

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
 SOFIA CATALINA
 STU SKLAR, BOARD OF SELECTMEN
 MARY TRAPHAGEN, SCHOOL COMMITTEE
 PAT WENGER, CAPITAL PLANNING
 DON LUDWIG, FINANCE COMMITTEE

Meeting Minutes 5/27/15

Attendees: B. Smith, S. Matson, C. Roy, S. Catalina, F.Hodgkins

Location: Hildreth Elementary School Library 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of May 13, 2015 are to be approved at the next meeting.
Town Energy Project Updates	<p>1. Green Community Spring 2015 Grant Application: The Projects submitted at end of March are pending approval noted as follows:</p> <ul style="list-style-type: none"> a. Hildreth House HVAC - The project includes a new AC condenser using the existing ducts. The project will require a detail review if approved. b. Peregrine Schools and Library Retrocommissioning – includes contingency repairs. c. Bromfield Hallway Lighting – The initial project for occupancy sensors was changed to LED replacement. d. Bromfield Exterior Lighting e. Building Operator Certification – This is to be for a member of the Schools Facility staff. Note that Mark Force is already certified Level 1. f. Admin Fee – If awarded, a Town employee such as a part time planner would be a good candidate to perform this function. <p>Status – No activity in the recent two weeks. Guardian also requested that the NGrid applications be signed.</p> <p>2. Net Metering Agreement – HEAC will play a support role</p> <ul style="list-style-type: none"> a. HEAC and the Town have been contacted or aware of three possible agreements: Borrego Solar (825k, 2% escalation); Syncarpha (provides option). b. Subcommittee plans to meet 5/28 to consider issue of an RFP and to review the status of the possible agreements. <p>3. Energy Usage Report – Brian to create update for report to Town Committees. TBD</p>
Schools	<p>1. Bromfield Roof Solar PPA – Brightergy Solar –Brightergy considers the roof acceptable subject to structural analysis if awarded the project. Brightergy provided a bid template to use for the School Committee to go out for bid as a Request for Qualifications.</p> <ul style="list-style-type: none"> a. Brian to ask Lorraine for advice on the RFQ/RFP process and whether we need to go out for bid. – Brian reviewed with Lorraine. Lorraine identified pros/cons of both but seems to prefer the RFP in cases where you know the scope and your goal is the best financial option between options with different variables. Chris discussed his experience with RFQs and noted that RFQs provide flexibility in evaluating companies especially with important non-financial considerations. . He also stated that he will have access to a similar RFQ that he can provide as a basis. b. Eric to ask Mark F / Gabe V for input. – Eric spoke with Gabe who did not remember the details of the previous evaluation. Eric to speak with Mark Force about the roof warranty and the likely need to pay the roof

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	company to make the roof penetrations.
Bromfield School Monitoring	<p>Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation:</p> <p>Actions</p> <p>1. Data Download from sensors – David, Steve and Sofia are reviewing data downloaded from the sensors which is primarily consistent with the survey results. – Data downloaded from 21 sensors. Plan to download another set of data at end of school year. – Sofia offered to help. Steve will work with Cadmus to continue the use of the sensors.</p>
Misc Projects	<p>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 this initiative with National Grid. Determine if we should subscribe to Utility provided usage data. –Chris will review whether there is any way with or without National Grid that the user can cut back usage with controls or behavior to help with peak shaving or demand response. – Status: No change</p> <p>2. Harvard Track Fieldhouse Solar – Eric is meeting 5/27/15 with Nick Steele about the scope of this project. The target is to complete the project by August with a deadline of October.</p>