

Town of Harvard Energy Advisory Committee

BRIAN SMITH – CHAIR
 ERIC BROADBENT – VICE CHAIR
 BILL BLACKWELL
 JIM ELKIND
 DAVID

ASSOCIATE MEMBERS:

MATT COKE
 RENÉ ROY
 FORREST HODGKINS
 TIM CLARK, BOARD OF SELECTMEN
 PAT WENGER, SCHOOL COMMITTEE
 KEITH CHEVERALLS, CAPITAL PLANNING
 ALAN FRAZER, FINANCE COMMITTEE

LIAISONS:

Meeting Minutes 7/25/12

Attendees: E. Broadbent, J. Elkind, M. Coke, F. Hodgkins, B. Blackwell
 Location: Old Library

Action / Topic	Meeting Discussion/Status
Meeting minutes.	Meeting Minutes of 6/13/12 and 7/9/12 were approved unanimously.
School Energy Project Updates	<p>a. HES Solar Panels (MTC Grants from 2009) – Bill got confirmation that the Comm Solar II rebates have been extended to Jan 25th, 2013. Upon the advice of Selectman Tim Clark, the matter has now been referred to Mark Lanza. Mark is not fully apprised of the details and the deadlines, therefore Jim suggested Bill craft an email that will help bring Mark up to speed and as a vehicle to transfer the project to someone else since Bill needs to focus on other projects. Bill will write an email to Mark L. with the relevant details. One of the critical deadlines is that Gabe and the electrical inspector have to sign off at least 6 weeks before the project can be completed, and the holidays are intervening, etc. The schedule needs to be built backwards from Jan 25 using critical milestones. Suggestion is to have language that construction start immediately in case Ostrow backs out. Question on whether we need to contact other vendors – it was decided to hold off on this until the process moves forward with Mark Lanza.</p> <p>b. HES HVAC/DCV – Jim reported that there are a couple of invoices submitted by B2Q that are pending. Jim is working with Mark on verification that work is done properly. One of the interesting aspects of the project is that the original scoping missed two RTUs, which are now part of some of the rework. This means that we need to stay on top of what is being done, and to that end Jim is getting other estimates for repairs so that we can ensure that the repair work being done is billed reasonably.</p>
Town Energy Project Updates	<p>a. Update from Eric - The MBC - now called the “Town Hall Building Committee” – is moving forward through the contract phase and then on to the Construction Document development phase over the next few months. Goal for HEAC is to ensure an efficient building through the modeling and performance testing process.</p> <p>b. Green Community Reports were filed – Eric will upload to web site</p>
Other Items	<p>a. Matt volunteered to learn the web site and assist with admin duties. Bill will send Matt credentials and Matt will assume admin duties as appropriate.</p> <p>b. “RoofTop Solar Challenge” Grant – Jim and Eric have participated in meetings and need to formulate a plan for moving the process forward in Harvard. The town received \$20K in grant funds to help us with permitting, bylaw issues, and “community solar garden” implementation. At a meeting with DOER held on 7/18/12 Jim and Eric discussed ideas including (1) streamlining the town website in terms of information and access to forms, (2) investigating town buildings for potential rooftop solar.</p> <p>c. Green Community Grant Re-purposing – Discussion We reviewed the likely leftover funds from each project. - Fire Station Boiler \$15,000 - \$11959 = \$3041, plus \$1500 rebate = \$4541 leftover</p>

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- Police Station
\$22000 which will cover costs for 2 boilers, no leftover expected
BUT we need to submit a repurposing request to allocate these funds
 - Town Hall
\$12,500 (\$8300 from town) - 8800 = \$3700 leftover
Not clear whether this will be completed as expected (with \$3700 left over) but if it is, we would potentially be able to repurpose the remaining funds without a detailed request, to help pay for the Hildreth House study, which cost the town \$6600.
 - HES
\$100,000 allocated, and we didn't do a detailed accounting of what's been spent but at the time of the Q4 report we had received 64K in invoices, and Jim was expecting several more. There will be some 10K in repairs, plus the remaining invoices, and Jim expected that there would be very little left over even after the rebate. Jim discouraged any expectation that there would be leftover funds that we would need to repurpose once the project was complete.
- The only project that we know of with an amount that will need to be repurposed, is the Fire Station Boiler. At this point, we had little energy left over to come up with any suggested projects for this funding, so Eric took it as an action item to propose some potential expenditures. Whatever is proposed needs to represent a clear energy savings for the town.