

# 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 1/9/13

Attendees: B. Smith, E. Broadbent, J. Elkind, D. Fay, F. Hodgkins, M. Coke  
 Steve Matson (Guest)  
 Location: Old Library 8 PM

	<b>Meeting Discussion/Status</b>
Minutes	The minutes of December 12, 2012 were approved unanimously.
New Business	<p><b>a.</b> Bromfield House Audit – The audit was completed by Guardian Energy and the report submitted to HEAC. David submitted comments to Guardian to revise the report due Jan 11. David created a draft set of HEAC recommendations to attach to the Guardian report for submittal to the School Committee. HEAC agreed with David’s recommendations and approach.</p>
School Energy Project Updates	<p><b>a.</b> HES Solar Panels on Gym Roof – The solar array is running, all utility paperwork and procedures are done. Currently working on issues with the monitoring system. Remaining items are Training, As-Built documents, pay final invoices, file grant paperwork with CEC.</p>
Town Energy Project Updates	<p><b>a.</b> Green Community Grants Projects – The Police Station Boiler repurpose request for Green Community funds was approved on Dec 20.</p> <p><b>b.</b> DOER Lighting Bulb Project – Steve and David installed new bulbs at Hildreth House, Bromfield House and the Old Library. They are waiting for the remaining bulbs to be delivered.</p>
Other Items	<p><b>a.</b> PPA Subgroup – BOS Meeting to discuss the HEAC recommendation to issue an RFP for solar net metering credits. The subgroup will need to draft an RFP. HEAC will need to decide how much electric capacity to procure. The subgroup will also need to develop a recommendation of the best pricing model.</p> <p><b>b.</b> HEAC voted unanimously (4-0) to recommend to the Board of Selectmen to appoint Steve Matson as a member of HEAC.</p>