

# 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  
 SOFIA CATALINA  
 STU SKLAR, BOARD OF SELECTMEN  
 MARY TRAPHAGEN, SCHOOL COMMITTEE  
 PAT WENGER, CAPITAL PLANNING  
 DON LUDWIG, FINANCE COMMITTEE

## Meeting Minutes 6/24/15

Attendees: B. Smith, C. Roy, E. Broadbent

Location: Hildreth Elementary School Library 8 PM

	<b>Meeting Discussion/Status</b>
Minutes; Membership	The minutes of June 9, 2015 were approved 3-0. The next meeting is scheduled for July 22.
Town Energy Project Updates	<p>1. Green Community Spring 2015 Grant Application: The Projects submitted at end of March are pending approval noted as follows:</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.</li> <li>b. Peregrine Schools and Library Retrocommissioning – includes contingency repairs.</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. 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>f. Admin Fee – If awarded, a Town employee such as a part time planner would be a good candidate to perform this function.</li> </ul> <p>Status – No activity in the recent two weeks. Guardian also requested that the NGrid applications be signed. – <b>NO CHANGE</b></p> <p>2. Net Metering Agreement</p> <ul style="list-style-type: none"> <li>a. Syncharpha has been very responsive. Steve highlighted the concern that if Transmission and Distribution credits end, then a negative credit can occur.</li> <li>b. Chris and Steve to work on a new RFQ based on the previous RFP and provide to Tim Bragan by July 15. <b>Draft due by July 10.</b></li> </ul> <p>3. Energy Usage Report – <b>Brian to create update for report to Town Committees. TBD</b></p>
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. The basis for the agreement will be the Brightergy RFQ template, the Concord Willard School RFQ, the Concord Landfill RFP and the Harvard NMCPA RFP. Chris to provide the Concord Landfill RFP and Willard School RFQ when issued. There does not appear to be any conflict with the existing Town Power contract. <b>The details of the RFQ requirements and process were discussed. Chris/Brian to create new RFQ draft by July 10, for discussion at the July 22 HEAC meeting and approval at the School Committee meeting on July 27.</b></li> <li>b. <b>Eric to ask Mark F / Gabe V for input.</b> – Eric to speak with Mark Force about the roof warranty and the likely need to pay the roof company to make the roof penetrations.</li> </ul>

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Bromfield School Monitoring	<p>Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation:</p> <p><b>Actions</b></p> <ol style="list-style-type: none"> <li>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 sensors. Data to be evaluated. – <b>No update</b></li> </ol>
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> </ol>