

# 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 12/11/18

Attendees: B. Smith, E. Broadbent, D. Fay, P. Green, Jon Snyder (Guest)

Location: Bromfield School Library 4:30 PM

	Meeting Discussion/Status
Admin	<b>The minutes of 11/14/18 were voted on and approved 4-0. There was no quorum and therefore no meeting on 11/28.</b>
Energy Policy	<ol style="list-style-type: none"> <li><b>Town Energy Policy Subcommittee</b> – Leader: Paul Green. The plan for Town approval of a policy and action plan at a Town Meeting (Spring 2019 or 2020) is to be reviewed. <b>Paul prepared a Consider This article for HEAC review.</b></li> <li><b>MVP Resilience Subcommittee</b> (Municipal Vulnerability Preparedness program assessment and planning) - Harvard was awarded \$15k year FY19 and \$20k FY20. Ag Survey <b>in process.</b></li> </ol>
Town Energy Project Updates	<ol style="list-style-type: none"> <li>2017 Green Community Grant Projects: –Schedule deadline Dec 2018. Contract Deadline May 31, 2019.</li> <li>SiteSage License 2-year extensions, for Library, HES and Bromfield. <b>Invoices approved for all 3 building. Brian to confirm invoices are paid.</b></li> <li>BAS Programming – David to arrange with Jon Snyder and BCM – <b>pending in Jan.</b></li> <li>Bromfield Classroom Lighting – <b>Final EMC Invoice confirmed paid.</b></li> <li>GC Admin <ol style="list-style-type: none"> <li>Final Report – <b>Brian to arrange with Town Employee.</b></li> <li>Annual Report - MRPC Karen Chapman <b>submitted the report to DOER on time on Friday 11/30.</b></li> <li>Energy Usage Monitoring – Police Station gas meter is not registering usage correctly. Inform Kara Minar.</li> </ol> </li> <li>GC Projects – Propose for 2019 Application <ol style="list-style-type: none"> <li>Fire Station –Tim Kilhart plans to have a MassSave audit performed on the Main and Still River stations. – Northern Energy / BE Retrofit quote rcvd Nov 5 – Brian to distribute - <b>done</b>; RISE Audit completed 10/12 – proposal pending.</li> <li>Old Library – Insulation – Attic and Roof - RISE Audit completed 10/12. <b>Proposal pending.</b> Any insulation needs to be coordinated to happen after the roof leaks are fixed or new roof is installed.</li> <li>Lighting – Old Library, Library, Bromfield School – EMC Audited Old Library and Library – proposals pending.</li> <li>Lighting at Bromfield School - to be audited separately <b>by EMC Dec 12. There is one pole light, several can lights, and misc hallway lighting that needs to be done.</b></li> <li><b>Building Operator Training for Jon Snyder – Jon is interested in taking this training if approved and considers that he will have the support of Linda Dwight.</b></li> </ol> </li> </ol>
Schools Evaluation with Jon Snyder	<ol style="list-style-type: none"> <li><b>FYI – HVAC PM Contract is with Cannistraro in Watertown – 3 yrs \$25k/yr. HVAC Controls control is with BCM \$5k/yr – Jon is not sure if he will continue.</b></li> <li><b>Overall there is a lot of equipment that is malfunctioning and needs to be repaired. This contributes to the overheating and inadequate control. Jon is evaluating sources that can perform a whole building assessment and then</b></li> </ol>

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	<p><b>develop a plan to address repair and opportunities identified.</b></p> <ul style="list-style-type: none"> <li>a. <b>Heat Control Valves – either the controls or the valve function needs repair.</b></li> <li>b. <b>Boiler – change 2 position to variable gas valve. Buderus display not working. Replace controls?</b></li> <li>c. <b>Indirect water heater on hold.</b></li> <li>d. <b>Rooftop Units – freezing coils prevents lower setback temperature. This will require a significant effort to troubleshoot.</b></li> </ul>
Misc Projects	<p><b>3. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric.</b> 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. The public notice hearing occurred Nov 7 in Boston.</li> <li>c. Survey – <b>Eric to review comments on the latest draft survey with Ellen and Brian.</b> The survey should be issued asap due to expected program approval in Jan 2019.</li> </ul> <p><b>4. CPIC Projects – pending proposals for TBS, Library, HCC, Fire Stations.</b></p> <p><b>5. DOE NGRID Shines Sundial Project – Eric received an update from Jim Boch @ IPKeys. All equipment is active. Project is in phase 3 tweaking the Temp vs. AC Load model to match actual results. The first peak avoidance time period the system will be used for is summer 2019. Project completes Fall 2019; Equipment will remain and we can enroll in the NGRID program and receive money for participating.</b></p> <p><b>6. 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 – Jan.</b></p> <p><b>7. HES Solar Panels – The School Committee asked about the plan for the solar array (~6kw). Preference is to transfer them to Town building/property. (e.g., track building, sewer station, Bromfield). Eric to contact Ostrow Electric for a quote of for cost to remove them from the roof.</b></p> <p><b>8. Energy Usage – David noted that Town Hall usage is down after viewing a full year in the renovated building.</b></p>
	<b>Meeting adjourned 6:45 pm.</b>
Future Meetings	<p>2019 – 1/9. 1/23</p> <p>HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>