

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 4/24/13

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

	Meeting Discussion/Status
Minutes	No minutes were voted on.
School Energy Project Updates	<ul style="list-style-type: none"> a. HES BAS and DVC Project – Remaining deliverable is trend data. There is a meeting on 4/26 with B2Q to verify all work complete, all equipment in working condition and verify final costs and rebates. b. HES Solar Public Ceremony – Earth Day Dedication Ceremony on 4/22. Steve presented to fourth and fifth grade students about energy and the new solar array. Ceremony was attended by Jim and Bill Blackwell and all those that helped get the project completed over several years were thanked. c. Bromfield Green Team – David will provide the group reports of energy usage from MEI for their use. David plans to speak to them in the upcoming weeks to help them prepare for blackout day at end of May.
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. – <ul style="list-style-type: none"> 1. Eric to submit re-purpose request to DOER. Notify Tim Clark. 2. Eric to request extension for program. 3. Prepare to proceed with New Library AHU and HW pump VSD project pending approval. Guardian submitted forms to David. 4. Pete Jackson is obtaining an estimate for the circulating pump VSD from the current contractor. Eric confirmed with Pete that they can cover an overage if the cost exceeds the remaining funds. b. Green Community Reports – Annual report questions. – David to split gas and diesel for FY11 and FY12 is complete. c. Police Station Boiler Project – PO placed Feb 21. One boiler and venting is complete. Partial invoice for 50% was submitted and paid. Plan to complete by 5/3. d. 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. – in progress. e. Hildreth House – Steve met with the Building Committee about energy concerns. The current effort is preliminary design and a revision to the schematic design. Steve will monitor their efforts and bring questions about the HVAC equipment and envelope as needed back to HEAC.
Other Items	<ul style="list-style-type: none"> a. PPA Subgroup – Solar Net Metering Credit Agreement RFP – On 4/17, Jim met with Tim Bragan to review the RFP. Lorraine will verify with the Inspector General that the RFP is exempt from procurement policy. Mark Lanza to confirm whether a 20 year contract requires a vote at Town meeting. b. Eric reported that Jamie Eldridge and Jen Benson are interested in having a joint public meeting about state energy and energy legislation efforts. Eric will reply that we are interested to support as needed.