

# 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  
KARA MINAR, BOARD OF SELECTMEN  
JOHN RUARK, SCHOOL COMMITTEE  
SUSANMARY REDINGER, CAPITAL PLANNING  
DON LUDWIG, FINANCE COMMITTEE

## Meeting Minutes 11/8/17

Attendees: E. Broadbent, D. Fay, C. Roy, P. Green, F. Hodgkins, A. Begue, J. Ruark  
Ellen Leicher (guest)

Location: Town Hall 8 PM

	Meeting Discussion/Status
Minutes; Membership	<b>The minutes of 10/25/17 were voted on 4-0.</b>
Town Energy Project Updates	<ol style="list-style-type: none"> <li>2017 Green Community Grant Projects: BAS Programming, Bromfield Weatherization, SiteSage Monitoring software renewal and Peregrine support, Admin. – All projects funded per application total \$249,972. Deadline March 30 2018. First payment of 25% in process. TBS Weatherization - Incentive application to be signed by Brian.</li> <li>GC Admin – evaluate resource to help manage projects and reporting – School / Planner / Shared Energy Mgr. – both within and outside Town Government. – Brian/Eric to meet with Tim Bragan and Staff.</li> <li>Bromfield Classroom Lighting –RFP process. <ol style="list-style-type: none"> <li>Select Consultant to create technical bid spec - Forrest working with Marie on draft RFP. <b>HEAC reviewed the draft RFP as distributed by Forrest Hodgkins and provided feedback to Forrest. We approved a measure (4-0): “HEAC endorses the draft RFP as consistent with the goals of the Bromfield Classroom Lighting Efficiency Improvement Project.”</b></li> </ol> </li> <li>Green Community 2017 Annual Report – Brian to develop to review with Town Staff. Discuss how to access new vehicle fuel monitoring system. – Brian to send Annual Report to Tim B and meet to explain requirement.</li> </ol>
Town	<ol style="list-style-type: none"> <li>Bromfield Roof Solar PPA RFQ –The revised RFQ was sent to Lorraine and Marie on 3/2/16. <ol style="list-style-type: none"> <li>Brian to define our overall strategy, renewable energy objective and goals for discussion prior to discussing with Solest.</li> <li>Brian contact Marie to find out status. Revise to focus one location?</li> </ol> </li> <li>Still River and Central Fire Station – Paul is working with Anya and David to review the usage and recommend a solution to reduce energy usage. Paul setting up a meeting with Chief Sicard and Andrew Perry.</li> </ol>
HES Renovation	<ol style="list-style-type: none"> <li>HES Building Committee – June 8 voted to replace building. There is a request to develop a Sustainability/Resiliency Plan that will provide input to the design criteria. A local forum may be needed. – Ron Ostberg formed a subcommittee. <b>HEAC discussed whether and how to provide input towards the new subcommittee’s goals around energy performance. There was interest in doing so.</b></li> </ol>
Misc Projects	<ol style="list-style-type: none"> <li>CPIC Request/Capital Plan – Bromfield Controller replacements ~\$60k – 75k in capital plan for FY19,20,21.</li> <li>Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. Actions: <ol style="list-style-type: none"> <li>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</li> <li>Approved at Town Meeting Oct 24. Next Actions: <ol style="list-style-type: none"> <li>Step 1 - HEAC Evaluate and Select Broker by end Dec– Review Good Energy, Colonial Energy and Bay State Consultants. – See below discussion.</li> </ol> </li> </ol> </li> </ol>

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	<ul style="list-style-type: none"> <li>ii. Step 2 - Obtain Agreement by BOS.</li> <li>iii. Step 3 – Broker/Town Develop Aggregation Plan with input from DOER.</li> <li>iv. Step 4 – BOS approve Aggregation Plan</li> <li>v. Step 5 – DPU review and approve plan -6 months</li> </ul> <p>HEAC recommended to proceed with Good Energy w/o RFP which is not required. 4/25/17 - BOS and Tim B will proceed with an RFP. – Need to select broker. Chris to ensure RFP goes to Kara Minar so she can push it through to Marie. Use MAPC RFP as guide.</p> <ul style="list-style-type: none"> <li>3. HEATSMART Mass –Bulk purchasing program for home heating equipment. <ul style="list-style-type: none"> <li>a. Solicitation issued July 24. Application Submitted 9/15. Award to 4 communities to be announced in mid-November. – Added Ground Source Heat Pumps to Bolton/Harvard/Stow bid.</li> <li>b. Volunteers – Ellen and Eric agreed to help with the application process. We need to enroll more volunteers for this project, especially a Coach.</li> </ul> </li> <li>4. Community Forum (tag line - Power to the People?) – Fall 2017. Tentative Date Tues 11/28 (Chris has conflict). Chris will review and likely move to first week in Dec 12/6? <ul style="list-style-type: none"> <li>a. Chris to post meeting in Town Hall Meeting Room 7-9 pm.</li> <li>b. Define Agenda – Primary-CCA. Also Green Team, HeatSmart, Charging Station</li> <li>c. Event needs to be publicized – Press Article (and Consider This); Cable; Next Door, Schools (Bromfield Bulletin) etc.</li> </ul> <p><b>HEAC reviewed dates during the week of 12/4-8 (5,6,7) and Chris is going to work on reserving upper Town Hall.</b></p> </li> <li>5. Electric Vehicle Charging Station Project – Sid Samsi – Sid to arrange team meeting and enroll one more volunteer. Eric provided old survey draft; goal to issue &lt;11/14. Sid noted that we should provide input to the HES Building Committee (via David Fay) to provide standard outlets in the exterior lights to allow EV charging. It was noted that VW has funds available for charging stations – Eric will investigate the requirements and restrictions.</li> </ul>
Future Meetings	<p>2017 - Dec 13</p> <p>HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>