

# 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 11/14/18

Attendees: B. Smith, E. Broadbent, D. Fay, P. Green, F. Hodgkins, E. Sachs-Leicher, J. Ruark

Location: Town Hall 8 PM

	Meeting Discussion/Status
Admin	<b>The minutes of 10/24/18 were voted on and approved 5-0, as amended.</b>
Energy Policy	<ol style="list-style-type: none"> <li>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. – <b>Paul G proposed a motion, seconded and debated resulting in the following approved 5-0:</b>  <b>“To Establish a Town Energy Policy Subcommittee of the Energy Advisory Committee composed of 5 members, 2 of whom shall be members of the Energy Advisory Committee and 3 of whom shall be members of the community at large appointed by the Energy Advisory Committee.”</b></li> <li>2. Resilience (Municipal Vulnerability Preparedness program assessment and planning) - Harvard was awarded \$15k year FY19 and \$20k FY20. <b>Kick-Off Meeting held 10/25. Stakeholders identified. Ag Survey in development.</b></li> </ol>
Town Energy Project Updates	<ol style="list-style-type: none"> <li>1. 2017 Green Community Grant Projects: –Schedule deadline Dec 2018. Contract Deadline May 31, 2019.</li> <li>2. SiteSage License 2-year extensions. <b>Decision to renew for all 3 building as proposed. Brian to submit invoices received from David for payment.</b></li> <li>3. BAS Programming – David to arrange with Jon Snyder and BCM – <b>pending (employee that proposed the effort left BCM).</b></li> <li>4. Bromfield Classroom Lighting – <b>Brian to process final invoice.</b></li> <li>5. GC Admin <ol style="list-style-type: none"> <li>a. Final Report - Tim identified one Town employee person that is interested. Brian to request the final report be started in Sep. - <b>Pending</b></li> <li>b. Annual Report - MRPC Karen Chapman <b>working on Annual Report. MRPC authorized to see MEI data. David updated MEI data.</b></li> <li>c. Energy Usage Monitoring – Police Station gas meter is not registering usage correctly. <b>Gas usage is negligible since new meter installed Spring 2017. HEAC is concerned that NGRID will request payment for usage in arrears and therefore error should be addressed. It will also need to be noted in the Annual Report. Inform Kara Minar.</b></li> </ol> </li> <li>6. GC Projects – Propose for 2019 Application <ol style="list-style-type: none"> <li>a. Fire Station –Tim Kilhart plans to have a MassSave audit performed on the Main and Still River stations. – <b>Northern Energy / BE Retrofit quote rcvd Nov 5 – Brian to distribute; RISE Audit completed 10/12 – proposal pending.</b></li> <li>b. Old Library – Insulation – Attic and Roof - <b>RISE Audit completed 10/12. Proposal pending.</b> 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 by asking DOER. Any insulation needs to be coordinated to happen after the roof leaks are fixed or new roof is installed.</li> <li>c. Lighting – Old Library, Library, Bromfield School – <b>EMC Audited Old</b></li> </ol> </li> </ol>

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	<p><b>Library and Library – proposals pending. Bromfield School to be audited separately.</b></p> <p>d. <b>Building Operator Training for Jon Snyer?</b></p>
Misc Projects	<p>1. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. Actions:</p> <ul style="list-style-type: none"> <li>a. Approved at Town Meeting 10/24/16. Remaining Actions: <ul style="list-style-type: none"> <li>i. Step 5 – DPU review and approve plan (submitted 7/31/18) - 6 months</li> <li>ii. Step 6 – Broker develop customized plan with HEAC.</li> <li>iii. Step 7 – SB approved customized plan.</li> </ul> </li> <li>b. Contract between Town and Colonial Power Group broker was signed week of 6/5/18. <b>The public notice hearing occurred Nov 7 in Boston.</b></li> <li>c. Survey – <b>Eric to review comments on the draft survey with Ellen and Brian following the Nov 14 meeting. The survey should be issued asap due to expected program approval in Jan 2019.</b></li> </ul> <p>2. <b>HeatSmart –Eric and Ellen working to modify the Bolton press coverage for submittal to the Harvard Press.</b></p> <p>3. CPIC Projects – pending proposals for TBS, Library, HCC, Fire Stations.</p> <p>4. <b>DOE Sundial Project – request update. – Eric</b></p> <p>5. <b>Devens Jurisdiction – received request to advise of perceived impact on HEAC concerns. We discussed that our scope would increase due to significant increase in facilities and energy users. There is a significant opportunity involved with integrating with Devens Utility MLP. There is also may be an impact on State/Utility Efficiency programs or Green Community designation.</b></p> <p>6. <b>HES School Project – David provided an agenda for a meeting with the Owner Project Manager NV5 and the Architects primarily about the energy performance of the building and HVAC system operation and maintenance. Meeting to be scheduled.</b></p>
	<b>Meeting adjourned 9:40 pm.</b>
Future Meetings	<p>2018 – 11/28, 12/12</p> <p>HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>