

# Town of Harvard Energy Advisory Committee

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

ASSOCIATE MEMBERS:  
 LIAISONS:

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

## Meeting Minutes 3/23/11

Attendees: B. Smith, D. Fay, F. Hodgkins, E. Broadbent, B.Blackwell

Action / Topic	Meeting Discussion/Status
1. Approve the previous meeting minutes.	The Minutes of 2/23/11 and 3/9/11 were approved.
<b>Energy Retrofit Projects</b>	
1. School Energy Project Updates	Bromfield Solar (B. Blackwell) – waiting for structural analysis. Bromfield Mech Upgrades (B.Smith) – No change. Status report due from B2Q.
<b>Energy Initiatives</b>	
1. Green Communities Grants	a. MSBA program for grants for the HES windows and boiler – The OPM is waiting for a designer to be selected after which there will be a project meeting. Eric and David evaluating the payback of the window replacement. b. Big Belly solar trash compactor – final arrangements and drop off date to be established. c. Police Station HVAC/boiler – Schedule meeting with contractors (B2Q&Fitchburg) at Police Station to review condition of HVAC equipment and prepare proposal to DOER. d. Fire Station Boiler - review with Fire Chief.
2. Energy Monitoring Status	Town Hall – David is arranging for Dave Woodsum to attach the monitoring device to select circuits.
3. Other Items	a. Energy Manager duties – draft in process - Brian b. Shared Town Facility personnel with other towns – Find out status with Tim Bragan - Brian c. Web Site – Bill working to transfer HEAC info to Town web site. d. Town Projects – Brian to review responsibility for energy projects to be completed for GC grants with Tim Bragan. e. Solarize MA program – PV for residential installations. It was determined that the program will require a designated volunteer for public outreach to take advantage of priority for state incentives and lower equipment costs due to aggregating the purchases. f. Solar Landfill Project – Ask Tim Bragan to assess the status of the shutdown of the landfill. – B.Smith g. DPW Roof – We are trying to determine the scope of the project and if sufficient insulation will be included.