

Town of Harvard Energy Advisory Committee

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 KEITH CHEVERALLS, CAPITAL PLANNING

Meeting Minutes 11/9/11

Attendees: B. Smith, B. Blackwell, E. Broadbent, J. Elkind, D. Fay

Action / Topic	Meeting Discussion/Status
Meeting minutes.	October 27, 2011 minutes were approved as amended.
Energy Retrofit Projects	<ul style="list-style-type: none"> a. See Attachment (1) for a list of projects, status and next steps. b. Police Station – Brian to issue revised report to Police Chief and B2Q. B2Q to estimate maximum cost of engineering review.
Other Items	<ul style="list-style-type: none"> a. Master Plan – HEAC Involvement – There is a portion of the Master Plan focusing on Energy/Conservation. A discussion is scheduled with the consultant on 11/11 about the opportunities with land management implications. Eric to attend. b. Energy Manager/Town Facilities position – David to identify the estimated costs for the recommended audits. c. Municipal Building Committee – Eric primary liaison for the Energy Modeling to be subsidized by NGrid. d. Eric testified 11/9 on Harvard’s experience with achieving Green Community designation at the Committee on Telecommunications, Utilities and Energy at the State House. e. It was noted that it was estimated that the Town Landfill was inactivated in 1984. f. Web Site – reminder to upload important files to the HEAC web site.

ENERGY COMMITTEE PROJECTS

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. 11/10 - Pre and Post inspection of the roof is required by Titan to honor the warranty. Cost approved by School Committee.	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 (also Main Fire Station). 12/14/11 - Only main Fire Station and Hildreth House were proposed.	1. Arrange for Prism Consulting to review/audit buildings. 2. Lighting Audit scheduled 11/10/11.	Bill B	Q4 2011
FY13 and Future						
Active						

ENERGY COMMITTEE PROJECTS

11/9/11

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			