

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
 PAT WENGER, CAPITAL PLANNING
 DON LUDWIG, FINANCE COMMITTEE

Meeting Minutes 9/9/15

Attendees: B. Smith, S, Matson, C. Roy

Location: Hildreth Elementary School Library 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of August 12, 2015 were approved 3-0.
Town Energy Project Updates	<p>1. Green Community Spring 2015 Grant Projects</p> <ul style="list-style-type: none"> a. Hildreth House HVAC - Project scope being modified. Steve is working with John Scheidel of Guardian. The latest discussion is to have separate systems to serve each floor – a duct system on the first floor and possibly a heat pump on the second floor. Any solution needs to be within the constraints of aesthetics, efficiency and budget. b. Peregrine Schools and Library Retrocommissioning – includes contingency repairs. – need to schedule a walk through and develop the contract. Brian to set up conference call. c. Bromfield Hallway Lighting – The initial project for occupancy sensors was changed to LED replacement. d. Bromfield Exterior Lighting e. DPW and Police Station lighting. f. Building Operator Certification – This is to be for a member of the Schools Facility staff. Note that Mark Force is already certified Level 1. g. Admin Fee – to cover monitoring of funds and quarterly reporting. – Need to establish scope of work for Town employee (likely Marie S.) <p>Status – Guardian – Brian signed and returned the National Grid incentives. Brian to develop the purchase orders for each GC project and send to Lorraine for review. The Harvard Press documented the grant award to Harvard on August 20, 2015</p> <p>2. Net Metering Agreement RFP/RFQ</p> <ul style="list-style-type: none"> a. Steve worked with Chris to create a hybrid RFP, approved by Tim Bragan for issue 8/17 and proposals due 9/14. There is no pre-bid conference. Request was for 1 M kWhr with a range of 0.5 to 1.5M.
Schools	<p>1. Bromfield Roof Solar PPA – Brightergy Solar –</p> <ul style="list-style-type: none"> a. RFQ – Discussed that the RFQ process remains the best option. We are aware of the open issues (structural and interconnect) and need to weed out companies without adequate financing. <p style="text-align: center;">Brian/Chris will review and make changes to the roof lease RFQ and issue to Lorraine and then to the School Committee for final approval.</p>
Bromfield School Monitoring	<p>Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation:</p> <p>Actions</p> <ul style="list-style-type: none"> 1. Data downloaded and batteries were replaced at the beginning of Sept. to be evaluated. Steve stated that the project report with Cadmus is pending.

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
PAT WENGER, CAPITAL PLANNING
DON LUDWIG, FINANCE COMMITTEE

Meeting Minutes 9/9/15

Misc Projects	<ol style="list-style-type: none">1. Demand Response / Peak Shaving – Peak shaving to reduce the peak load that the electric rate is based on. Demand response to reduce load when needed by the utility for an incentive. Chris Roy will investigate this initiative with National Grid. Determine if we should subscribe to Utility provided usage data. –Chris will review whether there is any way with or without National Grid that the user can cut back usage with controls or behavior to help with peak shaving or demand response. – Status: No change2. Harvard Track Fieldhouse Solar – Eric met 5/27/15 with Nick Steele about the scope of this project. The structural and electrical requirements are being evaluated. – No update3. HEAC Survey – Prepare a survey to solicit ideas, input and support at any level from the community. – No update4. Energy Usage Report – Brian to create update for report to Town Committees. TBD
---------------	--