

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
 KARA MINAR, BOARD OF SELECTMEN
 JOHN RUARK, SCHOOL COMMITTEE
 SUSANMARY REDINGER, CAPITAL PLANNING
 CHARLES OLIVER, FINANCE COMMITTEE

Meeting Minutes 12/20/17

Attendees: B. Smith, E. Broadbent, D. Fay, C. Roy, F. Hodgkins, J. Ruark
 Ellen Leicher, Sid Samsi (guests)

Location: Town Hall Volunteer Meeting Room 8 PM

	Meeting Discussion/Status
Minutes; Membership	The minutes of 12/6/17 were voted on 5-0.
Policy	<ol style="list-style-type: none"> 1. There was a discussion about how Town policy around energy goals and sustainability can drive specific decisions on a project by project and building by building level. This was highlighted by the HES building design discussion, but has been discussed before about whether Harvard can benefit from a formal goal beyond Green Community requirements. There is a deadline of Jan 15 for warrant articles for Town Meeting. Action – Brian provide other Town/City goal examples to initiate a discussion at the next meeting.
Town Energy Project Updates	<ol style="list-style-type: none"> 1. 2017 Green Community Grant Projects: BAS Programming, Bromfield Weatherization, SiteSage Monitoring software renewal and Peregrine support, Admin. – All projects funded per application total \$249,972. Deadline March 30 2018. First payment of 25% in process. TBS Weatherization – Issue PO. Report – Brian to request DOER approval to delay grant project deadline to Fall 2018. 2. Hallway Lighting – Guardian has test fixtures to install. 3. GC Admin – evaluate resource to help manage projects and reporting – School / Planner / Shared Energy Mgr. – both within and outside Town Government. – Brian/Eric to meet with Tim Bragan and Staff. – Tim identified one Town employee person that is interested. 4. Bromfield Classroom Lighting –RFP process. <ol style="list-style-type: none"> a. Select Consultant to create technical bid spec - Forrest working with Marie on draft RFP. There were no responses to the RFP for the Technical Spec. Plan is to expedite process and develop RFP for the complete project. Forrest will verify room counts and operating hours and work with Marie to develop new RFP. 5. Green Community 2017 Annual Report – Due 12/11/17. Brian will resolve final updates & questions on several sections and prepare the final report to submit by the deadline. – Report was submitted on time Dec 11.
HES Renovation	<ol style="list-style-type: none"> 1. HES Building Committee – 6/8/17 voted to replace building. There is a request to develop a Sustainability/Resiliency Plan that will provide input to the design criteria. A local forum may be needed. – Ron Ostberg formed a subcommittee. The Schematic Design phase is ending. David discussed the Energy Intensity for this new school compared to other recent projects (HES now ~70, HES proposed ~39, Lexington ~24). David will invite Ron Ostberg to the Jan 10th meeting to discuss the approach regarding the building energy performance.
Misc Projects	<ol style="list-style-type: none"> 1. CPIC Request/Capital Plan – Bromfield Controller replacements ~\$60k – 75k in capital plan for FY19,20,21. 2. Community Choice Aggregation (CCA) Plan for BOS – Leader- Chris – Eric. <p>Actions:</p> <ol style="list-style-type: none"> a. Chris to determine if the Town can contract direct to MMWEC and/or ENE

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	<p>and not through a broker to obtain a better price. - open</p> <p>b. Approved at Town Meeting 10/24/16. Next Actions:</p> <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. iv. Step 4 – BOS approve Aggregation Plan v. Step 5 – DPU review and approve plan -6 months <p>c. Broker Selection - HEAC recommended to proceed with Good Energy w/o RFP which is not required. 4/25/17 - BOS and Tim B will proceed with an RFP – Eric reviewing draft Eric worked with Kara to provide comments on RFP back to Marie.</p> <p>d. Survey – Eric will plan the details and timing.</p> <p>3. HEATSMART Mass –Harvard/Bolton one of four successful applicants!</p> <ul style="list-style-type: none"> a. Eric/Ellen to attend HeatSmart training on 12/8/17. – They attended and brought back materials that were used in the Forum. b. Volunteers are needed to make this program a success. – Five people attending the Forum volunteered to help out. A committee is being formed in Jan for vendor selection. <p>4. Community Forum – 12/14/17 Town Hall Meeting Room 7-9 pm.</p> <ul style="list-style-type: none"> a. The event was very successful – large attendance and great Q&A session. Paul compiled the notes for review. Eric and Ellen have the attendee lists. <p>5. Electric Vehicle Charging Station Project – Sid Samsi – Sid to arrange team meeting and enroll one more volunteer. Eric provided old survey draft; goal to issue <11/14/17 – Sid to arrange meeting to solicit advice on how to proceed.</p>
Future Meetings	<p>2018 – Jan 10, Jan 24, Feb 14, Feb 28, Mar 14, Mar 28, Apr 11, April 25, May 9, May 23, Jun 13, Jun 27</p> <p>Std HEAC Meeting Location/Time: Volunteer Government Room, Town Hall 8 pm.</p>