

Town of Harvard Energy Advisory Committee

BRIAN SMITH – CHAIR
 ERIC BROADBENT – VICE CHAIR
 JIM ELKIND
 DAVID FAY

ASSOCIATE MEMBERS:

 LIAISONS:

MATT COKE
 FORREST HODGKINS

 TIM CLARK, BOARD OF SELECTMEN
 BOB SULLEBARGER, SCHOOL COMMITTEE
 KEITH CHEVERALLS, CAPITAL PLANNING
 ALAN FRAZER, FINANCE COMMITTEE

Meeting Minutes 10/24/12

Attendees: B. Smith, E. Broadbent, J. Elkind
 Steve Matson (Guest), P. Wenger (PT), B. Sullebarger (PT)
 Location: Old Library 8 PM

Action / Topic	Meeting Discussion/Status
Meeting minutes.	The minutes of October 10 were approved unanimously.
School Energy Project Updates	<ul style="list-style-type: none"> a. HES Solar Panels on Gym Roof (MTC Grants from 2009) – Work is proceeding by Ostrow Electric and is on schedule to be completed by end of October. b. Bromfield BAS project – Brian to contact B2Q to state that we can only approve final payment when work is complete. – Brian discussed with B2Q that we will not sign off on any work until the work is completed. This issue may require additional discussion on how the completed work is verified. c. Capital Projects FY14 – Jim presented the options identified by B2Q for a capital project to add equipment and spaces to the new Building Automation System at HES. This proposal is separated into three separate work scopes. The first is to add air handlers, re-heat coils and exterior lighting. The second is for wireless control of the classroom unit ventilators. The third is to install night setback zones. These changes will increase energy efficiency and improve occupancy comfort. HEAC voted 3-0 to recommend this project to the Capital Committee for FY14. Jim to follow up on estimates of energy savings that will be needed to justify the projects; expected by 11/9. Brian to submit formal Capital request.
Town Energy Project Updates	<ul style="list-style-type: none"> a. Town Building Audit/Modeling – David to obtain two more quotes to meet competitive bid requirement. Guardian Energy may be one source for a quote. – Target November to obtain quotes and December to issue PO and perform work. b. Green Community Grants Projects – Eric awaiting approval of re-purpose request. c. Green Community Plan Update – Brian to create draft for committee review.
Other Items	<ul style="list-style-type: none"> a. Eric presented the successes of Harvard HEAC, Solarize and Community Solar Garden at a presentation arranged by the Mass Audubon Society. b. HEAC is requested to prepare an update to the Five Year Strategic/Capital plan and a report card for last year – overdue – Brian to complete draft. c. Sunshot Solar – no update. d. All Boards Meeting – Brian attended the meeting on Oct 24. The general process and specific deadlines were communicated for the FY14 budgeting process. Brian noted that energy savings was noted as a key factor in controlling costs.