

Town of Harvard Energy Advisory Committee

BRIAN SMITH – CHAIR
ERIC BROADBENT – VICE CHAIR
DAVID FAY
CHRIS ROY
PAUL GREEN

ASSOCIATE MEMBERS:
STUDENT MEMBER:
LIAISONS:

FORREST HODGKINS
ANYA BEGUE
STU SKLAR, BOARD OF SELECTMEN
JOHN RUARK, SCHOOL COMMITTEE
SUSANMARY REDINGER, CAPITAL PLANNING
DON LUDWIG, FINANCE COMMITTEE

Meeting Minutes 5/24/17

Attendees: B. Smith, D. Fay, C. Roy, P. Green, F. Hodgkins, A.Begue, John Ruark

Location: Town Hall 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of April 26 and May 10 were approved 3-0.
Town Energy Project Updates	<ol style="list-style-type: none"> 1. Green Community Spring 2015 Grant Project Status – <ol style="list-style-type: none"> a. Peregrine Schools and Library Monitoring – Monitoring report – draft reports submitted for the schools and library. Monitoring software expires Dec 2017. Library – Report being reviewed by Pete Jackson and the library controls vendor Honeywell. David investigating areas of concern. Bromfield/Hildreth – Reports being reviewed by David and send to HEAC. 2 components failed and had to be replaced. David to establish quarterly reviews with Mark Force. Current focus is on Library. Action: David create presentation based on Monitoring project recommendations. Target Completion 6/30/17. b. Library Lighting – <ol style="list-style-type: none"> i. Cancellation cost invoice is outstanding. ii. Tube lighting – Forrest investigating an instance of failed tube ballasts; needs info from Pete J to send to Guardian. – Info not provided. Ballasts were supposed to have been replaced. c. TBS Exterior and Hall Lighting – Guardian is working on a punch list of recent issues identified by Mark Force. – Guardian Project Manager Adam S to visit site. d. DPW lighting. Replacement wall packs installed. Guardian to submit invoice for \$380 adder. - invoice received. Brian to process payment. – pending e. Misc projects for future funds – Ideas Sewer Plant lighting; Street lights, Fire Station Exterior Lighting, Bromfield Lighting/Controls – Electric Car Charging Station (Chargepoint). Eric to check with DOER if there are any grants for Energy Manager costs. Electric Car (Loaner vs. mileage rates?) f. 2017 Green Community Grant Application – Submitted Mar 3. Projects: Bromfield Lighting, BAS Programming, Bromfield Weatherization, SiteSage Monitoring software renewal and Peregrine support, Admin. Action: Bromfield Lighting – determine requirements for RFP process. Forrest is working with Marie to decide best way to comply with procurement laws and be completed in a timely manner. Forrest confirmed with DOER that admin funds cannot be used for RFP but Tech Assistance grants can be used. There is a Technical Assistance grant that may be available in July for RFP development. Include requirement to install test fixtures. Forrest to review with Marie the option to use MRPC who can then bill DOER to help create RFP. g. GC Grant Application - DOER requested that the smaller BAS projects have Utility incentives – these were not included because the cost exceeds the benefits – resolve with Peregrine and DOER. Kelly Brown DOER confirmed that no further action is required; the only change is that DOER may require more evidence than typical that measures were

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	<p>implemented and savings realized.</p> <p>h. Plan for 2017 Annual Report Completion – Brian to develop to review with Town Staff by end of June. Discuss how to access new vehicle fuel monitoring system. - Pending</p>
Town	<p>1. Bromfield Roof Solar PPA RFQ –The revised RFQ was sent to Lorraine and Marie on 3/2/16. - Brian checked with Marie – pending; suggestion was to focus on one location.</p> <p>a. Brian discussed that Solect Energy has been following up with how they can help the Town achieve the objective related by this RFP and are willing to come to a meeting to discuss. Brian to define our overall strategy, renewable energy objective and goals for discussion prior to discussing with Solect.</p> <p>2. Town Procurement Strategy – Brian to sketch out the problem statement and include the rationale of how all sources including CCA support the Town's needs. No Change.</p> <p>3. Net Metering Credit Purchase Agreement – Eric presented the details of the two proposals being considered. Total credits for 1.3 out of 1.7 MWhr of electric usage.</p> <p>a. Solar Design (Haskell Werlin) Wendell proposal – 820k kWhr, 9 cents/kwHr floor, 20 years. Contract Pending</p> <p>b. Oak Square Partners (John Typadis) Athol – 500k kWhr, 9 cents/kwHr, 20 years – offered a 27% discount as incentive. Eric met with BOS 2/28 to discuss the reduction of the discount from 27% to 20%. Contract issued to Oak Square.</p> <p>Note: Credits are only allowed to offset Supply, Distribution, Transition and Transmission charges on the utility bill. They can be applied to major buildings; and also applied to X% of the utility bill.</p> <p>Action – Oak Square – Eric/David work with Town staff to identify the Electric Accounts for which the credit is to be applied. – Pending</p> <p>4. Still River Fire Station – Paul is working with Anya and David to review the usage and recommend a solution to reduce energy usage. – This effort will also review the Central Fire Station.</p> <p>5. DPW – Meeting with new DPW Director Tim Kilhart. – David and Eric met with Tim who discussed the Maintenance plan for Town buildings and concerns about the Police Station. Tim has scheduled a meeting for June 23 at 9am with a contractor SmartWatt.</p>
Schools	<p>1. Bromfield School Monitoring Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation. All instruments returned. Data Analysis and final report to be done – on hold</p> <p>2. National Grid Solar/Storage/Demand Response DOE Sundial project (1MW Shirley solar array) – Eric met on 9/27 with the NGRID subcontractors to discuss the program and evaluate energy reduction opportunities and demand response qualifications. Project Prep Phase until Dec 2017; Study Phase in 2018 – next step is detailed site audit. – Pending – There is supposed to be a walk through at Bromfield by 4/14 with new energy partner. – Latest estimate for walk through is late June.</p> <p>3. “Harvard Local Environmental Forum” May 31, 2017 – HEAC is cohosting with Green Team. Focus will be on local action and state involvement. – Discuss risks and opportunities and policy.</p>
HES Renovation	<p>1. HES Building Committee – David Primary; Eric Secondary – The 4 options have to be reduced to one proposal at the June 8 meeting to be submitted to the MSBA.</p>

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	HEAC wants the most energy efficient building for the selected option; in theory, both options can achieve similar results.
Misc Projects	<ol style="list-style-type: none"> HEAC Survey/Plan – Prepare a survey to solicit ideas, input and support at any level from the community. – HEAC is tasked with preparing a report of progress and recommendations to BOS regarding the HEAC charter and scope. The recommendations should address the charter, town energy policy, guidelines for town building renovations, energy procurement, efforts to address residential and community needs. The report out may be in two phases including a review of usage for key Town Committees. – Action by Brian to discuss with Eric. - no change – Target 6/30 Brian CPIC Request/Capital Plan – Bromfield Lighting scope to be pending future GC grant. HVAC BAS programming pending a future GC grant. Controller replacements ~\$60k are not eligible for GC grant – source to be determined by Linda Dwight. – Susan Mary requested that we work in advance of the Sept deadline to identify the capital items identified. Brian to send the latest information to SusanMary to have the SC work with Mark Force on the capital plan. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. It was decided that an RFP is not required or needed to select a broker. Actions: <ol style="list-style-type: none"> Chris to determine if the Town can contract direct to MMWEC and/or ENE and not through a broker to obtain a better price. - open Approved at Town Meeting Oct 24. Next Actions: <ol style="list-style-type: none"> Step 1 - HEAC Evaluate and Select Broker by end Dec– Review Good Energy, Colonial Energy and Bay State Consultants. – See below discussion. Step 2 - Obtain Agreement by BOS. Step 3 – Broker/Town Develop Aggregation Plan with input from DOER by Mar 2017. Step 4 – BOS approve Aggregation Plan by Apr 2017 Step 5 – DPU review and approve plan May-Oct 2017 <p>HEAC recommended to proceed with Good Energy. Eric created a CCA status report for review by the BOS sched for 4/25. He will review with Marie Sobalvarro and develop plan for Broker selection and report to BOS. The meeting will also include a discussion of whether the RFP is needed or we can leverage the RFP process completed by MAPC. Eric met with BOS on 4/25 and presented rational for no RFP. BOS and Tim B will proceed with an RFP. Stu will help set a deadline to issue RFP and select broker. - Brian to ask Stu for timeline to select Broker. – no timeline provided. Another option is to use the MAPC RFP.</p> Commercial Design Guidelines – HEAC provided input to Planning Board subcommittee on the energy related sections. Comments received from Planning Board on 5/2/17. No discussion - HEAC to review for discussion at next meeting. Town Web Site – To be structured and populated.
Future Meetings	<p>2017 - Jun 14, Jun 28 HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>