

**Town of Barkhamsted
School Roof Building Committee
Meeting Minutes
Tuesday, March 15, 2016
Barkhamsted Elementary School**

Attendance: Don Stein, Sarah Nanni, Carmen Smith, Al Neumann, Rich Winn and Paul Duran. Also present was Roger LaFleur.

Meeting called to order at 5:35 PM.

The minutes of the meeting of January 21, 2016 were approved on a motion made by Rich Winn, seconded by Paul Duran, and passed unanimously.

Roof Project

- It was noted that the BOE still has to pass the resolution approving the project, which they plan to do at their next meeting on March 28.
- Roger presented a change order for \$3014 for ice melt cables. The original contract called for use of the existing cables, but they were not useable. The change order is based on an agreed-upon unit price and the length of cables needed. The change order was approved on a motion made by Rich Winn, seconded by Paul Duran, and passed unanimously.
- The committee also wanted assurance that Jeff Linton would receive all warranty material, which will be provided by Garland, who will be responsible for the roof, rather than Beaulieu.

Solar Project

- DBS provided a schedule that will be carefully monitored, which shows completion by July 15. Roger felt that they would be done sooner that, based on the performance to-date. The schedule is attached below.
- Erik Barton feels that the changeover to the new switchgear will be done after school is out in case there are any issues and the school is without power for a few days. It is expected that school will end around June 9th or 10th, which will provide sufficient time to meet the schedule.
- There was discussion of the ZREC income as it relates to the schedule delay from April to July for startup of the PV array. Basically, the Town will not lose any funds, as the delay will only defer the revenue, not cause it to be reduced. The ZREC's provide income to the Town, while the generated power provides savings against the electric bill.

There were no new bills received.

The meeting was adjourned at 6:00 PM on a motion by Sarah Nanni and seconded by Carmen Smith.

Respectfully submitted,
Donald S. Stein

First Selectman

The next meeting will be at 6:00PM on Tuesday, May 10th, at Town Hall. There will be no April meeting, unless required

Barkhamsted Elementary School Solar PV System Installation Schedule

<u>WORK SCHEDULED</u>	<u>TO BE COMPLETED WEEK ENDING</u>
1. S-5 CLAMPS	3/11/2016
2. ALUMINUM RACKING	3/25/2016
3. MICROINVERTERS	4/1/2016
4. ENPHASE CABLING AND JUNCTION BOXES	4/15/2016
5. SET PV PANELS	4/29/2016
6. AC CONDUIT - ROOF	5/13/2016
7. GROUNDING - ROOF	5/20/2016
8. INSTALL COMBINER PANEL BOARDS	5/20/2016
9. RUN CONDUCTORS TO COMBINER PANELS	5/27/2016
10. MAIN CONDUITS FROM PANEL BOARDS TO CONCRETE PAD	6/3/2016
11. AC DISCONNECT, PHASE MONITOR, ZREC METER	6/17/2016
12. PULL CONDUCTORS TO PAD	6/24/2016
13. SET NEW ELECTRIC MDP	7/1/2016
14. WIRE TO NEW ELECTRIC MDP	7/1/2016
15. FENCE	7/8/2016
16. SCHEDULE SHUTDOWN	7/15/2016
17. NEW SERVICE SWITCH - EVERSOURCE	7/15/2016