

# Town of Harvard Energy Advisory Committee

BRIAN SMITH - CHAIR  
 ERIC BROADBENT - VICE CHAIR  
 DAVID FAY  
 STEVE MATSON  
 CHRIS ROY

ASSOCIATE MEMBERS:  
 STUDENT MEMBER:  
 LIAISONS:

FORREST HODGKINS  
 OPEN  
 STU SKLAR, BOARD OF SELECTMEN  
 MARY TRAPHAGEN, SCHOOL COMMITTEE  
 SUSANMARY REDINGER, CAPITAL PLANNING  
 DON LUDWIG, FINANCE COMMITTEE

## Meeting Minutes 11/18/15

Attendees: B. Smith, S, Matson (PT), C. Roy, E. Broadbent, D. Fay, Paul Green (Guest)

Location: Hildreth Elementary School Library 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of October 28, 2015 were approved 4-0.
Town Energy Project Updates	<p>1. Green Community Spring 2015 Grant Project Status</p> <ul style="list-style-type: none"> <li>a. Hildreth House HVAC - Project scope being modified. <b>Latest plan is one furnace for each floor and split ducts in the basement. Expecting a revised proposal 11/20. Additional funds are likely needed.</b></li> <li>b. Peregrine Schools and Library Retrocommissioning – includes contingency repairs. – <b>Final Contract issued 11/11/15. Peregrine walkthrough to be scheduled.</b></li> <li>c. Library Lighting – Contract issued.</li> <li>d. Bromfield Hallway Lighting – The initial project for occupancy sensors was changed to LED replacement.</li> <li>e. Bromfield Exterior Lighting</li> <li>f. DPW and Police Station lighting.</li> <li>g. Building Operator Certification – This is to be for a member of the Schools Facility staff. Note that Mark Force is already certified Level 1. – Eric to communicate with Mark Force.</li> <li>h. Admin Fee – to cover monitoring of funds and quarterly reporting. Plan in place for Marie to support.</li> </ul> <p>Overall Status –                      Guardian – <b>Purchase Orders to be issued with Lorraine approval.</b></p> <p><b>Reporting - Annual Report – Overdue – in process – info sent to Marie S for compilation.</b></p> <p>2. Net Metering Agreement RFP/RFQ</p> <ul style="list-style-type: none"> <li>a. Hybrid RFP – Kearsarge Energy selected. The subcommittee recommends that the Town use a consultant such as Rubin and Rodman to negotiate the contract. The target credit is an amount representing 750,000 kwhr. <b>Project progress is delayed by planned regulation changes.</b></li> </ul>
Town Solar	<p>1. Bromfield Roof Solar PPA RFQ – Brightergy Solar –</p> <ul style="list-style-type: none"> <li>a. RFQ – We are aware of the open issues (structural and interconnect) and need to weed out companies without adequate financing. Brian/Chris will review and make changes to the roof lease RFQ and issue to Lorraine and then to the School Committee for final approval. – <b>RFQ needs criteria that are more quantitative. All town buildings/property to be listed.</b></li> </ul>
Bromfield School Monitoring	<p>Cadmus Group monitoring of building climate using instrumentation provided by <b>Onset Corporation:</b></p> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>1. Data downloaded and batteries were replaced at the beginning of Sept. to be evaluated. Steve stated that the project report with Cadmus is pending. – <b>On Hold</b></li> </ul>

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Misc Projects	<ol style="list-style-type: none"> <li>1. Demand Response / Peak Shaving – Peak shaving to reduce the peak load that the electric rate is based on. Demand response to reduce load when needed by the utility for an incentive. Chris Roy will investigate what can be done with controls or behavior with or without NGrid. Determine if we should subscribe to Utility provided usage data. – <b>Status: No change; David attended a meeting in Concord during which a successful peak shaving/smart meter project in Marblehead was discussed.</b></li> <li>2. <b>Harvard Track Fieldhouse Solar</b> – Student Project Nick Steele; Eric is liaison. Start 5/27/15 – <b>No update</b></li> <li>3. <b>HEAC Survey</b> – Prepare a survey to solicit ideas, input and support at any level from the community. – <b>Eric is working on a draft.</b></li> <li>4. Energy Usage Report – <b>Brian to create update for report to Town Committees. FY15 Update – David to update MEI with secondary suppliers by 11/25. In process</b></li> <li>5. CPIC Request – The two projects are applicable to the schools in FY18. One is to upgrade interior lighting to LED instead of re-lamping. The other is Weatherization and HVAC repairs based to be consistent with the findings of the Peregrine project. – <b>Brian to attend CPIC meeting 11/30.</b></li> <li>6. Municipal Aggregation – Chris discussed the opportunities to reduce energy supply costs. Eric to forward background information to HEAC.</li> <li>7. HEAC Energy Policy – Steve discussed with Tim Bragan who reported that the policy was approved in 2010 for the Town buildings managed under Tim. Brian request HEAC to review and provide proposed revisions. – on Hold due to other priorities.</li> <li>8. Master Plan Support – Eric forwarded what we did before to SusanMary Redinger and will update it to address the Deven utility possibility.</li> <li>9. Devens – Paul discuss the possibility for Harvard to connect to the Devens utility (water/sewer/gas/electric) based on his work with Chris on DEAT. This was discussed vs. Municipal Aggregation. A long term plan is needed to consider the options.</li> </ol>
	<p>Next Meetings:                  Dec 16 HES                  Jan 13 HES</p>