

Town of Harvard Energy Advisory Committee

BRIAN SMITH - CHAIR
 ERIC BROADBENT - VICE CHAIR
 BILL BLACKWELL
 DAVID FAY
 FORREST HODGKINS

ASSOCIATE MEMBERS: RENÉ ROY
 LIAISONS: TIM CLARK, BOARD OF SELECTMEN
 PAT WENGER, SCHOOL COMMITTEE
 KEITH CHEVERALLS, CAPITAL PLANNING

Meeting Minutes 1/26/11

Attendees: B. Smith, E. Broadbent, B. Blackwell, D. Fay, F. Hodgkins, Roy Van Cleef (guest)

| Action / Topic | Meeting Discussion/Status |
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| 1. Approve the previous meeting minutes. | None presented. |
| Energy Retrofit Projects | |
| 1. School Energy Project Updates | Bromfield Solar (B. Blackwell) – The project is delayed because Ostrow is having a structural analysis for the roof support and the interconnect permit has been resubmitted to National Grid. Solectria to help with education. PR to be planned with the school. Bromfield Mech Upgrades (B.Smith) – The final retrocommissioning and walk through is near completion. |
| 2. Town Energy Project Updates | Police Station – As part of the GC grant discussion, it was acknowledged that we need a reconciliation and more in-depth review of the issues with the HVAC and control systems to spec out a solution that will have the biggest impact on energy savings. Brian will contact B2Q and Forrest will contact EED. |
| 3. Plans for Future Energy Projects | Library Volunteer’s Hall – Brian has had discussions with Pete Jackson and B2Q to determine if a variable speed drive or demand controlled ventilation with National Grid incentives can be installed |
| Energy Initiatives | |
| 4. Green Communities Grant Application – submitted 1/21/11, BOS meeting report 1/21/11 | Eric reported that after meeting with BOS, the projects submitted in order were 1) HES mechanical upgrades 2) MSBA HES boiler and windows 3) Police Station HVAC and Boiler 4) Fire Station Boiler. All projects need to be complete in one year after grant award. Brian to expedite the formal application and determination of Ngrid incentives for the HES mechanical upgrades by B2Q. |
| 5. Energy Reduction Plan Updates | None |
| 6. Energy Monitoring Status | No update. |
| 7. Annual Town Report | The draft report was reviewed and agreed with minor corrections and will be submitted to Julie Doucet by Brian by Jan 27. |
| 8. Other Items | a. The committee voted unanimously to appoint Eric Broadbent as Vice Chair. b. The role and need of an Energy Manager was discussed. Brian to prepare a draft description of what we need for review. c. David is reviewing the energy data for all major buildings quarterly to identify trends that require further investigation. d. MBC – Eric & Forrest attended the MBC meeting. HEAC will be relied upon for help in decisions about making the |

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| | <p>building more efficient, and advocating projects and finding alternate funding.</p> <p>e. Web Site – All of the committee documents need to be transferred to the town web site and the HEAC page worked on.</p> <p>f. Shared Resources – we discussed that it would be beneficial to share resources with other towns either paid or not.</p> |
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