

**Town of Barkhamsted
School Roof Building Committee
Meeting Minutes
Tuesday, June 14, 2016
Barkhamsted Town Hall**

Attendance: Don Stein, Carmen Smith, Al Neumann, Rich Winn (6:00 pm), and Paul Duran. Also present was Roger LaFleur, Erik Bartone and Gary Lane (DBS), and Tim Mulcahy (Garland)

Meeting called to order at 5:35 PM.

The minutes of the meeting of March 15, 2016, and May 10, 2016, were approved on a motion made by Carmen Smith, seconded by Paul Duran, and passed unanimously. There was one correction on the May 10 minutes, which was to add the word “be” into the last line of the second bullet item under the Roof Project, changing that line to read “to be fixed for downspout improvements”.

Roof Project

- There are 3 holes in the roof gutters which need downspouts connected. Beaulieu will repair this deficiency when they come back to change the configuration of the rain deflectors by the front door. There is also one leader under a seam which needs to be moved and will be accomplished at the same time.
- The committee reviewed the architect’s plan to prevent the water flow from the valley in the front of the school from overflowing into the front area that contains the entry buzzer and the school front door. Per the attached designs, the contractor will replace the existing diverter with a larger sheet metal deflector mounted to the gutters. This deflector will cover multiple roof panels and is expected to solve the problem. The committee requested that the flow calculations for the volume of the gutter, the volume of water and its speed, and the number of downspouts be provided by the architect. The architect is absorbing the cost of this redesign, and the change order for Beaulieu will be \$2874.00. On a motion made by Don Stein, seconded by Carmen Smith, and passed unanimously, the committee agreed to accept this change and the associated costs, pending receipt of the flow calculation showing that the design is adequate to remediate the flooding problem.
- Warranty: there was a lengthy discussion on the roof warranty to understand how the Town would be protected in the event that there was a problem with the roof resulting from the solar panel installation. Per Tim Mulcahy, Garland has approved DBS as an approved installer and he stated that Garland is warranting the roof to be watertight for 30 years. Beaulieu is responsible for the first 2 years of warranty, but Garland holds the warranty for the whole project. They also warrant that DBS has installed the solar panels properly, based on Garland’s acceptance of the installation. There was a motion made by Paul Durand, seconded by Carmen Smith, to accept a letter of intent from Garland regarding their willingness to extend the warranty to cover the PV panel installation. On a motion from Don Stein, seconded by Paul Duran, the committee voted unanimously to table the first motion pending receipt of the letter from Tim Mulcahy. At the next meeting, the committee will review the letter and determine if it meets the needs of the town.

- Tim Mulcahy informed the committee that the School Superintendent will need to schedule maintenance as prescribed in the warranty and that the warranty also provides for an annual roof inspection by Garland. The inspection, along with the maintenance activities, must be initiated by the Superintendent.

Solar Project

- The committee discussed the status of the electrical conduit from the solar panels, which originally was being run over the northern side of the roof (facing Ripley Hill Road). DBS reviewed why they had decided to use this path and also looked at ways that it could be run into the attic space under the roof. DBS was able to find a new pathway, which is based on using a junction box and a single roof penetration. The plan was approved by Garland, and DBS will absorb the cost of this change without a change order.
- The power to the school will be shut down on June 23 and 24, to allow the changeover to the solar panels. This is being coordinated with Eversource (John Gazo), who will reschedule in the event of weather that doesn't allow for the electrical work to take place. DBS has arranged for a refrigeration truck to protect the freezer food and for a small generator to power the UPS that connects to the internet that services Town Hall. DBS requested that Jeff Linton let the staff know that there should be no one other than the custodians working at the school on those two days.
- One possible concern is the age of the main breaker and the fact that there is a small possibility that it will not reconnect after the switch is moved to the off position. If that happens, the power will be out for another day or two.
- Before the final switchover, there will be a "go live" witness test by Eversource. The panels will operate for a few days after the connection is made on the 24th, but that will be temporary.
- Al Neumann requested a sketch of the 8' fence to be installed around the switchgear and generator, which is on the PZC agenda in July for approval as a Special Exception.

An invoice for \$374,967.87, dated June 14, 2016, was presented by Roger LaFleur and approved on a motion made by Paul Duran, seconded by Rich Winn, and passed unanimously.

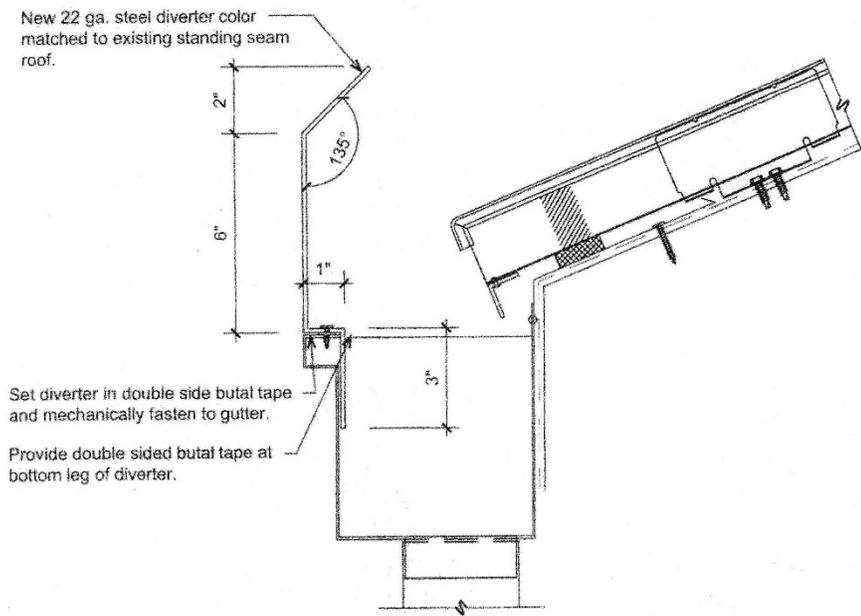
The meeting was adjourned at 6:50 PM on a motion by Carmen Smith and seconded by Rich Winn.

Respectfully submitted,

Donald S. Stein

First Selectman

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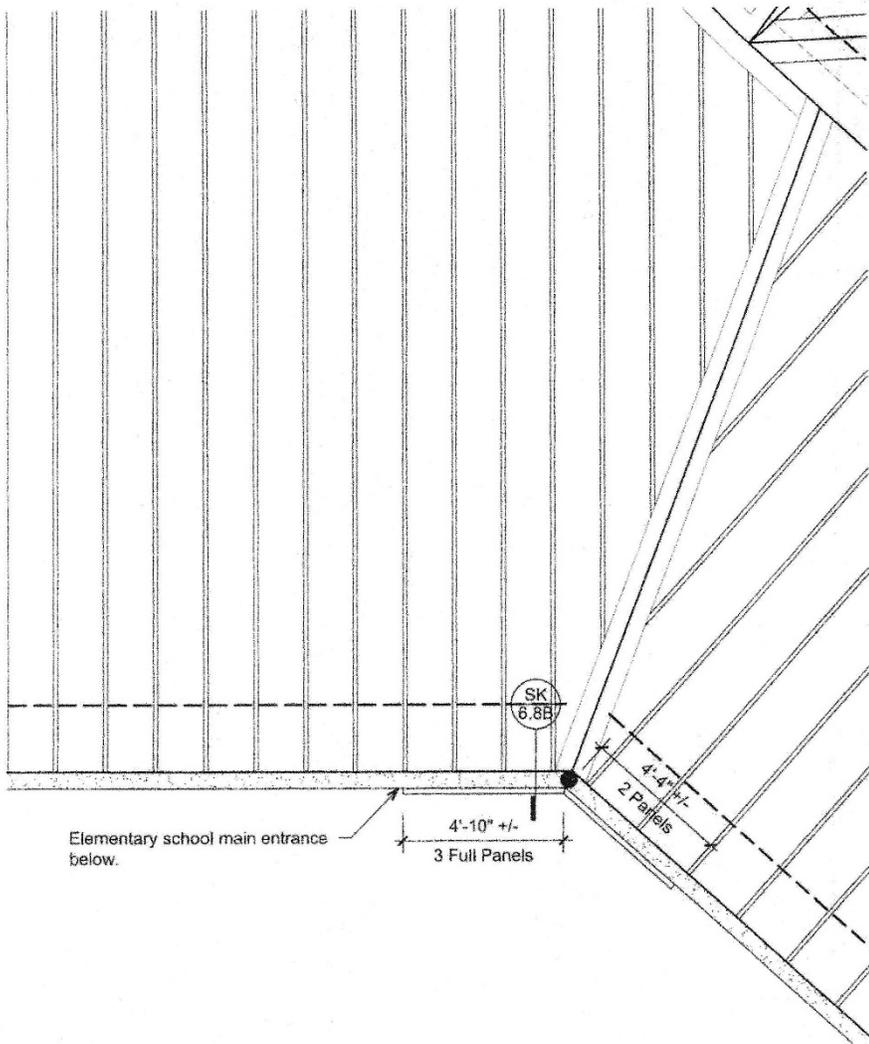
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Gutter Diverter Section	2015.005 6/8/2016
Barkhamsted Elementary School	SK6.8.B

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Proposed Diverter Locations	2015.005 6/8/2016
Barkhamsted Elementary School	SK6.8.A

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