

Town of Harvard Energy Advisory Committee

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 KEITH CHEVERALLS, CAPITAL PLANNING

Meeting Minutes 10/27/11

Attendees: B. Smith, B. Blackwell, J. Elkind, F. Hodgkins, D. Fay, M. Force (Schools Facility Manager)

Action / Topic	Meeting Discussion/Status
Meeting minutes.	September 28, 2011 minutes were approved.
Energy Retrofit Projects	<ul style="list-style-type: none"> a. See Attachment (1) for a list of projects, status and next steps. b. Fire Station boiler – Forrest has requested the sizing calcs for the accepted bid but has not received. The consensus is that we need to proceed to purchase the boiler and get it installed asap. If we get the sizing calcs this will help our modeling efforts. c. Police Station – Brian has not been able to retrieve details on the HVAC issues involved with the lawsuit. National Grid has decided that this project is not suitable for a Whole Building Assessment. B2Q will review any other type of arrangement and incentives will be available regardless of what is selected.
Other Items	<ul style="list-style-type: none"> a. Capital Plan – The updated Schools capital plan was reviewed. The HES boiler is being replaced this year and therefore does not show up on the capital plan. The Retrocommissioning repairs list (\$35k) and the controller replacement (\$24k) projects were discussed. The B2Q priority on the repairs was reviewed. The BCM position on the replacement controllers was discussed. BCM offered an 11% discount was offered on all the repairs and controllers together. b. Schools Energy Usage – The detailed energy usage for the last four years was reviewed as reported to the School Committee on Oct 11. The HES BAS is considered necessary to bring down the heating costs. Mark Force brought up the idea of putting the lights in the Bromfield public spaces on timers via the BAS in FY14 – this would help the higher electric usage experienced. c. Energy Manager/Town Facilities position – The List of Town Buildings with the audit efforts completed and proposed was reviewed. David to identify the type of audit to be done and the estimated costs. d. HVAC Survey – The Environmental club will perform a survey after several winter months in order to compare to the results of the previous Bromfield survey and create a baseline for HES.

ENERGY COMMITTEE PROJECTS

10/27/11

Building	Project	Status Category	Status	Next Steps	HEAC Contact	Planned Complete
Funded and In Progress or Planned						
FY11						
Bromfield High School	Solar Panels - 5 kW system	In Process	Equipment procured. 5/11 - Final Drawings done. Drawing submitted to inspector for permit 5/16. 5/25 - School Committee approval not required for mounting change. 6/8 - Inspector signoff expected 6/13. 8/10 - Permit signoff complete.	2. Starting 8/17 - Titan Roofing perform roof work and Ostrow install structural roof supports and panels by 8/30. 3. Connect to electric grid. 4. Set up DAS and educational plan/curriculum. 5. Arrange PR.	Bill B	Dec-11
Town Hall	Energy Monitoring	In Process	4/27 - 5/25 - Dave Woodsum reviewed the monitoring equipment and electric panel. 5/25 - Completed circuits in Town Hall make this project more difficult than expected. 6/8 - David considers Hildreth House as best building to monitor circuits. Bromfield House would be a backup.	1. Select building and set up circuit monitors.	David F	Oct-11
FY12						
Hildreth Elementary School	Mechanical Upgrades - DCV, New BAS, Retrocommissioning	Funded (\$100k) Planned	1. Scope defined and updated in Jan 2011 by B2Q. 7/5/11 - Electric Incentives approved by Ngrid \$5850.	1. Need official confirmation of Ngrid Gas incentives via RISE Engineering. 2. Evaluate reduced scope pending incentives received.	Brian S	Q4 2011
Police Station	HVAC / EMS Upgrade	Partially Funded (\$22k); Planning	1. Determining the controls and boiler replacement changes with the largest impact and lowest cost. Investigation has included a site visit, Fitchburg Heating history review, Chief interview, B2Q site visit, EED audit. 2. Ngrid agreed verbally to a WBA evaluation.	1. Schedule walk through for B2Q to perform engineering audit. 2. Compile results of investigation by 9/3. 3. Recommend mod to GC grant proposal based on B2Q proposal.	Brian S	Q4 2012
Fire Station	Replace Boiler	Funded (\$15k) Planning	Boiler quoted for budget estimate in Dec 2010 by Fitchburg Heating. 9/14 - clarifications requested from Leominster & Croteau 6/22 Met with Fire Chief; distribution not controlled well. 8/24 - Bids discussed Leominster Plumbing & Heating, O.G. Croteau, Fitchburg Heating; Spadafore declined 9/28 - voted to recommend Croteau bid.	1. Review with new Fire Chief. 2. Review bids received. Compare offerings.	Forrest H	Q4 2011
Town Hall	Energy Study of Building Envelope	Funded (\$12.5k) Planning	Study to be integrated with design effort. 8/10 - Eric provided Building Committee with justification for Energy Modeling. 8/24 - MBC to pick OPM and will need help in Oct. for bid spec.	1. Contact Ngrid to see if work needs to be implemented first.	Eric B	Q4 2011
Bromfield High School	Gas Installation	Funded (\$30k) Planning	8/10/11 - No response from National Grid. \$8500 additional incentive expected. 9/14 - Mark Force has quote for interior design work @ Bromfield.	1. Review project with Ngrid - rates, connection, meter. 2. Review project status with Mark Force - funded in FY12.	Forrest H	Q3 2011
Town Buildings	Lighting upgrades in small buildings	Not Funded	8/24 - requested Prism to review Cemetery, Beach, Old Ambulance, Still River Fire and Hildreth House.	1. Arrange for Prism Consulting to review/audit buildings.	Bill B	Q4 2011
FY13 and Future						
Active						

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Transfer Station PV Site	Solar PV Array 250 kW min PPA		4/14 reviewed Scituate experience with Scituate DPW Director Al Bangert. Discussed landfill history with Tim Bragan. Landfill covered in early 80's prior to EPA regulations - no formal cap. 7/13 - Federal Tax Credit incentives expire if construction does not begin at end of 2011. A MassDEP Landfill Post Closure Permit is required. The first step is to set up a Pre-Application meeting with DEP	1. Determine if Solar PV can be installed on uncapped landfill without capping. 2. Layout planning process. 3. Determine DEP permits required.	Brian S	Q3 2012
Not Active						
Town Hall & Fire Station	Insulation					Q4 2011
Town Hall	HVAC System Replacement/ Insulation		Assume 20% savings on baseline energy for heat			Q3 2013
Town Hall & Fire Station	Heating Controls - TH Heat Zones; FS Door Timer & Thermostats					Q3 2011
Public Library	Recommission EMS					Q1 2013
Public Library	Volunteer Hall Fan VSD, heating system outdoor reset control					
Hildreth Elementary School	Secondary Boiler(not burner)		Pursuit of MSBA and GC funds cancelled Mar 2011		Eric B	FY12
Hildreth Elementary School	K Wing Windows		Pursuit of MSBA and GC funds cancelled Mar 2011		Eric B	FY14
Fire Station	Remaining Projects from EED Audit					
Bromfield High School	Solar PV Array Roof PPA					
Bromfield High School	Solar Thermal for Kitchen					
Hildreth House	HVAC System Replacement/ Insulation					Q3 2013
Hildreth House	Energy Audit/Blower Door					
Old Library	HVAC System Replacement/ Insulation					Q3 2013
Town Highway Building	Remaining Projects from EED Audit					FY13
Bromfield House	Energy Audit					
Pond Pump	3 Phase Power?					
Town Buildings	Energy Monitoring System		Integrate with Schools BAS interface			