

Town of Harvard Energy Advisory Committee

BRIAN SMITH – CHAIR
ERIC BROADBENT – VICE CHAIR
DAVID FAY
CHRIS ROY
PAUL GREEN

ASSOCIATE MEMBERS:
STUDENT MEMBER:
LIAISONS:

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

Meeting Minutes 1/25/17

Attendees: B. Smith, E. Broadbent, C. Roy, P. Green, F. Hodgkins, A. Begue

Location: Town Hall 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of January 11 were approved 3-0.
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. Peregrine Schools and Library Retrocommissioning – includes contingency repairs. <ol style="list-style-type: none"> i. Incentives and Report Recommendation: Peregrine submitted the report recommendations to NGrid and several were selected as eligible for the custom incentive program. 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. — BCM provided quote (\$66,501): programming changes to BAS system (\$6279), controller replacements (\$59,012) and sensor replacement (\$1210) for scope created by Peregrine. Mark Force to provide quote for remaining repair/replacement work. NGrid inspection to be scheduled with David. ii. Monitoring report – draft reports submitted for the schools and library. The controls engineer is prepared to have a call to review the library recommendations with the Library HVAC contractor. David will provide the data to both parties. - Library – Report being reviewed by Pete Jackson and the library controls vendor. David investigating areas of concern. Bromfield/Hildreth – Reports being reviewed by David and send to HEAC. Peregrine and Honeywell discussion to close out report findings to be scheduled. b. Library Lighting – Partially completed. Changes are being evaluated to better match the existing recessed fixtures. Forrest to Support – Actions: <ol style="list-style-type: none"> i. Guardian – prepare closeout of accepted work, including cancellation costs. – Cancellation cost invoice is outstanding. Forrest confirmed the Library does not agree with the charge. ii. Review solution with Guardian to create new scope and use remaining DOER funds. – Brian confirmed with DOER that a proposal needs to be sent to repurpose the funds and resolve how to cover the cancellation fees. Review outstanding projects with Guardian. – Brian discussed finalizing a repurpose request for Bromfield Gym Lighting, BAS Programming, Bromfield Exterior pole light, and Bromfield Weatherization based on updated proposals received from Guardian. Brian to submit to DOER for review and approval. c. DPW lighting. Replacement wall packs installed. Guardian to submit invoice for \$380 adder. - invoice received. Brian to process payment. d. Admin Fee – May consider repurpose or using for a share of an Energy Manager or pursue another town employee. – No change e. Misc projects for remaining funds – Discussion of options not included in the repurpose projects above:

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	<p>Sewer Plant lighting – no quote; Library tube lights – not quick; Street lights – not quick, Fire Station Exterior Lighting – no quote, Bromfield Lighting (Theater?) – upgrade plans not known. Bromfield Lighting Controls – need research and quote, Electric Car Charging Station (Chargepoint) – not quick due to likely debate on location and payment decision.</p> <p>f. Annual Report – FY2016 Report – Eric – compile annual report with vehicle, stretch and usage.</p> <p>g. Quarterly Report for Q2/Q3 2016 due to DOER. – include with Repurpose request.</p>
Town	<p>1. Bromfield Roof Solar PPA RFQ – Brightergy Solar –</p> <p>a. RFQ — The revised RFQ was sent to Lorraine and Marie on 3/2/16. –. No open items - Brian checked with Marie - pending</p> <p>2. Town Procurement Strategy – Brian to sketch out the problem statement and include the rationale of how all sources including CCA support the Town's needs. No Change.</p> <p>3. Net Metering Credit Purchase Agreement – Eric presented the details of the two proposals being considered. Total credits for 1.3 out of 1.7 MWhr of electric usage.</p> <p>a. Solar Design (Haskell Werlin) Wendell proposal – 820k kWhr, 9 cents/kwHr floor, 20 years.</p> <p>b. Oak Square Partners (John Typadis) Athol – 500k kWhr, 8 cents/kwHr, 20 years – offered a 27% discount as incentive.</p> <p>Both deals are considered attractive and no better deals are likely to be available in the future.</p> <p>4. HEAC voted to request the BOS to authorize proceeding with both agreements pending detailed contract review. Eric attended the Jan 20 BOS meeting and obtained approval for the Town to sign an LOI for both agreements and begin negotiation.</p>
Schools	<p>1. Bromfield School Monitoring Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation. Steve collected the rest of the sensors and will work with Cadmus to analyze the data and close out the project. – pending</p> <p>2. National Grid Solar/Storage/Demand Response DOE Sundial project (1MW Shirley solar array) – Eric met on 9/27 with the NGRID subcontractors to discuss the program and evaluate energy reduction opportunities and demand response qualifications. Project Prep Phase until Dec 2017; Study Phase in 2018 – next step is detailed site audit.</p>
HES Renovation	<p>1. HES Building Committee – David Primary; Eric Secondary – Architect Selected.</p>
Misc Projects	<p>1. HEAC Survey/Plan – Prepare a survey to solicit ideas, input and support at any level from the community. – HEAC is tasked with preparing a report of progress and recommendations to BOS regarding the HEAC charter and scope. The recommendations should address the charter, town energy policy, guidelines for town building renovations, energy procurement, efforts to address residential and community needs. The report out may be in two phases including a review of usage for key Town Committees. – Action by Brian to discuss with Eric.- no change</p> <p>2. CPIC Request/Capital Plan – Guardian lighting proposal for the schools received – over \$400k. The lighting needs to be re-scoped to a smaller project – this is to be modified if DOER approves the Gym lighting. HVAC Repairs – see above for</p>

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	<p>controller and senior replacement. Find out whether it is on the School capital requests.</p> <p>3. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. It was decided that an RFP is not required or needed to select a broker.</p> <p>Actions:</p> <ul style="list-style-type: none"> a. Chris to determine if the Town can contract direct to MMWEC and/or ENE and not through a broker to obtain a better price. - open b. Approved at Town Meeting Oct 24. Next Actions: <ul style="list-style-type: none"> i. Step 1 - HEAC Evaluate and Select Broker by end Dec– Review Good Energy, Colonial Energy and Bay State Consultants. – See below discussion. ii. Step 2 - Obtain Agreement by BOS. iii. Step 3 – Broker/Town Develop Aggregation Plan with input from DOER by Mar 2017. iv. Step 4 – BOS approve Aggregation Plan by Apr 2017 v. Step 5 – DPU review and approve plan May-Oct 2017 <p>Eric initiated setting up meetings with Good Energy and Bay State Consultants. Bay State would not set up a discussion unless approved by Tim Bragan. Eric set up a meeting with Good Energy to discuss their solution.</p> <p>4. Commercial Design Guidelines – HEAC provided input to Planning Board subcommittee on the energy related sections. Determine when they will respond or meet to discuss.</p> <p>5. Town Web Site – To be structured and populated.</p>
Future Meetings	<p>2017 - Feb 8, Feb 22, Mar 8, Mar 22, Apr 12, Apr 26, May 10, May 24, Jun 14, Jun 28</p> <p>HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>