

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
 PAT WENGER, SCHOOL COMMITTEE
 KEITH CHEVERALLS, CAPITAL PLANNING
 ALAN FRAZER, FINANCE COMMITTEE

Meeting Minutes 9/26/12

Attendees: B. Smith, E. Broadbent, J. Elkind, D. Fay
 Location: Old Library 8 PM

Action / Topic	Meeting Discussion/Status
Meeting minutes.	The minutes of September 12 were approved with comment.
School Energy Project Updates	<ul style="list-style-type: none"> a. HES Solar Panels on Gym Roof (MTC Grants from 2009) – Jim arranged the Preconstruction meeting with Ostrow Electric and School administration for Oct 5 9 am. HEAC noted that he appreciates the effort that Bill Blackwell put in to date on the project and especially how organized the work to date information he prepared which allowed Jim to get up to speed quickly. b. HES BAS Project – Installation work is complete and the repairs need to be authorized and completed. The additional cost (~\$5k) for the repairs beyond the approved project was authorized at a previous meeting as a re-purpose of Green Community funds. The remaining trend reporting is planned in November. c. Bromfield BAS project – the trend reports are done. The BAS is properly controlling the points but it was discovered that the display is wrong. B2Q wants to verify this was fixed during the HES trend reporting effort but wants to declare the Bromfield work is complete so they can obtain the Ngrid incentive. Brian to contact B2Q to state that we can only approve when work is complete. d. Capital Projects – The Superintendent Connelly and Facilities Manager (M.Force) request that HEAC work together to identify projects and their costs for the five year plan and the FY14 requests – due Oct 22. Jim to work with B2Q to identify a list of equipment at HES to add to the BAS with a priority based on energy savings. Several RTUs have been identified as highest priority. e. School Committee Presentation Sept 24 – Brian reported on presenting the annual energy use update. Overall energy use was down 22% for FY12 compared to FY11. There was a significant reduction in fuel costs adjusted for weather at Bromfield, attributed to all of the equipment upgrades. HES had a small increase in electric and fuel (adjusted for weather) and this is an area of opportunity that should be partially resolved with the new BAS system. f. Other School projects – TBS Auditorium lighting, TBS hall lights on BAS, HES and TBS weatherization. Maintenance contract to be reviewed for BAS systems to ensure maintained in proper operation. Non facility projects are: Energy curriculum for energy usage and solar, student member or project, student/staff energy reduction behavior.
Town Energy Project Updates	<ul style="list-style-type: none"> a. Fire Station boiler – rebate is finally received. b. Town Building Audit/Modeling – David to obtain two more quotes to meet competitive bid requirement. Guardian Energy may be one source for a quote. c. Green Community Grants Projects –Brian submitted the re-purpose justification for the Police station to Eric for submittal to DOER. Eric to review

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	Press coverage as required for specific projects.
Other Items	<ul style="list-style-type: none">a. Volunteer Recruiting – Brian verified that volunteers can be used on projects resulting in three levels of membership – voting, associate, and volunteer.b. HEAC is requested to prepare an update to the Five Year Strategic plan. – overdue. CPIC requests are due in October for any FY14 projects.c. Sunshot Solar – Ideas from last meeting for this grant are:<ul style="list-style-type: none">a. HES Roof – Additional Solar, Upgrade Web Site, Sunshot Coordinatord. SPG Solar – confirm procurement rules for this type of electric purchase contract – it was confirmed that a competitive bid process is not required.e. Vehicle Energy Use – first step would be to obtain logs of fueling by department and work with them to identify goals.