

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
JOHN RUARK, SCHOOL COMMITTEE
SUSANMARY REDINGER, CAPITAL PLANNING
DON LUDWIG, FINANCE COMMITTEE

Meeting Minutes 6/14/17

Attendees: B. Smith, E. Broadbent, D. Fay, C. Roy, P. Green, F. Hodgkins, A. Begue

Location: Town Hall 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of 5/24 were not voted on.
Town Energy Project Updates	<ol style="list-style-type: none"> Schools and Library Monitoring – Monitoring report – quarterly reports completed by Peregrine. Monitoring software expires Dec 2017. Action: David create presentation based on Monitoring project recommendations. Target Completion 6/30/17 – present to HEAC. – Draft complete. Library Lighting – <ol style="list-style-type: none"> Cancellation cost invoice is outstanding. Tube lighting failed ballasts – Guardian trying to get input from Pete J. TBS Exterior and Hall Lighting – Guardian is working on a punch list of recent issues identified by Mark Force. – Guardian Project Manager Adam S to visit site. DPW lighting. Replacement wall packs installed. Guardian to submit invoice for \$380 adder. - invoice received. Brian to process payment. – pending 2017 Green Community Grant Application – Submitted Mar 3. Projects: Bromfield Lighting, BAS Programming, Bromfield Weatherization, SiteSage Monitoring software renewal and Peregrine support, Admin. – Pending grant award – ceremony set for June 19 in Boston. Bromfield Lighting –RFP process. <ol style="list-style-type: none"> Forrest prepared information for Marie to apply for the Tech Assistance grant on 6/14. Once the grant is received, the RFP can be created (assuming the DOER GC grant is received). Green Community 2017 Annual Report – Brian to develop to review with Town Staff by end of June. Discuss how to access new vehicle fuel monitoring system. - Pending
Town	<ol style="list-style-type: none"> Bromfield Roof Solar PPA RFQ –The revised RFQ was sent to Lorraine and Marie on 3/2/16. - Brian checked with Marie – pending; suggestion was to focus on one location. <ol style="list-style-type: none"> Brian to define our overall strategy, renewable energy objective and goals for discussion prior to discussing with Solect. – Solect meeting in August. Brian contact Marie to find out status. 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. No Change. 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"> Solar Design (Haskell Werlin) Wendell proposal – 820k kWhr, 9 cents/kwHr floor, 20 years. Contract Pending Oak Square Partners (John Typadis) Athol – 500k kWhr, 9 cents/kwHr, 20 years – offered a 27% discount as incentive. Eric met with BOS 2/28 to discuss the reduction of the discount from 27% to 20%. Contract issued to Oak Square. <p>Note: Credits are only allowed to offset Supply, Distribution, Transition and</p>

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	<p>Transmission charges on the utility bill. They can be applied to major buildings; and also applied to X% of the utility bill.</p> <p>Action – Oak Square – Eric/David work with Town staff to identify the Electric Accounts for which the credit is to be applied. – Pending</p> <p>4. Still River and Central Fire Station – Paul is working with Anya and David to review the usage and recommend a solution to reduce energy usage. Paul to follow up with Chief Sicard.</p> <p>5. DPW – Meeting with new DPW Director Tim Kilhart. – David and Eric met with Tim who discussed the Maintenance plan for Town buildings and HVAC concerns about the Police Station. Tim has scheduled a meeting for June 23 at 9am with a contractor SmartWatt (ESCO).</p>
Schools	<p>1. National Grid Solar/Storage/Demand Response DOE Sundial project (1MW Shirley solar array) –Project Prep Phase until Dec 2017; Study Phase in 2018 – next step is detailed site audit. – Pending — Latest estimate for walk through is late June.</p> <p>2. “Harvard Local Environmental Forum” May 31, 2017 – The event was a success; there was good input from all of the organizations present and good ideas from the Green Team regarding next year plans that affect energy.</p>
HES Renovation	<p>1. HES Building Committee – June 8 voted to replace building.</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. - no change – Target 6/30 Brian</p> <p>2. CPIC Request/Capital Plan – Bromfield Lighting scope to be pending future GC grant. HVAC BAS programming pending a future GC grant. Controller replacements ~\$60k are not eligible for GC grant – source to be determined by Linda Dwight. – Susan Mary requested that we work in advance of the Sept deadline to identify the capital items identified. Brian to send the latest information to SusanMary to have the SC work with Mark Force on the capital plan.</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.</p> <p>Actions:</p> <ol style="list-style-type: none"> 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 Approved at Town Meeting Oct 24. Next Actions: <ol style="list-style-type: none"> Step 1 - HEAC Evaluate and Select Broker by end Dec– Review Good Energy, Colonial Energy and Bay State Consultants. – See below discussion. Step 2 - Obtain Agreement by BOS. Step 3 – Broker/Town Develop Aggregation Plan with input from DOER by Mar 2017. Step 4 – BOS approve Aggregation Plan by Apr 2017 Step 5 – DPU review and approve plan May-Oct 2017 <p>HEAC recommended to proceed with Good Energy. Eric created a CCA status report for review by the BOS sched for 4/25. He will</p>

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	<p>review with Marie Sobalvarro and develop plan for Broker selection and report to BOS. The meeting will also include a discussion of whether the RFP is needed or we can leverage the RFP process completed by MAPC.</p> <p>Eric met with BOS on 4/25 and presented rational for no RFP. BOS and Tim B will proceed with an RFP. Stu will help set a deadline to issue RFP and select broker. - No timeline provided. Brian to ask Stu for timeline to select Broker. –Another option is to use the MAPC RFP.</p> <p>4. Commercial Design Guidelines – HEAC provided input to Planning Board subcommittee on the energy related sections. Comments received from Planning Board on 5/2/17. - HEAC to review for discussion at next meeting.</p> <p>5. Town Web Site – To be structured and populated.</p> <p>6. HEATSMART Mass – Bob Zogg from the Carlisle Energy Task Force contacted HEAC regarding the upcoming MassCEC HeatSmart Mass program asking if Harvard would team up with Carlisle and Concord. The program is a bulk purchasing program for home heating equipment similar to the Solarize program. The presentation provided by Bob was reviewed in general but we have additional questions (one example is how to reach the discount threshold when there are multiple technologies) – Brian to ask Bob if he can attend a future meeting.</p>
Future Meetings	<p>2017 - Jun 28, July 19, Aug 16</p> <p>HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>