

Final Minutes and Action Items

Attendees: B. Blackwell, D. Fay, E. Broadbent, T. Clark (PT)

Action / Topic	Meeting Discussion / Status
Approve the minutes of June 23, 2010.	Approved the June 23 minutes.
Energy Retrofit Projects	
1. School Upgrades a. Action: Review incentives with National Grid and develop plan for project implementation. B. Smith	No update. Actions in progress: 1. Develop contract using B2Q standard contract as a basis. 2. B2Q to provide revised schedule. 3. Get incentive applications approved by National Grid and determine if financing available for scope outside the Town approved project. Action: Get contract and schedule agreed with B2Q and signed. Resolve NGrid issues – B. Smith
2. Town Building Lighting a. Action: Determine scope of project to be authorized when funding available in July. – B. Smith	There are seven buildings in total. Bill stated that he will need to visit Rich Nota to finalize what will be replaced at DPW and set the priority of which buildings are to be done. Old Library should be considered given usage patterns. Action: HEAC recommend project scope to Tim Bragan. – B.Smith/B. Blackwell
3. Bromfield/HES Solar Panels 5.3 kW Action: Help create contract to purchase and install panels. – B. Blackwell	The contract is complete. The contract needs to be approved by Tim Bragan and formally issued to Ostrow Electric for signature. The School Committee approved a \$5k guarantee in case the MTC grant that the installer applies for upon completion is not received. Action: Get contract approved and issued. – B. Blackwell
Energy Initiatives	
4. Green Communities a. Action: Draft plan. – E. Broadbent b. Action: Criteria 1, 2 Renewable Energy As-of-Right Siting and Expedited Permitting – prepare meeting with Tim Clark, DOER/VHB & Devens – E. Broadbent c. Action: Criteria 5 Stretch Code – Identify key allies and opponents (incl Harvard Local). Talk to schools and press. Plan second town forum. – E. Broadbent and B. Harrington d. Action – Present the plan to BOS & Town committees (e.g., Planning Board, Capital Committee, Finance Committee, ZBA) to get support. – Various e. Action – Prepare Package of Green Communities info to use to consistently communicate program. – E. Broadbent f. Action – Criteria 3 & 4 Baseline and Vehicle Inventory and Overall Project Plan – B. Smith	No progress except as noted below: 1.b – Discussion: a) E. Broadbent sent a draft plan via email, w/outreach to inform and gather public opinion. Overall plan needs further development and advocacy from other committees. Discussed asking R. Ostberg if he can play a role. b) E. Broadbent spoke w/K. Brown (WMA DOER G.C. Coordinator) re conf. call btw Harvard and DOER - agreed to proceed with just Harvard & DOER first. Tim Clark will help arrange a meeting ☐ c) E. Broadbent attended G.C. meeting in Worcester to hear other towns' approach - most have unanimous support across govt. agencies & officials. Discussed providing a synopsis to get Harvard Local involved. d) Plan for input from Cap. Planning & Town Center T.F. on project proposals for G.C. funding usage. Also speak (in plan) to larger goals of becoming G.C. Involve local advocates in this effort - E. Broadbent
5. Monitoring Research a. Action: Prepare plan for Town Hall monitoring demonstration.- D. Fay	Got the equipment to install the in the town hall breaker panel - 22 circuits - E-Monitor. Ask Peter Warren to ask Woody Woodsum to install Friday afternoon. Tim

Harvard Energy Advisory Committee

Meeting July 14, 2010 7:30 - 8:30 PM Children's Room, Old Library, Harvard, MA

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	Bragan needs to reimburse David. Action: Coordinate installation of the E-monitor at Town Hall.
6. Town Energy Policy/Plan a. Action: Obtain feedback on Energy Policy. – B. Smith	No progress. Discussed reviewing Energy Managers assumed and adoption of policy with Tim Bragan.
7. Action: Investigate energy audit of Bromfield House. – R, Roy	No progress.
8. Old Library Usage	Tim Clark brought up the usage of the Old Library as a meeting space for citizen's groups, arts & crafts, poetry, etc. Wants to submit a plan for using the building to generate revenue and letting the space be used by all kinds of groups. Start in September

Schedule of Next Meeting: 7:30 PM Wed July 28, 2010
Old Library – Main Floor, Children's Room on right