

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 8/16/17

Attendees: B. Smith, E. Broadbent, D. Fay, C. Roy, P. Green, Ellen Leicher Bruce Leicher

Location: Town Hall 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of 7/19 were approved 4-0.
Town Energy Project Updates	<ol style="list-style-type: none"> 1. Schools and Library Monitoring – Monitoring report – quarterly reports completed by Peregrine. – Plan to present to School Committee on Aug 28. David summarized a revised draft of the Monitoring project presentation. 2. Library Lighting – No Change <ol style="list-style-type: none"> a. Cancellation cost invoice is outstanding. b. Tube lighting failed ballasts – Guardian trying to get input from Pete J. 3. TBS Exterior and Hall Lighting - 7/31 Update – PM left Guardian; no progress on punch list identified by Mark Force. 4. DPW lighting. Replacement wall packs – Process Payment of Guardian Invoice - Complete. 5. 2017 Green Community Grant Projects: Bromfield Lighting, BAS Programming, Bromfield Weatherization, SiteSage Monitoring software renewal and Peregrine support, Admin. – All projects funded per application total \$249,972. One year to complete. Contract signed and submitted to DOER. First payment of 25% in process. Initiate discussions with each project vendor. 6. GC Admin – evaluate resource to help manage projects and reporting – School / Planner / Shared Energy Mgr. – We discussed possible candidates both within and outside Town Government. 7. Bromfield Lighting –RFP process. <ol style="list-style-type: none"> a. Tech Assistance Grant – waiting for award- need in July – no award yet. b. RFP – Goal issue in August. Involve Schools Business Manager Peter Rowe – this is delayed due to the grant. c. Contract – award in Sep and complete by Dec. - tbd 8. Green Community 2017 Annual Report – Brian to develop to review with Town Staff. Discuss how to access new vehicle fuel monitoring system. – Pending
Town	<ol style="list-style-type: none"> 1. 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"> a. Brian to define our overall strategy, renewable energy objective and goals for discussion prior to discussing with Solest. – Solest meeting in August. b. Brian contact Marie to find out status. 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. No Change. Solest Energy is tentatively scheduled for the Aug meeting to identify opportunities to meet our needs- Plan to push this out until Oct. 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"> a. Solar Design (Haskell Werlin) Wendell proposal – 820k kWhr, 9 cents/kWhr floor, 20 years. Contract Pending <p>Note: Credits are only allowed to offset Supply, Distribution, Transition and Transmission charges on the utility bill. They can be applied to major buildings;</p>

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	<p>and also applied to X% of the utility bill. 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. Brian met with Tim K. Aug 7 and discussed the RISE Engineering quote for energy efficiency measures at the Police Station including insulation and air sealing with significant utility incentives. Tim K will proceed with the work because it is to be performed with the replacement of several HVAC coils. Tim also provided the list of maintenance work needed for several of the buildings to determine if any projects were energy related.</p>
Schools	<p>1. National Grid Solar/Storage/Demand Response DOE Sundial project (1MW Shirley solar array) [Shines Project]–Project Prep Phase until Dec 2017; Study Phase in 2018 – Site Audit completed on July 13. Several follow up actions are required. – No change</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 8/31 Brian</p> <p>2. CPIC Request/Capital Plan – Bromfield 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. – No change</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. Actions:</p> <ul style="list-style-type: none"> 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. - open b. Approved at Town Meeting Oct 24. Next Actions: <ul style="list-style-type: none"> i. Step 1 - HEAC Evaluate and Select Broker by end Dec– Review Good Energy, Colonial Energy and Bay State Consultants. – See below discussion. ii. Step 2 - Obtain Agreement by BOS. iii. Step 3 – Broker/Town Develop Aggregation Plan with input from DOER by Mar 2017. iv. Step 4 – BOS approve Aggregation Plan by Apr 2017 v. Step 5 – DPU review and approve plan May-Oct 2017 <p>HEAC recommended to proceed with Good Energy. 4/25/17 - BOS and Tim B will proceed with an RFP. – Need to select broker. It was discovered that there are several questions to be addressed regarding the RFP that HEAC can help with and we will work with Kara Minar to resolve.</p>

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	<ul style="list-style-type: none">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 discussed Planning Board response to HEAC recommendations. Comments are to be integrated by Paul Green into a response back to the Planning Board.5. Town Web Site – To be structured and populated.6. HEATSMART Mass –The program is a bulk purchasing program for home heating equipment similar to the Solarize program.<ul style="list-style-type: none">a. Solicitation issued July 24. Proposal due 9/15.b. Previous plan to partner with Concord Carlisle not possible due to Solicitation restriction.c. Bolton wants to partner with Harvard.d. HEAC voted 5-0 to proceed to apply for the HEATSmart program with Bolton.e. Volunteers – Paul, Ellen and Eric agreed to help with the application process. We need to enroll more volunteers for this project.
Future Meetings	2017 - Sep 13 Sep 27 Oct 11 Oct 25 Nov 8 Dec 13 HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.