

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
CHARLES OLIVER, FINANCE COMMITTEE

Meeting Minutes 1/24/18

Attendees: B. Smith, E. Broadbent, D. Fay, C. Roy, P. Green, F. Hodgkins, J. Ruark, Ellen Leicher

Location: Town Hall Volunteer Meeting Room 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of 1/10/18 were voted on and approved without change 4-0.
Energy Policy	1. Action – Based on examples of other Towns , HEAC is to review the types of goals that would make sense in Harvard – Typical: Emissions, Renewable %, Netzero, Applicability (e.g., Town Buildings or Total Community). The plan for Town approval of a policy and action plan at a Town Meeting (Fall 2018 or Spring 2019) is to be reviewed. An action plan is needed now in order to make significant reductions within a long period of time (~30 years). The education and action plan will be the most significant part of the effort. We need to assign a leader from HEAC. An event in the Spring for community outreach should consider this topic.
Town Energy Project Updates	<ol style="list-style-type: none"> 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 – Issue POs. Report – Notify DOER in the Spring about a required extension to deadline. Hallway Lighting – Guardian installed the 4 replacement fixtures; the tablets need to be commissioned. 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. – Tim identified one Town employee person that is interested. Bromfield Classroom Lighting –RFP process. <ol style="list-style-type: none"> Select Consultant to create technical bid spec - Forrest working with Marie on draft RFP. There were no responses to the RFP for the Technical Spec. Forrest reviewed the new approach with Kelly at DOER. Forrest working with Marie to finalize the scope, criteria and options. Forrest to review the scope details and survey of the Bromfield school areas next week. Also, the contract will need to have progress payments that are consistent with the DOER 25/50/25% payments. HES Solar Panels – David requested Josh Myler to pay the \$200 fee to monitor the production from the 8kW array installed on the HES. - Open
HES Renovation	<ol style="list-style-type: none"> HES Building Committee – 6/8/17 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. Ron Ostberg communicated the approach by the Building Committee to ensure the building design has good energy performance (low Energy Intensity). <ol style="list-style-type: none"> The number one priority is the building envelope because other systems may be replaced during its lifetime. The option of Ground Source heat pumps is being considered, but the cost may be high. <p>The plan is to review the estimates upon receipt and then determine if any changes to the design are warranted.</p>

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Misc. Projects	<ol style="list-style-type: none"> 1. CPIC Request/Capital Plan – Bromfield Controller replacements ~\$60k – 75k in capital plan for FY19,20,21. – John believes there are 2 controllers in the budget. 2. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. Actions: <ol 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 10/24/16. Next Actions: <ol 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. iv. Step 4 – BOS approve Aggregation Plan v. Step 5 – DPU review and approve plan -6 months c. Broker Selection - 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 – Eric reviewing draft Eric worked with Kara to provide comments on RFP back to Marie. Chris to follow up. d. Survey – Eric will plan the details and timing. 3. HEATSMART Mass –Harvard/Bolton one of four successful applicants! <ol style="list-style-type: none"> a. Volunteers are needed to make this program a success. – Five people attending the Forum volunteered to help out. b. Installer Selection – Based on the criteria, 9 proposals were reduced to 6 installers (4 Air Source and 2 Ground Source) on Jan 22. Selection due to complete end of Jan to support Kickoff by end Feb. 4. 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 <11/14/17 – Sid to arrange meeting to solicit advice on how to proceed.
Future Meetings	<p>2018 – Feb 14, Feb 28, Mar 14, Mar 28, Apr 11, April 25, May 9, May 23, Jun 13, Jun 27</p> <p>HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>