

Town of Harvard Energy Advisory Committee

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

ASSOCIATE MEMBERS:
STUDENT MEMBER:
LIAISONS:

ELLEN SACHS-LEICHER
OPEN
KARA MINAR, BOARD OF SELECTMEN
JOHN RUARK, SCHOOL COMMITTEE
SUSANMARY REDINGER, CAPITAL PLANNING
CHARLES OLIVER, FINANCE COMMITTEE

Meeting Minutes 7/18/18

Attendees: B. Smith, E. Broadbent, C. Roy, P. Green, J. Ruark, Ellen Sachs-Leicher

Location: Hildreth House 8 PM

	Meeting Discussion/Status
Admin	The minutes of 5/23/18 were voted on and approved 4-0.
Energy Policy	<ol style="list-style-type: none"> 1. Action –Typical Examples from other towns: 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 to make significant reductions within a long period of time (~30 years). The education and action plan will be the most significant part of the effort. Paul – leader, David support. No subcommittee at this time until reviewed with BOS. Project Charter completed. 2. Brian determine if there is any process required to form a subcommittee on Policy. – being reviewed by Kara M. - Open 3. Resilience (Municipal Vulnerability Preparedness program) - Harvard was awarded \$15k year FY19 and \$20k FY20. A committee is to be established and a consultant selected.
Town Energy Project Updates	<ol style="list-style-type: none"> 1. 2017 Green Community Grant Projects: BAS Programming, SiteSage Monitoring software renewal and Peregrine support, Admin. –Deadline May 31, 2019. David noted that the SiteSage license project will need to be re-scoped because HES will not be included. HEAC needs to propose a re-scope to Jane Pfister at DOER. – pending until after Town Meeting. 2. Bromfield Weatherization – Contract to Guardian (BE Retrofit) signed 7/17/18 – schedule to complete in Aug. 3. Hallway/Exterior Lighting – Guardian installed the 4 replacement fixtures; the tablets need to be commissioned. – Reviewed with Mark Force and Guardian and a different fixture is on order. – Jon Snyder to update. 4. Bromfield Classroom Lighting – RFP Package ready for issue. Base bid as Classrooms/Offices. Options for Library and Gym/Weight room. Re-scope approved by DOER, including Auditorium. Contract to EMC signed 6/28/18; substantial completion in August. 5. 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. – Brian identified that MRPC is applying to DOER to help Green Communities with their project, annual report and application activities and wants to include Town of Harvard. There is no obligation and HEAC will need to plan what activities can be done by MRPC, a Town employee or HEAC. The MRPC Planner involved is Karen Chapman. Brian to prepare a matrix of duties and resource to execute. 6. Fire Station –Tim Kilhart plans to have a MassSave audit performed on Stations 2&3. - Pending
Schools	<ol style="list-style-type: none"> 1. School Committee HEAC Update – Brian presented the HEAC & Energy use update to the School Committee on 5/29/18. 2. Bromfield School – DOE Sunshot project - Work by IPKeys to BAS system was completed to add wireless controller and meter connector.

Town of Harvard Energy Advisory Committee

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

ASSOCIATE MEMBERS:
STUDENT MEMBER:
LIAISONS:

ELLEN SACHS-LEICHER
OPEN
KARA MINAR, BOARD OF SELECTMEN
JOHN RUARK, SCHOOL COMMITTEE
SUSANMARY REDINGER, CAPITAL PLANNING
CHARLES OLIVER, FINANCE COMMITTEE

Meeting Minutes 7/18/18

Misc Projects	<ol style="list-style-type: none">1. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. Actions:<ol style="list-style-type: none">a. Approved at Town Meeting 10/24/16. Next Actions:<ol style="list-style-type: none">i. Step 3 – Broker/Town Develop Aggregation Plan with input from DOER.ii. Step 4 – BOS approve Aggregation Planiii. Step 5 – DPU review and approve plan -6 monthsb. Contract between Town and Colonial Power Group broker was signed week of 6/5/18. Generic Aggregation plan posted July 11 to July 31 for comments.c. Survey – Eric will plan the details and timing.2. HEATSMART Mass –Harvard/Bolton one of four successful applicants.<ol style="list-style-type: none">a. Installers Selected – Bill Wenzel Heating and Air Conditioning, Merrimack NH (geothermal). Boucher Energy Systems, Mendon MA. No cost enhanced energy assessment for heat pump installs by Homeworks Energy. Installations - Sign up by July. Install by Dec 2018.b. Program extended until Fall 2018.3. Select Board Meeting – Brian attended on 6/5 to update CCA, Heatsmart and MVP initiatives.
Future Meetings	2018 – Aug 15 HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.