

# 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  
KARA MINAR, BOARD OF SELECTMEN  
JOHN RUARK, SCHOOL COMMITTEE  
SUSANMARY REDINGER, CAPITAL PLANNING  
CHARLES OLIVER, FINANCE COMMITTEE

## Meeting Minutes 1/10/18

Attendees: B. Smith, D. Fay, C. Roy, F. Hodgkins, J. Ruark  
Ron Ostberg (guest)

Location: Town Hall Volunteer Meeting Room 8 PM

	Meeting Discussion/Status
Minutes; Membership	<b>The minutes of 12/20/17 were voted on 3-0.</b>
<b>Energy Policy</b>	<ol style="list-style-type: none"> <li>1. Action – Brian provide other Town/City goal examples to initiate a discussion at the next meeting. – <b>Examples were reviewed briefly. HEAC is to review the types of goals that would make sense in Harvard – Typical: Emissions, Renewable %, Netzero, Applicability (e.g., Town Buildings or Total Community). The plan for Town approval of a policy and action plan at a Town Meeting (Fall 2018 or Spring 2019) is to be reviewed. An action plan is needed now in order to make significant reductions within a long period of time (~30 years).</b></li> </ol>
Town Energy Project Updates	<ol style="list-style-type: none"> <li>1. 2017 Green Community Grant Projects: BAS Programming, Bromfield Weatherization, SiteSage Monitoring software renewal and Peregrine support, Admin. – All projects funded per application total \$249,972. Deadline March 30 2018. First payment of 25% in process. TBS Weatherization – Issue POs. Report – <b>Brian requested DOER approval to formally delay grant project deadline to Fall 2018 – response was to submit request near the Spring deadline.</b></li> <li>2. Hallway Lighting – Guardian has test fixtures to install.</li> <li>3. GC Admin – evaluate resource to help manage projects and reporting – School / Planner / Shared Energy Mgr. – both within and outside Town Government. – Brian/Eric to meet with Tim Bragan and Staff. – Tim identified one Town employee person that is interested.</li> <li>4. Bromfield Classroom Lighting –RFP process. <ol style="list-style-type: none"> <li>a. Select Consultant to create technical bid spec - Forrest working with Marie on draft RFP. There were no responses to the RFP for the Technical Spec. <b>Forrest reviewed the new approach with Kelly at DOER. Forrest working with Marie to finalize the base scope and what options will be requested.</b></li> </ol> </li> <li>5. <b>HES Solar Panels – David requested Josh Myler to pay the \$200 fee to monitor the production from the 8kW array installed on the HES.</b></li> </ol>
HES Renovation	<ol style="list-style-type: none"> <li>1. HES Building Committee – <b>6/8/17</b> voted to replace building. There is a request to develop a Sustainability/Resiliency Plan that will provide input to the design criteria. A local forum may be needed. – Ron Ostberg formed a subcommittee. <b>Ron Ostberg communicated the approach by the Building Committee to ensure the building design has good energy performance (low Energy Intensity).</b> <ol style="list-style-type: none"> <li>a. <b>The number one priority is the building envelope because other systems may be replaced during its lifetime.</b></li> <li>b. <b>The option of Ground Source heat pumps is being considered, but the cost may be high.</b></li> </ol> <b>The plan is to review the estimates upon receipt and then determine if any changes to the design are warranted.</b> </li> </ol>

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Misc. Projects	<ol style="list-style-type: none"> <li>1. CPIC Request/Capital Plan – Bromfield Controller replacements ~\$60k – 75k in capital plan for FY19,20,21.</li> <li>2. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. Actions: <ol style="list-style-type: none"> <li>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</li> <li>b. Approved at Town Meeting 10/24/16. Next Actions: <ol style="list-style-type: none"> <li>i. Step 1 - HEAC Evaluate and Select Broker by end Dec– Review Good Energy, Colonial Energy and Bay State Consultants. – See below discussion.</li> <li>ii. Step 2 - Obtain Agreement by BOS.</li> <li>iii. Step 3 – Broker/Town Develop Aggregation Plan with input from DOER.</li> <li>iv. Step 4 – BOS approve Aggregation Plan</li> <li>v. Step 5 – DPU review and approve plan -6 months</li> </ol> </li> <li>c. Broker Selection - 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 – Eric reviewing draft Eric worked with Kara to provide comments on RFP back to Marie. <b>Chris to follow up.</b></li> <li>d. Survey – Eric will plan the details and timing.</li> </ol> </li> <li>3. HEATSMART Mass –Harvard/Bolton one of four successful applicants! <ol style="list-style-type: none"> <li>a. Volunteers are needed to make this program a success. – Five people attending the Forum volunteered to help out. A committee is being formed in Jan for vendor selection.</li> </ol> </li> <li>4. Electric Vehicle Charging Station Project – Sid Samsi – Sid to arrange team meeting and enroll one more volunteer. Eric provided old survey draft; goal to issue &lt;11/14/17 – Sid to arrange meeting to solicit advice on how to proceed.</li> </ol>
Future Meetings	<p>2018 – Jan 24, Feb 14, Feb 28, Mar 14, Mar 28, Apr 11, April 25, May 9, May 23, Jun 13, Jun 27</p> <p>Std HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>