

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

 STU SKLAR, BOARD OF SELECTMEN
 BOB SULLEBARGER, SCHOOL COMMITTEE
 KEITH CHEVERALLS, CAPITAL PLANNING
 ALAN FRAZER, FINANCE COMMITTEE

Meeting Minutes 8/14/13

Attendees: B. Smith, E. Broadbent, J. Elkind, S. Matson
 Guests - Bill Codner, Chris Roy
 Location: Old Library 8 PM

	Meeting Discussion/Status
Minutes	The minutes of July 10, 2013 were approved 4-0.
Membership	A motion was made to recommend to BOS to appoint Bill Codner as a voting member of HEAC. After a short discussion, HEAC voted 4-0 to recommend this appointment. Bill will be appointed at the next scheduled BOS meeting.
Strategic and Capital Planning	<ol style="list-style-type: none"> 1. Goals - Brian stated that a list of goals for FY14 needs to be established and provided a previous version for review. There was no time in the meeting to discuss this further – all members to review outside of the meeting. 2. The five year strategic and capital plan will be needed to submit in the Fall. A previous version was provided for review. 3. The energy data total and breakdown by source were reviewed to determine target opportunities. The data did not include FY13 data which is being compiled. The FY15 CPIC Request applications are due 9/27. There were no large projects that stood out as capital requests to recommend. The goal is to come up with a list of recommended projects and energy savings and select projects from that list to recommend to CPIC. Ideas discussed, actions or projects to be funded as either capital or budget items: <ol style="list-style-type: none"> a. Energy Conservation Coordinator to focus on projects and behavior modification, especially in the schools. If the energy savings was 10% that would be enough to fund a \$50k position (Total Energy Costs for Town ~\$510k). Evaluate student assistance. b. Continuous Commissioning – this effort would confirm energy savings equipment is operating effectively on an ongoing basis. c. Schools – Weatherization, Lighting Controls. Also request Guardian to review both schools. Add equipment to BAS, especially in HES. d. Hildreth House – contact Guardian to review the building to see what projects could be initiated now in conjunction with the renovation. e. Pond Pump – this one pump uses more energy than the Hildreth House, Bromfield House and the Highway Dept in FY12. Verify it is on a VSD and find out what energy it draws when not operating and what the operating scheme is. f. New Library – the main opportunity other than the VSD project in process is Lighting Controls such as Occupancy sensors and integrated lighting controls (e.g, Encelium). g. Still River Fire Station – Purchase block heaters instead of heating the building. h. DPW – Vehicle fuels are the third largest user of energy after HES and Bromfield schools. Ideas discussed were: <ol style="list-style-type: none"> i. Anti-Idling ii. Hybrid fuel trucks – long term replacement. iii. Behavior – using a more efficient vehicle for certain tasks. iv. Optimize plow routes – via WPI/MRPC help. v. Track fuel usage by vehicle to target large users. vi. Ask Rich Nota for suggestions.

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	<ul style="list-style-type: none"> i. Demand Response – there is a program to use a generator at times of high load but it is not certain if this is a program available at NGRID for this type of account HES/Bromfield.
Town Energy Project Updates	<ul style="list-style-type: none"> a. Police Station Boiler Project – Both boilers are installed. Remaining invoice to be paid pending final walk through and connection to BAS – Walkthrough completed July 25. Boilers not connected to BAS or outdoor reset control even though it was confirmed they were. Partial funds to be withheld pending hookup. b. Town Hall – Eric discussed that he will solicit recommendations from NGRID for the Town Hall energy systems – Bill C. will help.
Other Items	<ul style="list-style-type: none"> a. PPA Subgroup – Solar Net Metering Credit Agreement RFP – This RFP was released 8/14.