

# Town of Harvard Energy Advisory Committee

BRIAN SMITH – CHAIR  
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 JIM ELKIND  
 DAVID FAY  
 STEVE MATSON  
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 BOB SULLEBARGER, SCHOOL COMMITTEE  
 KEITH CHEVERALLS, CAPITAL PLANNING  
 TBD, FINANCE COMMITTEE

## Meeting Minutes 8/13/14

Attendees: B. Smith, E. Broadbent, S. Matson, S. Catalina, C. Roy, J. Elkind, D. Fay  
 Nick Tavis and Steven Lengieza – Cadmus Group (Part Time)

Location: Old Library 8 PM

	<b>Meeting Discussion/Status</b>
Minutes; Membership	The minutes of 7/16/14 were accepted by unanimous vote 4-0.
Town Energy Project Updates	<ol style="list-style-type: none"> <li>1. Green Community program completion – Eric issued the final report to DOER.</li> <li>2. Green Community Projects for 2015 – Brian needs to contact Guardian to scope Bromfield exterior and hall lighting projects, and Hildreth HVAC and weatherization. Steve provided all background information for Guardian and their contractors to evaluate the Hildreth projects.</li> </ol>
Schools	<ol style="list-style-type: none"> <li>1. Schools Roof Solar – Brightergy Solar – This is a company that focuses on school roof solar PPA projects and has approached Harvard. Brian will notify Brightergy to discuss with the Superintendent and Mark Force and HEAC can advise as needed.</li> <li>2. Peregrine Energy project – Peregrine submitted a proposal on August 12 to analyze electrical circuit monitoring and building management system trend logs and then make recommendations to improve energy performance. This will likely include modifying BAS setpoints. This is a one year project with approximately a 3 year payback. Brian will respond to Peregrine that we are interested but need to pursue a funding source for FY16.</li> <li>3. Bromfield Building Automation System – Jim E to verify with B2Q that the system does not store historical data. We may need a software upgrade to have this capability.</li> </ol>
Bromfield School Monitoring	<p>The Cadmus Group (Nick and Steven) presented a plan to provide a no cost monitoring of building climate using instrumentation provided by Onset Corporation. This was arranged by Steve Matson as an effort to better analyze our energy use and validate results from the Bromfield survey. The instrumentation is mainly for temperature and relative humidity data recording that can be downloaded to a computer periodically. The purpose is also to validate thermostat readings and eliminate personal opinion of climate conditions.</p> <p>A meeting was held with Cadmus (Matt P and Nick), Steve M, Mark F, Gretchen Henry (HES), Sue Frederick (HES) to discuss opportunities and whether both schools should be involved. The decision is that the project will be only at Bromfield at this time. Cadmus will provide the instrumentation and training and support to start the project. Sofia will enroll members of the green team to finish the classroom installation including pictures of the installations. They will limit the use of wired instruments and turn off LCD screens to ensure they are not interfered with or as visible. The instruments will also be located as close to people as possible to compare to anecdotal reports in the survey. They may record the height of the instrument. The location of the instruments will be approved by the teachers.</p> <p><b>Actions</b>  <b>Install the instruments during the week of 8/18 and 8/25.</b>  <b>Communicate this project to School Committee and the Town.</b>  <b>Communicate to Bromfield Staff - objectives of the effort and follow up to the survey.</b></p>