

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 2/8/17

Attendees: B. Smith, E. Broadbent, D. Fay P. Green, F. Hodgkins, A. Begue

Location: Town Hall 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of January 25 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 – <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 arranged by David and completed 1/30/17. ii. Monitoring report – draft reports submitted for the schools and library. Monitoring software expires Dec 2017. Library – Report being reviewed by Pete Jackson and the library controls vendor Honeywell. David investigating areas of concern. Bromfield/Hildreth – Reports being reviewed by David and send to HEAC. 2 components failed and had to be replaced. Establish quarterly reviews with Mark Force. b. Library Lighting – Partially completed. No suitable fixture available. 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. 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. – DOER rejected repurpose request. iii. Tube lighting – Forrest investigating an instance of failed tube ballasts; retrieve info and send to Guardian. c. DPW lighting. Replacement wall packs installed. Guardian to submit invoice for \$380 adder. - invoice received. Brian to process payment. d. Admin Fee — Project closed out. e. Misc projects for remaining funds – Discussion of options not included in the repurpose projects above: 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, [Forrest contacted consultant to arrange visit] Electric Car Charging Station (Chargepoint) – not quick due to likely debate on location and payment decision. Extend Sage monitoring

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	<p>software. Eric to check with DOER if there are any grants for Energy Manager costs.</p> <p>f. Annual Report – FY2016 Report – Eric – compile annual report with vehicle, stretch and usage. – Eric sent to Brian to add in ERP table and finalize for submittal.</p>
Town	<ol style="list-style-type: none"> Bromfield Roof Solar PPA RFQ – Brightergy Solar – <ol style="list-style-type: none"> RFQ — The revised RFQ was sent to Lorraine and Marie on 3/2/16. –. No open items - Brian checked with Marie - pending 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. 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. <ol style="list-style-type: none"> Solar Design (Haskell Werlin) Wendell proposal – 820k kWhr, 9 cents/kWhr floor, 20 years. Oak Square Partners (John Typadis) Athol – 500k kWhr, 8 cents/kWhr, 20 years – offered a 27% discount as incentive. <p>Both deals are considered attractive and no better deals are likely to be available in the future.</p> 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. – Letters of Intent signed by Tim Bragan 2/8/17.
Schools	<ol style="list-style-type: none"> 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 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. Green Team – Anya to invite Bromfield Green team to a future meeting to discuss how we can help further our mutual objectives.
HES Renovation	<ol style="list-style-type: none"> HES Building Committee – David Primary; Eric Secondary – Architect is holding a meeting next week to assess interest by the community in sustainable design and energy reduction features.
Misc Projects	<ol style="list-style-type: none"> 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 CPIC Request/Capital Plan – Guardian lighting proposal for the schools received – over \$400k. The lighting needs to be re-scoped to a smaller project – Lighting scope to be refined for future GC grant. HVAC BAS programming to be future GC grant. Controller replacements ~\$60k are not eligible for GC grant

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	<p>– Brian to send info to Linda Dwight to verify if controllers are part of capital request or to be funded from other source.</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. – Meeting held 1/31 with Good Energy – members that attended stated that Good Energy is a viable vendor. Eric will confirm with Tim Bragan / Stu Sklar how to address non response from Baystate.</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 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>