

PV Building Committee Meeting Minutes
July 6, 2021
5:00 PM

Members Present: Mr. Lou Brodeur, Mr. Joe Voccio, Mr. Ken Dykstra

Members Absent: Mrs. Mae Lyons

Guests: Mr. Allen Sabins, Mrs. Patricia Buell

This meeting was held via Zoom and in person

1. **Establish a quorum:** The meeting was called to order at 5:09 pm.
2. **Public Comment:** No public comments.
3. **Approval of Previous Meeting Minutes:** Motion was made by Mr. Brodeur, seconded by Mr. Dykstra to approve the May 11, 2021 meeting minutes. **Motion carried 3/0.**

Motion was made by Mr. Brodeur, seconded by Mr. Dykstra to add Horton Electric Invoice #2841 and Solar reimbursement to the agenda. **Motion carried 3/0.**

4. Project Update:

Mr. Sabins provided a project update. We are still working on project closeout and are working on a Net Metering Issue at Brooklyn Elementary School (BES). Mr. Voccio inquired if everything was operating at BES and Brooklyn Middle School (BMS). Mr. Sabin stated that the Net Metering is not showing and that Eversource is working through the problem. Mr. Dykstra asked Mr. Sabin to explain Net Metering. Mr. Sabin explained that we are not seeing the credits on the bill and that it appears to be an administrative issue. Mrs. Buell stated that we will receive credit and that at BMS, once the approvals were in place, Eversource was able to give us credits. Additionally, Mr. Sabins stated that we have production data if there is a request for this once approved. Mr. Dykstra suggested monitoring the roof 1 time per month might be useful and could be done by BPS staff. Mr. Sabins indicated that monitoring the production App will provide the best indicator if there are any production issues. Mr. Voccio mentioned that Eversource will pause during disasters, such as hurricanes, which could cause delays. Mr. Sabins indicated that CSW has been "Professionally pestering Eversource" to see if they can resolve the net metering issue.

ZREC Update: Mr. Sabins provided an update on the ZRECS. Mr. Voccio said that Tom Dorsey could be someone to contact at Eversource. Mr. Sabins said he has made multiple calls. Mr. Voccio suggested possibly having Rick Ives reach out to Matt Ritter to see if he is able to assist.

Maintenance Schedule:

- Horton - 1 year Warranty by design builders (Horton)
- Outside of Agreement - Horton and Greensleeves are aware of our interest in an Operations and Maintenance Contract. We are waiting until the project is complete before moving forward with a contract.
- Next Meeting we will discuss:
 - Bids - 1 year preventative maintenance contract
 - As needed on-site reactive maintenance

Mr. Dykstra asked how often is enough. Mr. Sabins said that one (1) time per year is the industry standard to clean filters, check to make sure things are water-tight and that alerts go to the monitoring system.

Anticipated invoices:

- i. CSW Final Closeout Invoice: BES \$7,775
- ii. CSW Final Closeout Invoice: BMS \$7,775
- iii. Horton Final Closeout when Net metering is complete \$2,147.20

5. Review Payment Requisition

- a. Motion to approve the May 24, 2021 BES/BMS Horton Invoice (#2001009/010) for \$8,100 for Bollard work. Motion by Mr. Brodeur, seconded by Mr. Dykstra. No discussion. **Motion carried 3/0.**
- b. Motion to approve both CSW Energy Invoices. CSW Energy Invoice #1544 for BES in the amount of \$5,825 and CSW Energy Invoice # 1545 for BMS in the amount of \$5,825. Motion by Mr. Brodeur, seconded by Mr. Dykstra. No discussion. **Motion carried 3/0.**
- c. Motion to approve June 25, 2021 Horton Invoice (#2841) for BMS. Invoice in the amount of \$3,428.10. Motion by Mr. Brodeur, seconded by Mr. Dykstra. Reviewed items. No discussion. **Motion carried 3/0.**

6. Other Business:

- a. Reviewed the Solar DAS Reimbursement which was accepted with the percentage of completion.
 - i. \$440,387.00
 - ii. \$343,683.00
- b. Next meeting August 3, 2021 at 5:00 PM.

Agenda - make sure we know how to read the monitor, the entire committee should review the process

7. **Public Comment:** No public comments.
8. **Adjournment:** Mr. Brodeur made a motion to adjourn at 5:55 pm, seconded by Mr. Dykstra. **Motion carried 3/0.**