

PV Building Committee Meeting Agenda

April 6, 2021

5:00PM

Members Present: Lou Brodeur, Ken Dykstra, Mae Lyons, Joe Voccio

Members Absent:

Guests: Chris Palmer, Patricia Buell

This meeting was held via Zoom:

1. **Establish a quorum:** The meeting was called to order at 5:12 pm.
2. **Public Comment:** No public comment.
3. **Approval of Previous Meeting Minutes:** Motion was made by Mr. Brodeur, seconded by Mr. Dykstra to approve the [March 2, 2021](#) meeting minutes. No discussion. **Motion carried 4/0.**
4. **Project Update:** Mr. Palmer provided updates on both the Brooklyn Elementary School and Brooklyn Middle School.
 - a. Both schools are fully operational
 - b. Greenskies is completing the commissioning process
 - c. Warranty transfer documentation was started today
 - d. String testing was completed - verified each string of panels is operating as expected
 - e. Administrative work almost completed including warranty and ZREC forms
5. **Review Payment Requisition**
 - a. Motion to approve the [BES February Invoice # 2758](#) for the amount of \$2,522.20.
 - i. Final commissioning package will result in final bill
 - ii. Mr. Palmer will follow-up on the lien waiversMotion by Mr. Brodeur, seconded by Mr. Dykstra. No discussion. **Motion carried 4/0.**
 - b. Motion to approve the [BMS February Invoice # 2757](#) for the amount of \$20,148.66.
 - i. There was a balance due on installation at the time of invoicing that has been completed.
 - ii. Punchlist has been completed since invoiced.

Motion by Mr. Brodner, seconded by Mrs. Lyons. No discussion. **Motion carried 4/0.**

6. **Other Business:** Mrs. Buell provided an update and discussed the following:
- a. Billing: BES is not recording the power being generated and giving credit. Contact with Eversource has been made to determine what needs to be done to finish this process. Once finalized, credit will be made to the date of Permission to Operate.
BMS: The first month of bills, Feb-March showed a reduction of about \$3,000 due to the generation of energy.
 - b. ZREC Application Documentation is being gathered for submission this week.
 - c. Ribbon Cutting Ceremony 4/27/2021 1:00-2:00PM: The committee discussed the planned program for that afternoon. Student involvement will be a focus of the day.
 - d. Mr. Vocchio inquired about the ZREC impact on the Town's budget. Mr. Brodner noted that the revenue has been calculated into the budget already for next year.
 - e. The next PV Building Committee meeting will be held on May 11, 2021 at 5:00 via Zoom.

7. **Public Comment:**

- a. Mr. Dykstra inquired about a maintenance contract. Mrs. Buell, Mr. Sabins and Mr. Palmer discussed the operations and maintenance contract stating that we are permitted to enter into a 1-2 year Operations and Maintenance Contract and Mr. Palmer is checking with the CT Department of Administrative Services (DAS) on a five (5) year contract.
- b. As a follow up to previous discussions, Mrs. Buell informed the committee that we can not have any more ZREC extensions. During a conversation with Eversource it was made clear that we were given one extension and there were no options for additional extensions.

8. **Adjournment:** Motion by Mr. Brodner, seconded by Mrs. Lyons to adjourn the meeting at 5:37pm. No discussion. **Motion carried 4/0.**