

**Sweeney Elementary School and Windham Middle School Micro Grid Building
Committee**

Special Meeting Minutes

Windham Middle School main office conference room

123 Quarry Street Willimantic, CT 06226

September 27, 2016

Members present Michael Callahan, Michael Desjarlais, Michelle Giffin, Wayne Donaldson staff
Mike Licatta Staff

Meeting was called to order at 7:03PM by Chairman Michael Desjarlais.

- Approval of past minutes none.
- Citizens and Delegations None
- Old Business
- Update on Micro Grid progress by Friar Associates and staff. Project is 95-98% complete we are waiting on the Eversource witness test for the final cut over of the micro grid circuits. Discussion with the committee ensued.
- Update on the roof project which is 95% complete the base roof is complete with some ongoing trim work and ridge work on the metal roofing. Discussion with the committee ensued.
- The committee was given an update on the damage from the screws in the electrical pipes and the lights that were damaged. Silktown's insurance carrier canceled a scheduled meeting for last Friday they are waiting on a new date. Staff reported that there is still an issue with some of the clocks not syncing but no other known issues at this time.
- Motion by Mike Callahan and second by Michelle Giffin to approve a change order #3 to ECI in the amount of \$25,100 for the fence around the transformer at Sweeney, installation of two bollards required by the electrical inspector, rerouting of the electrical lines to Sweeney to avoid the fuel oil tank and the fresh air duct to the co-gen units. Motion passes unanimously.

- Motion by Mike Callahan and second by Michelle Giffin to approve invoice # 2016-033A05 to Friar Associates in the amount of \$1,785.00 for design work on the roof project. Motion passed unanimously.
- Motion by Mike Callahan and second by Michelle Giffin to approve Invoice #2014-104A11 to Friar Associates in the amount of \$9,445.50 for work on the Micro Grid. Motion passed unanimously.
- Motion by Mike Callahan and second by Michelle Giffin to approve Invoice #4 to Silktown Roofing in the amount of \$99,869.70 for roof work. Motion passed unanimously.
- Motion by Mike Callahan and second by Michelle Giffin to deny payment for invoice #4 to Electrical Contractors Inc. for work completed on the micro grid project. This would bring the payments to ECI to 96% of the contract amount. The committee instructed Friar Associates to notify ECI to present any outstanding claims or change orders if possible by the next scheduled meeting on 10/6/16 for their review at which time they will reconsider the payment of invoice #4. Motion passed unanimously.

- Citizens and Delegations None

Meeting adjourned at 7:51PM