

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 3/9/16

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

Location: Hildreth Elementary School Faculty Room 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of Feb 24, 2016 were approved 4-0. Steve Matson resigned from HEAC on Feb 22, 2016. We thank him for his outstanding contribution and service. Steve will support any projects he was working on to ensure they are successfully completed. The recommendation for the BOS to appoint Paul Green as “Associate Member” was revised to “Member” was approved 4-0.
Town Energy Project Updates	<ol style="list-style-type: none"> 1. Green Community Spring 2015 Grant Project Status <ol style="list-style-type: none"> a. Hildreth House HVAC - Project scope modified to one furnace for each floor and split ducts in the basement. Cost is \$44,369 which exceeds the approved GC funding of \$34,980. <ol style="list-style-type: none"> i. The HH Design Review Team and architect have approved the project. Town Administration has approved and issued the contract. The project must be completed by May 15. ii. Brian to arrange for Marie to be primary interface on the project. b. Peregrine Schools and Library Retrocommissioning – includes contingency repairs. <ol style="list-style-type: none"> i. Incentives and Report Recommendation: <ol style="list-style-type: none"> 1. Peregrine submitted the report recommendations to NGrid and several were selected as eligible for the custom incentive program. The report recommendations are a portion of the measures recommended to date. Action: Peregrine to supply the overall list of recommended measures, identify those implemented with the controls vendor and provide a plan and energy savings for the remaining measures. 2. NGrid Customer Incentives – signed and submitted 3/2. The application represents a total of 31,000 kWhrs out of the total projected savings of 74701 kWhrs and 3900 therms out of the total projected savings of 5400 therms. Peregrine shall determine any remaining projects that could qualify for pay for performance incentives. c. Library Lighting – Partially completed. Several changes are required to better match to the existing fixtures; a fixture will be provided to install and verify prior to ordering the replacements. d. Bromfield Hallway Lighting – Partially completed; need schedule for completion. e. Bromfield Exterior and Police Station Lighting – Delayed due to supplier delay. f. DPW lighting. DPW not happy with the wall pack replacements. Guardian investigating alternatives. g. Building Operator Certification – Eric communicated with Mark Force and asked for the training to be scheduled/paid as soon as possible. – Eric will

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	<p>contact superintendent if no response soon. – no change</p> <p>h. Admin Fee – No Change.</p> <p>Reporting - Annual Report – Chris working to obtain information on the Stretch code from Gabe Vellante.</p>
Town Solar	<ol style="list-style-type: none"> 1. Bromfield Roof Solar PPA RFQ – Brightergy Solar – <ol style="list-style-type: none"> a. RFQ — The revised RFQ was sent to Lorraine and Marie on 3/2/16. 2. Net Metering Agreement RFP/RFQ – on Hold <ol style="list-style-type: none"> a. Based on communication from the respondents, the Town has not officially notified the parties about the selection of Kearsarge.
Bromfield School Monitoring	<p>Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation: In Progress. Goal is to perform analysis in late spring.</p> <ol style="list-style-type: none"> 1. Steve is planning the removal of the sensors in April. He will also contact student advisors to enroll student assistance. – no change
HES Renovation	<ol style="list-style-type: none"> 1. David attended the forum on the HES project. He volunteered to represent HEAC on the HES Building Committee. He asked for another member to represent HEAC when he is not available in the summer. Eric agreed to act as the second HEAC member.
Misc Projects	<ol style="list-style-type: none"> 2. HEAC Survey – Prepare a survey to solicit ideas, input and support at any level from the community. – Eric working on revision based on previous feedback, goal is to have accompanying article “Consider This” introducing issues and refer to survey. – Eric to complete draft of Consider This article. 3. Energy Usage Report – Brian to create update for report to Town Committees. FY15 Update – No Change 4. CPIC Request – No Change 5. Municipal Aggregation / Deven Utility – Placeholder to consider as part of our long term overall energy supply strategy. – With failure of PPA RFP, we have room to pursue this. 6. 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. – No Change. 7. Commercial Planning – David noted that there were recent energy related recommendations in the planning board committee’s plan – Brian to notify Planning Board that HEAC is available to support and provide input.
Future Meetings	<p>Mar 23, Apr 13, Apr 27, May 11, May 25, Jun 8, Jun 22 Hildreth Elementary School Faculty Room 8 PM</p>