

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 9/13/17

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

Location: Town Hall 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of 8/16 were approved 3-0.
Town Energy Project Updates	<ol style="list-style-type: none"> 1. Schools and Library Monitoring – Monitoring report – quarterly reports completed by Peregrine. – Plan to present to School Committee on Aug 28. David presented the update on the Monitoring Project to the School Committee on 9/11. There was good feedback on the effort to date; included a discussion on collaborating with the students and displaying the usage dashboard in the school. 2. Library Lighting – No Change <ol style="list-style-type: none"> a. Cancellation cost invoice is outstanding. b. Tube lighting failed ballasts – Guardian trying to get input from Pete J. 3. TBS Exterior and Hall Lighting – no progress on punch list identified by Mark Force. – 9/13 – new PM assigned at Guardian 4. 2017 Green Community Grant Projects: Bromfield Lighting, BAS Programming, Bromfield Weatherization, SiteSage Monitoring software renewal and Peregrine support, Admin. – All projects funded per application total \$249,972. One year to complete. Contract signed and submitted to DOER. First payment of 25% in process. Initiate discussions with each project vendor. 5. GC Admin – evaluate resource to help manage projects and reporting – School / Planner / Shared Energy Mgr. – Pursue possible candidates both within and outside Town Government. 6. Bromfield Classroom Lighting –RFP process. <ol style="list-style-type: none"> a. Tech Assistance Grant – received Award 9/11. Forrest working with Marie to select consultant from MA approved list, provided list 8/8. b. RFP – Goal issue in Nov. Involve Schools Business Manager Peter Rowe – this is delayed due to the grant. c. Contract – Schedule. - tbd 7. Green Community 2017 Annual Report – Brian to develop to review with Town Staff. Discuss how to access new vehicle fuel monitoring system. – Pending
Town	<ol style="list-style-type: none"> 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. <ol style="list-style-type: none"> a. Brian to define our overall strategy, renewable energy objective and goals for discussion prior to discussing with Solect. b. Brian contact Marie to find out status. 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. Solect Energy is tentatively scheduled for the Aug meeting to identify opportunities to meet our needs- Plan to push this out until Oct. 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. <ol style="list-style-type: none"> a. Solar Design (Haskell Werlin) Wendell proposal – 820k kWhr, 9 cents/kWhr floor, 20 years. Contract Pending <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;</p>

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	<p>and also applied to X% of the utility bill. 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 and Central Fire Station – Paul is working with Anya and David to review the usage and recommend a solution to reduce energy usage. Paul will invite Chief Sicard to a meeting.</p>
Schools	<p>1. National Grid Solar/Storage/Demand Response DOE Sundial project (1MW Shirley solar array) [Shines Project]–Project Prep Phase until Dec 2017; Study Phase in 2018 – Site Audit completed on July 13. Several follow up actions are required. – No change</p>
HES Renovation	<p>1. HES Building Committee – June 8 voted to replace building. There is a request develop a Sustainability/Resiliency Plan that will provide input to the design criteria. A local forum may be needed.</p>
Misc Projects	<p>1. 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 – Brian</p> <p>2. CPIC Request/Capital Plan – Bromfield Controller replacements ~\$60k are not eligible for GC grant – source to be determined by School Committee – This was requested at the 9/11 School Committee meeting to include in their capital plan. Also there should be a placeholder in FY20 for remainder of the Bromfield lighting ~\$100k.</p> <p>3. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. Actions:</p> <ul style="list-style-type: none"> a. 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 b. Approved at Town Meeting Oct 24. Next Actions: <ul style="list-style-type: none"> i. Step 1 - HEAC Evaluate and Select Broker by end Dec– Review Good Energy, Colonial Energy and Bay State Consultants. – See below discussion. ii. Step 2 - Obtain Agreement by BOS. iii. Step 3 – Broker/Town Develop Aggregation Plan with input from DOER. iv. Step 4 – BOS approve Aggregation Plan v. Step 5 – DPU review and approve plan -6 months <p>HEAC recommended to proceed with Good Energy w/o RFP which is not required. 4/25/17 - BOS and Tim B will proceed with an RFP. – Need to select broker. It was discovered that there are several questions to be addressed regarding the RFP. Eric met with Stu Sklar and Kara Minar to identify open issues that Kara will then review with Marie S.</p> <p>4. Commercial Design Guidelines – HEAC provided input to Planning Board subcommittee on the energy related sections. Comments received from Planning Board on 5/2/17. - HEAC discussed Planning Board response to HEAC recommendations. Comments are to be integrated by Paul Green into a response back to the Planning Board.</p> <p>5. HEATSMART Mass –The program is a bulk purchasing program for home heating</p>

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	<p>equipment similar to the Solarize program.</p> <ul style="list-style-type: none">a. Solicitation issued July 24. Joint Proposal with Bolton due 9/15. – On Scheduleb. Volunteers – Ellen and Eric agreed to help with the application process. We need to enroll more volunteers for this project, especially a Coach. <p>6. All Boards Meeting – Brian attended on 9/6. The BOS FY18 Goals were presented. One of the goals is to prioritize the tasks set forth in the 2016 Master Plan. There were two recommendations in the Master Plan assigned to HEAC: Sustainability policies for facility projects and to develop public education programs on sustainability and environmental concerns such as ... energy conservation. It was discussed that we should address this by holding public forums for related topics. Target one forum on CCA about greening the grid in Fall 2017.</p>
Future Meetings	<p>2017 - Sep 27 Oct 11 Oct 25 Nov 8 Dec 13 HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>