

## Minutes

### Clean Energy Task Force

Regular Meeting, Wednesday October 15, 2014

Town Hall Conference Room A, 5:30 p.m.

Present: Cathy Alfandre, Heidi Armster, Carroll Brooke, Katie Callahan

Cathy convened the meeting at 5:40

## Minutes

Minutes were reviewed briefly. Carroll motioned to approve the minutes; Katie seconded. Approved unanimously.

### **SSES solar project review/next steps**

Cathy opened discussion on the SSES solar initiative by summarizing activity and discussions up to this point. Goals are:

- Finalize our recommendations on the 2 vendors who submitted bids for the project.
- Call a special meeting to present our findings to town parties for further discussion
- Reach a conclusion on the choice of a vendor at that meeting

Overall timeline as the TF sees it would involve beginning construction in the summer, with design work and planning phases to take place over the winter and spring and have the system up and running by Fall 2015.

Carroll produced a packet for each member – a list of 10 criteria for rating the each vendor. The group went over each of the criteria to discuss and agree upon the ratings based on the work of the past months, including meeting with the vendors multiple times, reviewing their presentations and bids and following up on references given by each vendor.

He chose 10 criteria to rate on a scale from 0 to 10 based on our assessments. The group discussed each of the criteria and a total number was assigned to each vendor. This is to be the document we will present at at our next meeting.

Cathy suggested adding the names of the references to the document.

Discussed some of the specifics of the references, including both positive and negative feedback on the various projects.

Cathy and Carroll share their impressions of the ground mount system at Choate, which they had toured along with Adam Dunsby recently. The only notable concern they learned was that the company that had produced the inverter had gone out of business, which the school had learned upon having had a failure of the system. This resulted in them having to go elsewhere to replace the inverter. The TF noted that this had been the problem with the BMS at SSES and stressed the importance of knowing the quality of the equipment used.

Cathy proposed that we tentatively set a meeting date of Monday, October 27<sup>th</sup> to update with representatives of the Boards of Selectmen, Education and Finance. Heidi will look into a venue and report back.

Objectives of the meeting are:

1. Update Board members on questions raised and new learnings since last joint meeting.
2. Go/No-go decision to move forward with one of the vendors on completing the engineering design.
3. Decide the type of funding to be used for financing the project; and determine if it should be a PPA fixed or PPA escalating price.

Cathy will send an email invitation to board members, including Carroll's criteria evaluation and financial summary in attachments for preview.

### **Clean Energy Communities program update**

Cathy received notice that the Clean Energy Community Points program will no longer award points for clean energy option signups with utility.

The group discussed adding to our next meeting agenda discussion for brainstorming future projects.

Carroll suggested we might want to meet with other regional town teams to share ideas and possibly look toward working collaboratively on projects.

Carroll proposed we adjourn; Katie seconded.

Cathy adjourned the meeting at 7:35.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Heidi Armster". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Heidi Armster, Secretary