

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
PAT WENGER, CAPITAL PLANNING
DON LUDWIG, FINANCE COMMITTEE

Meeting Minutes 4/12/17

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

Location: Town Hall 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of March 22 were approved 5-0.
Town Energy Project Updates	<ol style="list-style-type: none"> 1. Green Community Spring 2015 Grant Project Status – <ol style="list-style-type: none"> a. Peregrine Schools and Library Monitoring – Monitoring report – draft reports submitted for the schools and library. Monitoring software expires Dec 2017. Library – Report being reviewed by Pete Jackson and the library controls vendor Honeywell. David investigating areas of concern. Bromfield/Hildreth – Reports being reviewed by David and send to HEAC. 2 components failed and had to be replaced. David to establish quarterly reviews with Mark Force. Current focus is on Library. Action: David create presentation based on Monitoring project recommendations. Target Completion 6/30/17. b. Library Lighting – <ol style="list-style-type: none"> i. Cancellation cost invoice is outstanding. ii. Tube lighting – Forrest investigating an instance of failed tube ballasts; needs info from Pete J to send to Guardian. – Info not provided. c. DPW lighting. Replacement wall packs installed. Guardian to submit invoice for \$380 adder. - invoice received. Brian to process payment. – not done d. Misc projects for future funds – Ideas Sewer Plant lighting; Street lights, Fire Station Exterior Lighting, Bromfield Lighting/Controls – Electric Car Charging Station (Chargepoint). Eric to check with DOER if there are any grants for Energy Manager costs. Electric Car (Loaner vs. mileage rates?) e. 2017 Green Community Grant Application – Submitted Mar 3. Projects: Bromfield Lighting, BAS Programming, Bromfield Weatherization, SiteSage Monitoring software renewal and Peregrine support, Admin. Action: Bromfield Lighting – determine requirements for RFP – Forrest discuss with Marie S to establish RFP; Chris discussed option to procure to MA qualified bidder list; note that Marie did not accept on bill financing option. Include requirement to install test fixtures. f. Plan for 2017 Annual Report Completion – Brian to develop to review with Town Staff by end of June. Discuss how to access new vehicle fuel monitoring system.
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 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. 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

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
PAT WENGER, CAPITAL PLANNING
DON LUDWIG, FINANCE COMMITTEE

Meeting Minutes 4/12/17

	<p>cents/kwHr floor, 20 years. Contract Pending</p> <p>b. 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> <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; 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>
Schools	<ol style="list-style-type: none"> 1. Bromfield School Monitoring Cadmus Group monitoring of building climate using instrumentation provided by Onset Corporation. Data Analysis – pending 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. – Pending – There is supposed to be a walk through at Bromfield by 4/14 with new energy partner. 3. Green Team – “Harvard Local Environmental Forum” (tentative name)– Eric discussed an event that would involve Town and community organizations to build awareness. The event would include Energy related topics. Eric contacting Niki Tsongas, Jamie Eldridge and Jen Benson. One goal of the event would be to build off the Master Plan and establish Town values compared to budget. Focus will be on local action and state involvement. Target date – early June. Anya agreed to help and solicit the involvement of the Green Team to have a programming committee.
HES Renovation	<ol style="list-style-type: none"> 1. HES Building Committee – David Primary; Eric Secondary – OPM on project to be changed.
Misc Projects	<ol style="list-style-type: none"> 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 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. 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: <ol 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: <ol 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.

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
PAT WENGER, CAPITAL PLANNING
DON LUDWIG, FINANCE COMMITTEE

Meeting Minutes 4/12/17

	<ul style="list-style-type: none">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 2017v. Step 5 – DPU review and approve plan May-Oct 2017 <p>HEAC recommended to proceed with Good Energy.</p> <p>Eric created a CCA status report for review by the BOS sched for 4/25. He will 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>4. Commercial Design Guidelines – HEAC provided input to Planning Board subcommittee on the energy related sections. Determine when they will respond or meet to discuss.</p> <p>5. Town Web Site – To be structured and populated.</p>
Future Meetings	2017 - Apr 26, May 10, May 24, Jun 14, Jun 28 HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.