

Harvard Energy Advisory Committee

Meeting July 22, 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, Helen Kilian

Schedule of Next Meetings: 7:30 PM Wed August 12, 2009; August 26, 2009
Old Library – Main Floor, Children's Room on right

Action / Topic	Meeting Discussion / Status
1. Approve minutes of last meeting.	The minutes of July 8, 2009 were approved.
2. National Grid Whole Building Assessment – Schools a. Action: Scan map and complete summary of responses to send to EED and B2Q – H. Kilian b. Obtain School Committee approval 7/9 (Eng Study & Bromfield Lighting). - B. Smith c. Action: Find out the issue with the Bromfield BAS software. – R. Vinci	a. Maps are loaded on the Google site. Helen will email a summary of responses for info not on the maps. Action: Email survey response summary to group. – H. Kilian b. On July 9, The School Committee approved the funding for the B2Q Engineering Study for the mechanical measures and the Northern Energy Services lighting upgrade. c. Action: Find out the issue with the Bromfield BAS software. – R. Vinci.
3. DOER Audits by EE&D – Town Buildings a. Action – Review and provide comments on reports to Forrest. – All b. Action - Send reports to Mark Force and set up review meeting with EED. – F. Hodgkins	a. Action – Review and provide comments on reports to Forrest by August 12 meeting. – All b. Forrest sent the DOER reports to all of the primary building contacts asking for review and comment. Action – Obtain DOER report comments from Town Building contacts. – F, Hodgkins
4. Clean Energy Choice Program - \$33,418.43 thru 3/31, program ends 6/30. Funds to be applied for between 8/1 – 11/30/09. a. Action – Prepare plan of options to submit to BOS. – E. Broadbent/B. Blackwell	a. Eric has discussed options with MTC; most likely use is for solar panels for Bromfield. BOS was consulted and Eric is following up to answer those questions. Eric is also finding out if the MTC consultant Cadmus needs to be involved or not. 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: Provide any updates – B. Smith	No updates.
6. HES oil tank/heating system replacement and gas conversion. a. Action: Report on status. – R. Roy	a. Contract signed on 7/22.
7. Waste Oil Burners – a. Action: Report on Rich Nota Waste Oil burner Harvard Press article status. – E. Broadbent	a. Eric meeting with reporter on 7/23.
8. Energy Monitoring – a. Action: – Define what the needs are for an energy monitoring system. – E. Broadbent b. Action – Bob contact Anita Hagspiel to see if the Energy Profiler Online service is included with Whole Building Assessment. – R. Vinci	a. No updates. Action: Investigate a commercial whole building monitoring system. – R. Vinci Action: Investigate DOER energy monitoring program information. – R. Vinci
9. Green Communities	There is a grant available for consulting to help towns meet the Green Communities designation criteria. We discussed the program, application and criteria and all agreed that Harvard should pursue this grant and take steps to achieve this designation. The primary commitment is achieve all five criteria within one year and reduce energy usage by 20% in five years after joining the program. The primary benefit is qualification

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	for state funding for energy efficiency and renewable energy projects. Action – Recommend that BOS complete and submit grant application. – B. Smith
10. 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