

**Town of Barkhamsted
School Roof Building Committee**

**Meeting Minutes
Wednesday, April 16, 2015
Barkhamsted School**

Attendance: Don Stein, Rich Winn, Sarah Nanni, and Paul Duran. Also present were Roger LaFleur, Jeff Linton, Eric LaChappelle of Maier Design Group, and members of the Board of Education.

Meeting called to order at 6:08 PM.

On a motion made by Sarah Nanni, seconded by Paul Duran, and passed unanimously, Rich Winn was appointed Acting Chairman due to Al Neumann's absence.

The minutes of the meeting of March 2, 2015 were approved on a motion made by Sarah Nanni, seconded by Paul Duran, and passed unanimously.

The plans and specifications for the school roof photovoltaics project were approved, subject to final review by Paul Duran and Al Neumann, on a motion by Paul Duran, seconded by Sarah Nanni, and passed unanimously. The Board of Education also approved the plans and the necessary paperwork for the State was signed. The meeting to review this information with the State Department of Administrative Services is scheduled for April 21. Roger LaFleur and Eric LaChappelle (consultants) will attend.

Actions or information resulting from this review were:

- The PV project is expected to be complete in November or December, with some overlap with the roofing project.
- The school electrical service will have to be upgraded to 2500 amp, as the electricity generated by the PV panels cannot exceed 20% of the service. This was not anticipated in the original estimate, but is not expected to cause a cost overrun.
- Each panel has its own micro-inverter and the outputs from 5-6 of the units get bundled to minimize the number of roof penetrations to bring the power to the switch gear.
 - There are 606 panels which will result in 15 penetrations, probably through 2" conduit.
 - The plan is for the roof contractor and the PV contractor to coordinate early enough to pinpoint the penetration locations so that can be accommodated in the roof installation
- Jim Shanley will contact Roger and meet with him and the Fire Marshall regarding the use of the 2014 code requirements.
- The school generator, the photovoltaic power and the line power must all be interfaced properly in the switchgear to accommodate power outages and the need for the generator

The members also reviewed the invoices from the various consultants and agreed that they looked appropriate.

Don Stein will follow up on the Special Act for the photovoltaics project, as the Town can go out to bid once the State approves the plans. The review meeting with the State is scheduled for Tuesday, April 21.

The meeting was adjourned at 6:55, on a motion by Don Stein, seconded by Paul Duran and approved unanimously.

Respectfully submitted,
Donald S. Stein

First Selectman