

**Town of Essex  
29 West Avenue  
Essex, CT – Meeting Room B**

**Building Committee**

**December 2, 2015**

**MINUTES**

Building Committee members in attendance:

Bruce Glowac  
Leigh Rankin  
Kelly Sterner

Others: Tom Fitzgerald, Region #4  
Norman Needleman, First Selectman  
Gary Riggio, Riggio Construction

Meeting called to order by Bruce Glowac at 8:03 a.m.

**Approval of Minutes:**

***Kelly Sterner moved to accept the minutes of November 25, 2015, seconded by Bruce Glowac. Passed unanimously. Motion carried.***

**New Business:**

- a. ***Essex Elem School Solar Proposal – Elliot Isban, CEO, American Solar & Alternative Power, a Kingspan Energy Company arrived and proceeded with his presentation.***

Elliott Isban began his presentation with some background in that they have been in the energy business in CT for 38 years and the core solar business for 12 years. One of the first approved with the CT Clean Air energy fund. Now they are part of the Kingspan Energy Group, based in Dublin with a 3.5 billion business. They presently have 20 schools in CT either completed or in process. Schools are a specialized process with security issues, working conditions, and safety issues etc.

The process for Solar projects now in CT is directed by the CT Green Bank, which they are agents for. What they are proposing is a PPA contractual relationship between CT Green Bank and Essex Elementary School. A photovoltaic solar system would be constructed on the roof areas of Essex Elementary School at no cost to the School. Zero

capital outlay. Essex Elementary School would then enter into an agreement to purchase the power produced from the solar system for the next 20 years. CT Green Bank developed this program just for schools and acts as the underwriter. They control the cost of capital and the price for the electricity produced. The project gets fully vetted by them and goes through local building review and inter-connection agreements with utility. This system is estimated to produce about 70% of the current electrical energy being used by the school. Another element that contributes to the success solar projects is called ZREC's. (Zero Renewable Energy Credits) This project has already qualified for a ZREC award. This award would only apply, however, if a system is operational by September. There is also a federal tax incentive which is a benefit for the investor. The Green Bank aggregates the funding and incentives then combines this project with other projects and sells that asset off to a big bank. The status of the project is as follows: American Solar has redesigned the design based on the recent addition of air conditioning equipment on the roof. This is still not a final layout. Next step would Level 2 design and engineering including full structural engineering review. electrical design, mechanical physical logistics (how to best run wires, etc.) There is a \$4,500 fee that ASAP requires for the Level 2 study. American Solar will waive the level II fee if the School is willing to provide a letter of intent that they anticipate proceeding with the project and ASAP. They anticipate this project could be constructed in the first quarter of this year.

Bruce indicated that Region 4 has used ASAP to recently install PPA solar projects at John Winthrop and Valley Regional and that both projects went very smoothly and have been very successful.

Bruce asked Elliot to explain the pros and cons of fixed vs escalating pricing for electricity produced. Elliot explained that in the escalating rate you start at lower cost and each year it resets at 2.99% increase. That escalation is estimated to be less than the projected costs. The Fixed rate will give you a locked in rate for 20 years with no escalation. After 10 years there is a buy-out provision. The contract would be for 20 years, panels are warranted for 25 years.

Elliot gave Kelly a copy of the letters of intent and the Green Bank forms.

This project would require the approval of the principal and superintendent and then the Essex Elementary Board of Education.

***Kelly Sterner made a motion that the Building Committee recommend and present to the Essex Elementary BOE the proposal to construct a PPA Solar Photovoltaic system on the roof areas of Essex Elementary School, seconded by Leigh Rankin. Passed unanimously. Motion carried***

#### **Old Business:**

- a. Land use offices - Gary Riggio – Bruce walked through the building with Gary Riggio yesterday. They have come up with some quick ideas:

- a. Open window across from elevator
  - b. Make a counter with rolling door
  - c. Computer stations outside offices into hallway
  - d. Don't knock wall out to south of elevator
  - e. Move door to Land Use to the right about 8'
  - f. Remove wall between Selectman's and Land Use **not advisable**
  - g. Removed interior walls and gut the area
  - h. Add another door so that there are two exits and entrances
  - i. Move everyone from Land Use into auditorium during the space renovation – check for needs for the auditorium by outside parties during this transition
  - j. Gary will get his designer Denise involved in coming up with some space layouts
  - k. With regards to bathrooms, eliminate the janitorial closets to make the bathrooms ADA compliant
- b. Essex Elem. School Café / Gym roof cuts – Tom Fitzgerald indicated that the cuts look good and are done. A/C units will be here this week or next and Tom King will get them installed. School will be out on 12/23 to get them done. Tom King will shift to a 3 to 11:00 p.m. shift to finish this out.

Elem School Library / Media Center – Leigh and the subcommittee have a follow up meeting on 12/19 and then they are going to visit two schools on 12/14 for ideas.

- c. Town Garage – Kelly sent a split PO and hasn't received anything back. Leigh will follow-up as she has other items to cover with them.

**Approval of invoices:**

No invoices needing approval.

Kelly discussed the form from the State of the list of items we were asked to provide for the roof reimbursement. Kelly called the State and inquired about the Environmental Site Assessment. The State informed her that we did **not** need it for a roof replacement project and to just complete Parts 1 and 4 of the form.

**Other business:** None

**Adjournment:**

***Bruce Glowac motioned to adjourn at 9:51 a.m.***

Respectfully submitted,

Yvonne M. Roziak