

# 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  
MARY TRAPHAGEN, SCHOOL COMMITTEE  
SUSANMARY REDINGER, CAPITAL PLANNING  
DON LUDWIG, FINANCE COMMITTEE

## Meeting Minutes 2/22/17

Attendees: B. Smith, E. Broadbent, D. Fay, C. Roy, Liz Polimou (guest), Charlotte Durham (guest)

Location: Town Hall 8 PM

|                                   | Meeting Discussion/Status  |
|-----------------------------------|--|
| Minutes;<br>Membership            | The minutes of February 8 were approved 3-0.   |
| Town Energy<br>Project<br>Updates | <ol style="list-style-type: none"> <li>1. Green Community Spring 2015 Grant Project Status – <ol style="list-style-type: none"> <li>a. Peregrine Schools and Library Monitoring –<br/>Monitoring report – draft reports submitted for the schools and library.<br/>Monitoring software expires Dec 2017.<br/>Library – Report being reviewed by Pete Jackson and the library controls vendor Honeywell. David investigating areas of concern.<br/>Bromfield/Hildreth – Reports being reviewed by David and send to HEAC.<br/>2 components failed and had to be replaced. David to establish quarterly reviews with Mark Force. <b>Primary focus is on Library.</b></li> <li>b. Library Lighting – Partially completed. <b>No suitable fixture available.</b><br/><b>Forrest to Support – Actions:</b> <ol style="list-style-type: none"> <li>i. Cancellation cost invoice is outstanding.</li> <li>ii. Tube lighting – Forrest investigating an instance of failed tube ballasts; <b>needs info from Pete J to send to Guardian.</b></li> </ol> </li> <li>c. DPW lighting. Replacement wall packs installed. Guardian to submit invoice for \$380 adder. - invoice received. <b>Brian to process payment.</b></li> <li>d. Misc projects for <b>future</b> funds – <b>Ideas</b><br/>Sewer Plant lighting – no quote; Library tube lights – not quick; Street lights – not quick, Fire Station Exterior Lighting – no quote, Bromfield Lighting (Theater?) – upgrade plans not known. Bromfield Lighting Controls – need research and quote, <b>[Forrest arranged EMC visit for 2/23]</b> Electric Car Charging Station (Chargepoint). Extend SiteSage monitoring software. Eric to check with DOER if there are any grants for Energy Manager costs.</li> <li>e. Annual Report – FY2016 Report –<b>Brian submitted Feb 10 and resolved multiple DOER comments by Feb 17. This included obtaining HERS ratings for 2 properties from Building Inspector and 2 properties from the original builder.</b></li> <li>f. <b>2017 Green Community Grant Application – Brian to complete and submit by Mar 3. Projects: Bromfield Lighting, BAS Programming, Bromfield Weatherization, SiteSage Monitoring software renewal and Peregrine support, Admin. Brian to complete narratives. David to obtain proposal and narrative for Monitoring project.</b></li> </ol> </li> </ol> |
| Town                              | <ol style="list-style-type: none"> <li>1. Bromfield Roof Solar PPA RFQ – Brightergy Solar – <ol style="list-style-type: none"> <li>a. RFQ — The revised RFQ was sent to Lorraine and Marie on 3/2/16. –. No open items - Brian checked with Marie - <b>pending</b></li> </ol> </li> <li>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. <b>No Change.</b></li> <li>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"> <li>a. Solar Design (Haskell Werlin) Wendell proposal – 820k kWhr, 9 cents/kwHr floor, 20 years.</li> <li>b. Oak Square Partners (John Typadis) Athol – 500k kWhr, 8 cents/kwHr, 20</li> </ol> </li> </ol>  |

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|                | <p>years – offered a 27% discount as incentive. <b>Feb 8 Proposal revised to remove discount.</b></p> <p>Both deals are considered attractive and no better deals are likely to be available in the future.</p> <p>4. HEAC voted to request the BOS to authorize proceeding with both agreements pending detailed contract review. Eric attended the Jan 20 BOS meeting and obtained approval for the Town to sign an LOI for both agreements and begin negotiation. – Letters of Intent signed by Tim Bragan 2/8/17. <b>Contracts Pending</b></p>   |
| Schools        | <p>1. Bromfield School Monitoring Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation. Data Analysis – <b>pending</b></p> <p>2. National Grid Solar/Storage/Demand Response DOE Sundial project (1MW Shirley solar array) – Eric met on 9/27 with the NGRID subcontractors to discuss the program and evaluate energy reduction opportunities and demand response qualifications. Project Prep Phase until Dec 2017; Study Phase in 2018 – next step is detailed site audit. - <b>Pending</b></p> <p>3. <b>Green Team – Charlotte and Liz described the Green Team and their objectives. Their main project is composting. We discussed ways of collaborating such as CCA, Solarize, Home Audits and Earth Day. We will look for ways to work together to increase awareness or our mutual goals.</b></p>  |
| HES Renovation | <p>1. HES Building Committee – David Primary; Eric Secondary – Architect is holding a meeting next week to assess interest by the community in sustainable design and energy reduction features. <b>Paul and David attended the meeting and Paul presented his views with input from members of HEAC to advocate for a design with a good energy performance.</b></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. - <b>no change</b></p> <p>2. CPIC Request/Capital Plan – Bromfield Lighting scope to be refined for future GC grant. HVAC BAS programming to be future GC grant. Controller replacements ~\$60k are not eligible for GC grant – Brian to send info to Linda Dwight to verify if controllers are part of capital request or to be funded from other source. -<b>info sent; source to be determined by Linda Dwight.</b></p> <p>3. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. It was decided that an RFP is not required or needed to select a broker.<br/>Actions:</p> <ul 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. - <b>open</b></li> <li>b. Approved at Town Meeting Oct 24. Next Actions: <ul 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. – <b>See below discussion.</b></li> <li>ii. Step 2 - Obtain Agreement by BOS.</li> <li>iii. Step 3 – Broker/Town Develop Aggregation Plan with input from DOER by Mar 2017.</li> </ul> </li> </ul> |

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|                 | <p>iv. Step 4 – BOS approve Aggregation Plan by Apr 2017<br/>v. Step 5 – DPU review and approve plan May-Oct 2017</p> <p>Eric initiated setting up meetings with Good Energy and Bay State Consultants. Bay State would not set up a discussion unless arranged by Tim Bragan. Eric set up a meeting with Good Energy to discuss their solution. – Meeting held 1/31 with Good Energy – members that attended stated that Good Energy is a viable vendor. Eric will confirm with Tim Bragan / Stu Sklar how to address non response from Baystate. – <b>HEAC motion to BOS voted in favor 4-0 – “HEAC has vetted available brokers and selected Good Energy as the Town of Harvard’s CCA broker. HEAC is seeking permission to proceed with Good Energy to develop our aggregation plan.”</b></p> <p>4. Commercial Design Guidelines – HEAC provided input to Planning Board subcommittee on the energy related sections. <b>Determine when they will respond or meet to discuss.</b></p> <p>5. Town Web Site – <b>To be structured and populated.</b></p> |
| Future Meetings | 2017 - Mar 8, Mar 22, Apr 12, Apr 26, May 10, May 24, Jun 14, Jun 28<br>HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.   |