

Town of Harvard Energy Advisory Committee

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

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 4/10/13

Attendees: B. Smith, E. Broadbent, D. Fay, J. Elkind (PT), S. Matson
 Location: Old Library 8 PM

	Meeting Discussion/Status
Minutes	The minutes of March 27, 2013 were approved unanimously.
School Energy Project Updates	<ul style="list-style-type: none"> a. HES BAS and DVC Project – Remaining deliverable is trend data. Need work completed to approve invoices. b. HES Solar Public Ceremony – Ceremony planned for Earth Day April 22; include thanks to residents for funding, HEAC for managing; include display. – Steve has worked with Linda Dwight to plan the program. c. Bromfield Green Team – David will provide the group reports of energy usage from MEI for their use. d. HES Solar – A vote is required to authorize final payment including Town (School Committee) funds to cover the overage above the approved grant. HEAC voted 5-0 to authorize full payment including any change order funds up to \$5000 above the grant funds.
Town Energy Project Updates	<ul style="list-style-type: none"> a. Green Community Grants Projects – Complete all projects, expend all funds, resolve all report questions, obtain all rebates by May 30. - Eric to send quarterly report for Q1 to HEAC members for review. b. Green Community Reports – Annual report questions. – David to split gas and diesel for FY11 and FY12 by 4/15. c. Police Station Boiler Project – PO placed Feb 21. One boiler and venting is complete. Partial invoice to be submitted for 50%. Brian confirmed rebate with National Grid. d. 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. The reports were discussed and the following ranking of projects was voted on (4-0) to pursue with remaining GC funds. We will work with each building manager to confirm and plan. Eric to discuss the New Library projects with Pete Jackson, especially whether how costs exceeding grant funds can be covered. David to find out how quickly the New Library projects can be accomplished. <ul style="list-style-type: none"> 1. New Library AHU VSD. 2. New Library HW Circulating Pump VSD. 3. Police Station Exterior Lights. 4. DPW Exterior Lights e. Old Library – Oil to Gas Conversion – Forrest will work with National Grid and Tim Bragan to provide information needed to plan for installation of the gas line.
Other Items	<ul style="list-style-type: none"> a. PPA Subgroup – Solar Net Metering Credit Agreement RFP – The draft RFP was discussed. A motion was made to proceed with the concept/approach to send the draft RFP to Tim Bragan and Mark Lanza for comment. The motion also authorized the subgroup to act for HEAC to take action needed to support the issue of the RFP. The motion was voted on unanimously 5-0. Plan is to issue RFP end of April and obtain responses by the end of May.