

# 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 1/27/16

Attendees: B. Smith, S. Matson, E. Broadbent, D. Fay, C. Roy

Location: Hildreth Elementary School Library 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of January 13, 2016 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. Latest plan is one furnace for each floor and split ducts in the basement. Proposal #3 is \$44,369 which exceeds the GC project cost of \$34,980.                             <ul style="list-style-type: none"> <li>i. <b>Eric and Steve discussed this project modification with Kelly Brown of DOER. – Steve submitted justification to DOER 1/21/16.</b></li> </ul> </li> <li>b. Peregrine Schools and Library Retrocommissioning – includes contingency repairs.                             <ul style="list-style-type: none"> <li>i. <b>Peregrine installed the remainder of the electric panel monitoring devices on Jan 26.</b></li> <li>ii. <b>The Peregrine Engineer will review the Bromfield BMS system with the controls contractor BCM on Jan 28.</b></li> <li>iii. <b>The Peregrine Engineer will spend a half day reviewing the HES BMS system in order to make similar recommendations as was done at Bromfield.</b></li> </ul> </li> <li>c. Library Lighting – Pre-Construction meeting was held with Guardian on 1/8/16. <b>Pete Jackson provided a light fixture list to Guardian to confirm details and ensure that all lights are addressed.</b></li> <li>d. Bromfield Hallway Lighting – LED upgrade and occupancy/daylight sensors. Pre-Construction meeting was held with Guardian on 1/8/16. <b>Work is planned for the Feb 15 with the rest of the projects to follow.</b></li> <li>e. Bromfield Exterior Lighting – Pre-Construction meeting was held with Guardian on 1/8/16.</li> <li>f. DPW and Police Station lighting. - Pre-Construction meeting was held with Guardian on 1/8/16.</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. – <b>Eric will follow up with Mark Force to arrange for the training, to be paid as soon as possible.</b></li> <li>h. Admin Fee – to cover monitoring of funds and quarterly reporting. Plan in place for Marie to support. – Since Marie has not been able to support, need to develop a new plan.</li> </ul> <p>Overall Status – Pushing to complete projects prior to March GC round.</p> <p><b>Reporting - Annual Report – Overdue – in process – info sent to Marie S for compilation. – not completed. – Stretch Code Section – Chris will request a recent update from Gabe Vellante.</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</li> </ul>

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	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. Project progress is delayed by planned regulation changes. Chris will take the lead for Tim Bragan with any future negotiations.
Town Solar	<ol style="list-style-type: none"> <li>1. Bromfield Roof Solar PPA RFQ – Brightergy Solar –             <ol 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. – RFQ needs criteria that are more quantitative. All town buildings/property to be listed. – Brian to revise and submit to Tim Bragan. – <b>No change</b></li> </ol> </li> </ol>
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 and batteries were replaced at the beginning of Sept. to be evaluated. Steve stated that the project report with Cadmus is pending. – <b>In Progress. David/Steve summarizing data for use by Peregrine in validating their recommendations.</b></li> </ol>
Misc Projects	<ol style="list-style-type: none"> <li>1. <b>HEAC Survey</b> – Prepare a survey to solicit ideas, input and support at any level from the community. – <b>Eric reviewed a draft of the survey and the group provided feedback. Eric may break it up into sections.</b></li> <li>2. Energy Usage Report – Brian to create update for report to Town Committees. FY15 Update – <b>In process</b></li> <li>3. 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. – Brian to have Guardian prepare a proposal for School interior lighting in January - <b>TBD.</b></li> <li>4. Municipal Aggregation / Deven Utility – Placeholder to consider as part of our long term overall energy supply strategy.</li> <li>5. 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>6. Master Plan Support – Eric presented a draft for input from HEAC. The focus of the discussion is how to best position the Town (including Commercial and Residential) for Sustainability which emphasizes more than energy costs. <b>Eric submitted HEAC input to the Master Plan committee on Jan 16, 2016.</b></li> <li>7. <b>Annual Town Report – Brian submitted the 2015 report on Jan 25, 2016.</b></li> </ol>
	<p>Next Meetings: 2016 Meetings at HES  Feb 10, Feb 24, Mar 9, Mar 23, Apr 13, Apr 27, May 11, May 25, Jun 8, Jun 22</p>