

Town of Harvard Energy Advisory Committee

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Meeting Minutes 4/11/12

Attendees: B.Smith, E. Broadbent, J. Elkind, D. Fay, F. Hodgkins, Alan Frazer (Guest)

Action / Topic	Meeting Discussion/Status
Meeting minutes.	The meeting minutes from March 14 and April 4 were approved.
Energy Retrofit Projects	<p>Four Green Community Grant Funded Projects – Projects to be completed by June 2012. Project milestones to be covered by local press.</p> <ul style="list-style-type: none"> a. Town Center Fire Station Boiler (allocated \$15k GC Project 5) – F. Hodgkins Rebates have been submitted and final cost to be determined. b. Hildreth Elementary Demand Controlled Ventilation and Building Automation System (allocated \$100k GC Project 1A) – J. Elkind The contract modification for a down payment is resolved and work is to proceed. c. Public Safety Building HVAC Upgrade (Allocated \$22k GC Project 4A) – B. Smith Expediting B2Q proposal. Expediting a boiler quote from Croteau. Re-allocate funds to replace boiler and perform B2Q analysis effort. d. Town Hall Energy Modeling Study (Allocated \$12.5k, Project OE1, includes \$8300 town funds; NGrid usually funds 50% of the \$15k study) – E. Broadbent. The energy study by GG&D is in process. <p>Other Projects</p> <ul style="list-style-type: none"> e. Bromfield Solar – An update was not discussed.
Other Items	<ul style="list-style-type: none"> a. Alan Frazer introduced himself and explained recent activity on the Finance Committee. HEAC discussed a need for ongoing funds for HEAC expenses such as energy monitoring, and conferences. b. Eric discussed the Sunshot grant program which will pay for a consultant to help uncover barriers to solar installations in Town. More research on the grant is required. c. Town and Schools Energy Manager – An energy manager for the schools was discussed. There is debate about what this role would be responsible for. We need to be clear on what Energy Manager responsibilities will be assigned to the new Town Facility Manager and what responsibilities are taken on by the Schools Facility Manager Mark Force. Brian to send Energy Responsibilities matrix to Mark Force and find out what he is doing and what the need for someone else to do. d. Solar PPA – Jim to ask Lorraine if we need to go to bid for a solar PPA. Jim to verify with SPG whether the financial model proposed is worth it. The proposal is to purchase approximately 40% of the Town's electric needs through virtual net metering. e. Residential energy audit program sponsored by Next Step Living – The concern about endorsing one company over others was discussed. David to ask Mark Lanza/ Tim Bragan to understand if there is any legal issue. Eric/Jim to discuss the BOS involvement with Tim Clark. These actions are to be completed prior to deciding to proceed.