

# Town of Harvard Energy Advisory Committee

BRIAN SMITH – CHAIR  
 ERIC BROADBENT – VICE CHAIR  
 BILL CODNER  
 JIM ELKIND  
 DAVID FAY  
 STEVE MATSON

ASSOCIATE MEMBERS:  
 STUDENT MEMBER:  
 LIAISONS:

MATT COKE  
 FORREST HODGKINS  
 SOFIA CATALINA  
 STU SKLAR, BOARD OF SELECTMEN  
 BOB SULLEBARGER, SCHOOL COMMITTEE  
 KEITH CHEVERALLS, CAPITAL PLANNING  
 ALAN FRAZER, FINANCE COMMITTEE

## Meeting Minutes 10/23/13

Attendees: B. Smith, E. Broadbent, J. Elkind, D. Fay, F. Hodgkins, S. Catalina, B. Sullebarger

Location: Old Library 8 PM

	<b>Meeting Discussion/Status</b>
Minutes	The minutes of October 9, 2013 were approved unanimously 3-0.
Strategic and Capital Planning	<ol style="list-style-type: none"> <li>1. FY15 CPIC requests:                             <ol style="list-style-type: none"> <li>a. Bromfield Weatherization</li> <li>b. Hildreth Elementary Weatherization</li> <li>c. Bromfield Hallway Lighting Controls</li> </ol>                             Guardian to provide detailed proposal and justification. Expected by 10/31.                         </li> </ol>
Town Energy Project Updates	<ol style="list-style-type: none"> <li>1. New Library – VSD project. Guardian determined that they need to add cost to their quote to connect to the existing BAS system. – expected by 10/25.</li> </ol>
Other Items	<ol style="list-style-type: none"> <li>1. PPA Subgroup – Solar Net Metering Credit Agreement – This process is ongoing. Jim confirmed that the Town can enter into a 20 year agreement without a Town Meeting. Jim proposed the idea of earmarking the credits for energy savings projects or equipment maintenance of equipment critical for minimizing energy usage.</li> <li>2. Town Facility Manager – HEAC expects to review the plans being considered to add a Facility Manager capability to Town buildings.</li> <li>3. FY13 Energy Usage Analysis – David presented a preliminary analysis of the large increase in FY13 energy usage. The initial review points to an increase in school heating usage. David is reviewing factors such as weather, occupancy, settings, equipment malfunctions and meter readings. He will discuss with Mark Force to narrow down possible causes.</li> <li>4. DOER Water Savings program – David reported that DOER has a program to purchase water saving fixtures. The deadline is Nov 8 to apply.</li> <li>5. Bromfield School Controller – Mark Force identified that a large controller failed and he is not able to cover the cost under his maintenance budget. HEAC noted that this is an important piece of equipment tied to the BAS system to manage its energy efficient operation.</li> </ol>