

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 12/4/13

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

Location: Old Library 8 PM

	Meeting Discussion/Status
Minutes	The minutes of November 13, 2013 were approved unanimously 6-0.
Strategic and Capital Planning	<ol style="list-style-type: none"> 1. FY15 CPIC requests: <ol style="list-style-type: none"> a. Bromfield and Hildreth Weatherization – the Guardian proposal was reviewed and will be forwarded as justification for the capital request.. b. Bromfield Hallway Lighting Controls – Guardian provided a summary analysis on Dec 4 that was discussed. The cost is \$30k for \$2800 annual savings, ~10 year payback. The general consensus was that the payback is long for a lighting project but that we want to evaluate the details of the plan and review alternatives to bring the cost down. We will not submit this as a FY15 capital project but incorporate it in our five year plan and consider it for future years or part of GC funded projects.
Town Energy Project Updates	<ol style="list-style-type: none"> 1. Energy Manager – HEAC will provide input to the job description for the position to manage the Town facilities. In addition, there is a state grant to fund an Energy Manager and this is being evaluated how this can be best implemented for Harvard. 2. Water Savings – In order to obtain water savings equipment such as low flow aerators and shower head, an inventory is being completed by with the help of Sofia, David and Steve. Main focus is Bromfield, Hildreth School, Police Station, Hildreth House and Old Library. Sofia will find out what approvals are needed to have this effort and the implementation count toward community service hours.
Schools	<ol style="list-style-type: none"> 1. Sofia will complete the HVAC survey questions based on comments and submit for agreement at the next meeting. 2. HCTV Air Conditioning – David presented a draft letter to BOS in response to a request from Marie Sobalvarro whether a \$20k proposal from a HVAC contractor makes sense for the total square footage and usage. The letter concluded that the proposed 4-ton Mitsubishi heat pump is the maximum size needed, and identified changes to temperature settings and light fixtures that would make a smaller 3 ton system feasible. All members agreed for David to submit the letter to BOS.
Other Items	<ol style="list-style-type: none"> 3. PPA Subgroup – Solar Net Metering Credit Agreement – The Soltus project is not fully funded because the investor backed out because the percentage and the take or pay provision was not acceptable. Jim will follow up on our recommendation to have our energy broker John Shortsleeve represent us and find another project. 4. Parks and Recreation Committee Lighting – Bill provided an option for solar lighting for the WW I monument flagpole. The costs were approximately \$700 each and \$1400 labor. He will obtain another source so that we can provide to Parks and Rec several options as well as considerations to make their selection (e.g. usage, payback, maintenance, batteries). 5. FY13 Energy Usage Analysis – review in process. 6. DPW Vehicle Use – Steve will continue to investigate options for snow plow route optimization (possibly through MRPC or WPI)