

Town of Harvard Energy Advisory Committee

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 KEITH CHEVERALLS, CAPITAL PLANNING
 ALAN FRAZER, FINANCE COMMITTEE

Meeting Minutes 9/25/13

Attendees: B. Smith, E. Broadbent, B. Codner, J. Elkind, S. Matson, F. Hodgkins, S. Catalina

Location: Old Library 8 PM

	Meeting Discussion/Status
Minutes	The minutes of September 11, 2013 were approved unanimously.
Membership	Sofia Catalina and Bill Codner were appointed members of HEAC at the 9/24/13 BOS meeting.
Strategic and Capital Planning	<ol style="list-style-type: none"> 1. Steve and Brian met with Guardian Energy on 9/20/13 to review energy reduction project opportunities at HES and Bromfield. They revisited the New Library briefly. The primary opportunities identified are: <ol style="list-style-type: none"> a. Bromfield Weatherization b. Hildreth Elementary Weatherization c. Bromfield Hallway Lighting Controls d. New Library Heating System Three-Way Valve e. Hildreth Elementary BAS – add equipment not connected – Jim advised that previous evaluation indicates the payback is not attractive. 2. DPW Fuel Opportunities – Steve has investigated a program to optimize vehicle routes. MRPC has indicated they are interested in working with Harvard to develop and implement a program.
Town Energy Project Updates	<ol style="list-style-type: none"> a. Police Station Boiler Project – Both boilers are installed and linked to the BAS and controls. b. Pond Pump – Bill is working on changes to reduce standby usage and guidelines to reduce overall energy usage. c. New Library – VSD project. Guardian determined that they need to add cost to their quote to connect to the existing BAS system.
Other Items	<ol style="list-style-type: none"> a. PPA Subgroup – Solar Net Metering Credit Agreement RFP – RFP released 8/14. No responses received. A conference call is scheduled 9/30 with Harvard’s energy broker to discuss potential capacity needed in existing projects. b. Energy Conservation Bonds – Eric revisited this topic as a way to pay for energy improvements. He will review latest program. c. Bromfield House – Bob S. stated that he has a GRLA report of the excessive costs and effort required to upgrade the facility for municipal use.