

Harvard Energy Advisory Committee

Meeting August 12, 2009 7:30 -8:30 PM Children's Room, Old Library, Harvard, MA

Final Minutes and Action Items

Attendees: Brian Smith, Eric Broadbent, Rene Roy

Schedule of Next Meetings: 7:30 PM Wed August 26, 2009; September 9, 2009
Old Library – Main Floor, Children's Room on right

Action / Topic	Meeting Discussion / Status
1. Approve minutes of last meeting.	Minutes of 7/22/09 were approved.
2. National Grid Whole Building Assessment – Schools a. Action: Email survey response summary to group. – H. Kilian b. Action: Find out the issue with the Bromfield BAS software. – R. Vinci c. Action – Report on school lighting and mechanical upgrades. – B. Smith	2.a – no status. 2.b – no status. 2.c – Mechanical upgrades – the MOU was not signed by Tom Jefferson yet and this needs to happen upon his return from vacation. Action: Obtain NGrid mechanical upgrade funding authorization. – B. Smith Bromfield Lighting in progress. HES Lighting – several questions were answered, now working on a few remaining questions for the auditor. Action – Resolve remaining HES Lighting questions, review with Mark Force and obtain authorization. – B Smith
3. DOER Audits by EE&D – Town Buildings a. Action – Review and provide comments on reports to Forrest by August 12 meeting. – All b. Action – Obtain DOER report comments from Town Building contacts and set up meeting with EED. – F. Hodgkins	No status
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. Action – Prepare recommendations to present to BOS. – E. Broadbent/B. Blackwell	Eric has been working on answering questions from BOS on the CEC funding and possible solar panel installation. Action – Present recommendations and options for solar panel project to BOS on 8/18/09. – E. Broadbent
5. National Grid Power to Save and Energy Star Tour Campaign a. Action: Provide any updates – B. Smith	No status
6. Misc a. HES oil tank/heating system status – R. Roy b. Waste Oil DPW article – E. Broadbent	6.a – Equipment is being procured. Pipe routing has been changed resulting in lower costs.
7. Energy Monitoring – a. Action: Investigate a commercial whole building monitoring system. – R. Vinci b. Action: Investigate DOER energy monitoring program information. – R. Vinci	No status.
8. Green Communities a. Action – Recommend that BOS complete and submit grant application. – B. Smith	Brian spoke with Ron Ricci about the application and agreed that the grant is worth pursuing. Action: Work with Ron to have application submitted by deadline of 8/14. – B. Smith
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

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Q309 – Complete Long Range Energy Project Plan