. Bob contacted Mike Neptune and reviewed details of the Energy Profiler online service for \$312 per year and it only applies to Bromfield G3 account.

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Neptune) to discuss how to obtain the Energy Profiler Online service. – B. Vinci	Action – Bob contact Anita Hagspiel to see if this service is included with Whole Building Assessment.
9. Building Pre-Audits Action – 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

Q309 – Complete Long Range Energy Project Plan