

# 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 3/27/13

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

<b>Meeting Discussion/Status</b>	
Minutes	The minutes of March 13, 2013 were approved unanimously.
School Energy Project Updates	<ul style="list-style-type: none"> <li><b>a.</b> HES BAS and DVC Project – Final deficiencies to be corrected and report trend data. Need work completed to approve invoices.</li> <li><b>b.</b> HES Solar Public Ceremony – Ceremony planned for Earth Day April 22; include thanks to residents for funding, HEAC for managing; include display. – Eric to send email with a planned agenda for Steve and Karl S. to help.</li> <li><b>c.</b> HES Green Team – Steve met with the Bromfield Green Team on 3/25 to discuss their objectives, energy saving opportunities and possible interface with HEAC. They also discussed the Green Schools initiative. They requested the energy baseline so they can calculate the impact of a blackout day.</li> <li><b>d.</b> HES Solar – Jim authorized release of the funds \$14174 but planned to withhold \$5k if docs such as maintenance plan are not received.</li> </ul>
Town Energy Project Updates	<ul style="list-style-type: none"> <li><b>a.</b> Green Community Grants Projects – Complete all projects, expend all funds, resolve all report questions, obtain all rebates by May 30. - Eric presented an accounting of the funds expended/unpaid; we have expended 72% of the funds. We need to reach 75% to obtain the next payment and requested a partial invoice for the Police Station boilers. We need to expedite approval of misc projects to use remaining funds. Eric to send quarterly report for Q1 to HEAC members for review.</li> <li><b>b.</b> Green Community Reports – Annual report questions. – David to split gas and diesel for FY11 and FY12 by 4/5.</li> <li><b>c.</b> Police Station Boiler Project – PO placed Feb 21. One boiler is installed, waiting for the weather to allow roof work to install the venting and then replace the second boiler. – Brian to request partial invoice for \$7k minimum. Brian to confirm rebate and submit application to National Grid.</li> <li><b>d.</b> DOER Lighting Bulb Project – The project is mostly complete with misc bulbs left to install – David/Steve to submit final report.</li> <li><b>e.</b> Town Building Audits – Audit reports from Guardian for the Police Station, New Library, Old Library, Fire Station, Still River Fire Station, Old Ambulance Station, DPW were received 3/27. All members to review report and be prepared to make recommendation on which project to pursue in the short term at the next meeting.</li> <li><b>f.</b> Old Library – One of the energy conservation measures recommended by Guardian is to replace the boilers. David suggested that we consider using left over GC funds for this purpose and that the BOS has referred to converting these from oil to gas. David to get estimate from National Grid to run piping from the street to the building. We may need additional boiler quotes.</li> </ul>
Other Items	<ul style="list-style-type: none"> <li><b>a.</b> PPA Subgroup – Solar Net Metering Credit Agreement RFP – Goal is to issue by end of April. Draft will be reviewed by the subgroup by 4/5 and then sent to the committee for comment.</li> <li><b>b.</b> Hildreth House – Discussed using energy audit funds for the Hildreth House. Steve to review option to blow in insulation in the section of the building that is not affected by the renovation. The Hildreth House committee requested assistance from HEAC on energy decisions. An energy model exists from the previous footprint but the project scope has changed.</li> </ul>