

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, SELECT BOARD
JOHN RUARK, SCHOOL COMMITTEE
SUSANMARY REDINGER, CAPITAL PLANNING
CHARLES OLIVER, FINANCE COMMITTEE

Meeting Minutes 10/24/18

Attendees: B. Smith, E. Broadbent, D. Fay, P. Green, F. Hodgkins, E. Sachs-Leicher, J. Ruark, Karen Chapman (MRPC)

Location: Town Hall 8 PM

	Meeting Discussion/Status
Admin	The minutes of 10/10/18 were voted on and approved 5-0, as amended.
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 (Spring 2019 or 2020) 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 G discussed a motion to create a subcommittee for the Energy Policy effort. The decision was to re-work the motion for next meeting to make it simpler and less restrictive for the subcommittee to achieve the desired results. 2. Resilience (Municipal Vulnerability Preparedness program assessment and planning) - Harvard was awarded \$15k year FY19 and \$20k FY20. A Kick-Off Meeting is scheduled for 10/25.
Town Energy Project Updates	<ol style="list-style-type: none"> 1. 2017 Green Community Grant Projects: –Schedule deadline Dec 2018. Contract Deadline May 31, 2019. 2. SiteSage License extension. David recommended that the license extension be only done for Bromfield and not the Library or HES. HEAC needs to propose re-scope options to Jane Pfister at DOER. SiteSage does not offer extension beyond 2 years. Brian to submit invoices received from David for payment. 3. BAS Programming – David to arrange with Jon Snyder and BCM - pending 4. Bromfield Classroom Lighting –Work Complete. Need final documentation. 5. GC Admin – evaluate resource to help manage projects and reporting– Pending <ol style="list-style-type: none"> a. Final Report - Tim identified one Town employee person that is interested. Brian to request the final report be started in Sep. - Pending b. Annual Report - MRPC Karen Chapman received grant approval to help Harvard with the Annual Report activities. They requested approval to see the MEI data. David noted that the weather normalization data was updated but the reports are not correct; review with David prior to using MEI data. Julie D to obtain School authorization forms signed for MRPC. Karen Chapman discussed the DOER Annual Report template and input required for all sections. David to work on the energy use data and notify Karen when complete. Brian to update the project table. c. Energy Usage Monitoring – Police Station gas meter is not registering usage correctly. 6. GC Projects – Propose for 2019 Applications <ol style="list-style-type: none"> a. Fire Station –Tim Kilhart plans to have a MassSave audit performed on the Main and Still River stations. – BE Retrofit quote due; RISE Audit completed 10/12. Proposals Pending. b. Old Library – Insulation – Attic and Roof - RISE Audit completed 10/12. HCC has created a new gas and electric account – we will need to connect this to MEI. Karen Chapman will determine how to treat in energy baseline

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	<p>by asking DOER. Any insulation needs to be coordinated to happen after the roof leaks are fixed or new roof is installed.</p> <p>c. Lighting – Old Library, Library, Bromfield School – EMC Audit schedule for Nov 6 pending availability of Town personnel.</p>
Misc Projects	<p>1. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. Actions:</p> <p>a. Approved at Town Meeting 10/24/16. Remaining Actions:</p> <ol style="list-style-type: none"> Step 5 – DPU review and approve plan (submitted 7/31/18) - 6 months Step 6 – Broker develop customized plan with HEAC. Step 7 – SB approved customized plan. <p>b. Contract between Town and Colonial Power Group broker was signed week of 6/5/18. There is a public notice hearing in Boston about the Aggregation plan Nov 7 at 2 pm.</p> <p>c. Survey – Brian sent to Ellen for review; discuss, update and send to Eric.</p> <p>2. HeatSmart –Eric and Ellen to provide debrief comments to CEC. Eric/Ellen to coordinate press coverage. They are determining how the leftover outreach funds can be used.</p> <p>3. CPIC Projects – pending proposals for TBS, Library, HCC, Fire Stations.</p>
	Meeting adjourned 9:45 pm.
Future Meetings	<p>2018 – 11/14, 11/28, 12/12</p> <p>HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>