

# 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 8/12/15

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

Location: Hildreth Elementary School Library 8 PM

	<b>Meeting Discussion/Status</b>
Minutes; Membership	The minutes of June 24, 2015 and July 22, 2015 were approved 3-0.
Town Energy Project Updates	<p>1. Green Community Spring 2015 Grant Projects</p> <ul style="list-style-type: none"> <li>a. Hildreth House HVAC - The project includes a new AC condenser using the existing ducts. The project will require a detail review if approved. <b>Steve notified Connie Larrabee of the Town Hall &amp; Hildreth House Building Committee of the impact on energy usage and costs with the proposed project.</b> However, the scope of work is being modified to a different system and likely heating only – Steve is working with John Scheidel of Guardian.</li> <li>b. Peregrine Schools and Library Retrocommissioning – includes contingency repairs. – <b>need to schedule a walk through.</b></li> <li>c. Bromfield Hallway Lighting – The initial project for occupancy sensors was changed to LED replacement.</li> <li>d. Bromfield Exterior Lighting</li> <li>e. DPW and Police Station lighting.</li> <li>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.</li> <li>g. Admin Fee – to cover monitoring of funds and quarterly reporting. – <b>Need to establish scope of work for Town employee (likely Marie S.)</b></li> </ul> <p>Status – Guardian also requested that the NGrid applications be signed. – <b>Brian attended a call on July 24 with Guardian, Peregrine, DOER and National Grid to review program requirements.</b></p> <p>2. Net Metering Agreement RFP/RFQ</p> <ul style="list-style-type: none"> <li>a. Syncharpha has been very responsive. <b>Steve is meeting with the subcommittee to determine how to respond to the Syncharpha plan.</b></li> <li>b. Steve worked with Chris to create a hybrid RFP, <b>approved by Tim Bragan for issue 8/17 and proposals due 9/14. There is no pre-bid conference.</b></li> </ul>
Schools	<p>1. Bromfield Roof Solar PPA – Brightergy Solar –</p> <ul style="list-style-type: none"> <li>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.</li> </ul> <p style="text-align: center;"><b>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.</b></p>
Bromfield School Monitoring	<p>Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation:</p> <p><b>Actions</b></p> <p>1. Data downloaded from 60 sensors. Sofia and Steve will try to get remaining 20 sensors by end of June. Steve will work with Cadmus to continue the use of the</p>

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	<p>sensors. Data to be evaluated. – Steve confirmed that the program will continue another year and trying to have the batteries replaced for each unit. <b>Steve plans to attend a project report meeting at Cadmus in Waltham on Aug 25.</b></p>
Misc Projects	<ol style="list-style-type: none"> <li>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. – <b>Status: No change</b></li> <li>2. <b>Harvard Track Fieldhouse Solar</b> – Eric met 5/27/15 with Nick Steele about the scope of this project. The structural and electrical requirements are being evaluated. – <b>No update</b></li> <li>3. <b>HEAC Survey</b> – Prepare a survey to solicit ideas, input and support at any level from the community. – <b>No update</b></li> <li>4. Energy Usage Report – <b>Brian to create update for report to Town Committees. TBD</b></li> </ol>