

# 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 7/22/15

Attendees: B. Smith, S, Matson, C. Roy, E. Broadbent, Mary Traphagen (School Committee)

Location: Hildreth Elementary School Library 8 PM

<b>Meeting Discussion/Status</b>	
Minutes; Membership	The minutes of June 24, 2015 were not voted on.
Town Energy Project Updates	<p>1. Green Community Spring 2015 Grant Projects</p> <ul style="list-style-type: none"> <li>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>Steve is meeting with the Town Hall Building Committee to explain the impact on energy usage and costs with the proposed project.</b></li> <li>b. Peregrine Schools and Library Retrocommissioning – includes contingency repairs.</li> <li>c. Bromfield Hallway Lighting – The initial project for occupancy sensors was changed to LED replacement.</li> <li>d. Bromfield Exterior Lighting</li> <li>e. DPW and Police Station lighting.</li> <li>f. Building Operator Certification – This is to be for a member of the Schools Facility staff. Note that Mark Force is already certified Level 1.</li> <li>g. Admin Fee – to cover monitoring of funds and quarterly reporting.</li> </ul> <p>Status – Guardian also requested that the NGrid applications be signed. – <b>On 7/10/15 DOER awarded the Town of Harvard a Competitive Grant of \$225,914 for the projects above! There is to be call between Brian, Guardian, Peregrine, DOER and National Grid prior to July 31<sup>st</sup> to review program requirements.</b></p> <p>2. Net Metering Agreement RFP/RFQ</p> <ul style="list-style-type: none"> <li>a. Syncharpha has been very responsive.</li> <li>b. Steve worked with Chris to create a hybrid RFP/RFQ and sent to Tim Bragan with the goal of issuing 8/3 and a due date of 8/30.</li> <li>c. Steve confirmed that the efforts regarding the termination of the Soltas contract have ended.</li> </ul>
Schools	<p>1. Bromfield Roof Solar PPA – Brightergy Solar –</p> <ul style="list-style-type: none"> <li>a. RFQ – Discussed that the RFQ process remains the best option. We are aware of the open issues (structural and interconnect) and need to weed out companies without adequate financing. The basis for the agreement will be the Brightergy RFQ template, the Concord Willard School RFQ, the Concord Landfill RFP and the Harvard NMCPA RFP. Chris to provide the Concord Landfill RFP and Willard School RFQ when issued. <b>Chris created a draft RFQ version for energy services and a draft RFQ for rooftop lease only. We discussed concerns about solar roof project including the roof warranty/mounting (penetrations would have to be by the roofing company), snow and vandalism that Eric discussed with Mark Force. Also question about who pays if the structural review prevents project from proceeding. Brian/Chris will select one, mark up and issue to Lorraine and then to</b></li> </ul>

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	<b>the School Committee for final issue. Mary will bring up at the school committee meeting July 27 and obtain feedback.</b>
Bromfield School Monitoring	<p>Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation:</p> <p><b>Actions</b></p> <ol style="list-style-type: none"> <li>1. Data downloaded from 60 sensors. Sofia and Steve will try to get remaining 20 sensors by end of June. Steve will work with Cadmus to continue the use of the sensors. Data to be evaluated. – <b>Steve confirmed that the program will continue another year and trying to have the batteries replaced for each unit.</b></li> </ol>
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 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. – <b>Status: No change</b></li> <li>2. <b>Harvard Track Fieldhouse Solar</b> – Eric met 5/27/15 with Nick Steele about the scope of this project. The structural and electrical requirements are being evaluated. – <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>No update</b></li> <li>4. Energy Usage Report – <b>Brian to create update for report to Town Committees. TBD</b></li> </ol>