

# 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 10/9/13

Attendees: B. Smith, E. Broadbent, B. Codner, J. Elkind, S. Matson, S. Catalina

Location: Old Library 8 PM

	<b>Meeting Discussion/Status</b>
Minutes	The minutes of September 25, 2013 were approved unanimously.
Strategic and Capital Planning	<ol style="list-style-type: none"> <li>1. Brian submitted CPIC requests for the following on 9/27/13:                             <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.                         </li> <li>2. Town Energy Data – David has confirmed that all FY13 data is entered into Mass Energy Insight. He reported there is a substantial increase mainly due to an increase in heating the school buildings, based on a preliminary analysis. He will continue the analysis and look for data errors, weather normalizations, operating schedules, etc.</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. – not received.</li> </ol>
Other Items	<ol style="list-style-type: none"> <li>1. PPA Subgroup – Solar Net Metering Credit Agreement – There have been no responses to the RFP. HEAC reviewed a solar net metering agreement proposal from Soltus provided by Bay State Consultants. The installation is at Brimfield MA. Jim will confirm that the Town can enter into a 20 year agreement without Town Meeting approval. HEAC voted unanimously 6-0 to “Recommend to the BOS to enter into a Net Metering Credit Purchase Agreement for a maximum of 1,000,000 kWhr/year”. This will allow the subcommittee to take the necessary action and request legal review of the document in a timely manner take advantage of this proposal or any others.</li> <li>2. Town Facility Manager – we discussed efforts by Stu Sklar to add responsibility for managing the Town’s facilities to existing staff at the schools and feedback of the pros and cons. The primary concerns are to ensure the personnel have the necessary capabilities for the required responsibilities and whether the shared resources will provide the necessary attention to the Town buildings.</li> </ol>