

# 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 5/13/15

Attendees: B. Smith, E. Broadbent, S. Matson, C. Roy, S. Catalina  
 Guests: Jim Lee, Nick Steele, Ian Rowatt

Location: Hildreth Elementary School Library 8 PM

	<b>Meeting Discussion/Status</b>
Minutes; Membership	The minutes of April 22, 2015 were approved 4-0.
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 – DOER Comments received 4/27. Brian responded 5/10. Guardian also requested that the NGrid applications be signed.</p> <p>2. Net Metering Agreement – HEAC will play a support role</p> <ul style="list-style-type: none"> <li>a. HEAC and the Town have been contacted or aware of three possible agreements: Borrego Solar (825k, 2% escalation); Syncarpha (provides option)..</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 – The site meeting was held at Bromfield between School Facilities and Brightergy (Craig Dwyer in Sales and an auditor). Brightergy considers the roof acceptable subject to structural analysis if awarded the project. Brightergy provided a bid template to use for the School Committee to go out for bid as a Request for Qualifications.</p> <ul style="list-style-type: none"> <li>a. <b>Brian to ask Lorraine for advice on the RFQ/RFP process and whether we need to go out for bid. - TBD</b></li> <li>b. <b>Eric to ask Mark F / Gabe V for input.</b> – Eric spoke with Gabe who did not remember the details of the previous evaluation. 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>
Bromfield School Monitoring	<p>Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation:</p> <p><b>Actions</b></p> <p>1. <b>Data Download from sensors</b> – David, Steve and Sofia are reviewing data downloaded from the sensors which is primarily consistent with the survey results.</p>

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	<p>– <b>Data downloaded from 21 sensors. Plan to download another set of data at end of school year. – Sofia offered to help. Steve will work with Cadmus to continue the use of the sensors.</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> - Nick Steele has a senior project to install solar panels on the fieldhouse / equipment shed roof. There are 7 Evergreen solar panels available from a previous initiative to execute this project. There are funds for the interior from a Lions club grant and possibly the Trustee. The structural engineer work was also performed. Nick needs to determine the use and power needs of the project. Eric will be the primary HEAC contact. The target is to complete the project by August with a deadline of October.</li> </ol>