



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE**

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***Minutes  
Solar Committee  
Wednesday, September 23rd, 2020***

Committee members attending via Zoom video conference: Brendan Denehy, Maria Bechis, Jacob Solon, Dennis Comeau, Joel Shacklee, Kelly Seeley, Patty Smith.

Also present: Dennis Bechis, Tad Putney

**7:18pm Brendan** opened the meeting. **Brendan** said we are meeting electronically under Executive Order 2020-04 and Emergency Meeting Orders #12 and #23, which allow for remote meetings. All committee members stated they were social distancing, some with others present in their homes, but not in the room. **Maria** was in attendance with Dennis Bechis.

**Agenda adjustments**

**Brendan** asked to add approval of minutes to the agenda.

**Approval of minutes**

**Dennis** moves to approve minutes from the last meeting, **Patty** seconds. All in favor, minutes approved.

**Review results of September 21 Selectboard discussion of Energy Audits**

**Brendan** said that he presented the committee's proposal to work with DDH at the selectboard meeting on Monday Sept. 21st. The selectboard was agreeable to doing an energy audit, but because there is no money in budget currently to fund, the Town Purchasing Policy dictates that expenses over **\$7,500** (total request was **\$9,000** over 2 years) the committee must solicit at least two other bids before selecting a contractor.

**Brendan** said that Tad has created an RFP document for the committee to solicit proposals for consulting services to assist with the energy audit of town buildings. **Tad** said the town has recently become a member of Clean Energy NH, so he emailed them for recommendations on consulting companies. CENH quickly responded and recommended four companies similar to

DDH, including Resilient Buildings Group, Erik Schifflett, Energy Efficiency Investments (EEI), and Energy LB Resources.

**Tad** specified that the Town Purchasing Policy does not require the committee to obtain 2 additional bids, just to solicit them. He said he included a deadline of **Oct. 7th, 2020** for responses to the RFP, which would give companies at least 2 weeks to respond. He did not include the school buildings in the RFP because they are ruled by a different governing body, so should be kept separate.

**Brendan** asked if the committee members have looked at Tad's draft RFP, which covers the activities discussed with DDH. The committee expressed enthusiasm about Tad's draft RFP.

**Brendan** reiterated that the town is not obligated to go with the lowest bid, but merely to review several bids and make a recommendation to the selectboard who will make the final decision.

**Maria** asked if the committee will have a chance to address questions and concerns about particular proposals directly with the new companies in the same way that it was able to do with DDH. **Brendan** said that if the committee has questions, they can be discussed at the meeting on the 7th and followed-up on afterwards.

### Next Steps

**Brendan** reminded the committee that it is chartered to continue meeting through the town meeting, but has a report date of end of October to tell the selectboard know what the committee has done so far, what recommendations for next steps might be, and what items might be requested be included in the 2021 budget. **Patty** commented that Brendan has done a good job of keeping the Selectboard up to date on proceedings so far.

**Maria** said she has reached out to MacDowell colony and got the contact info for the resident director, and she has sent an email to find out if he would be interested in meeting with the committee. If not, she will try to speak to someone on Peterborough's selectboard.

**Tad** offered that Henry Herndon from CENH can meet with us as well to share what the organization has to offer. **Jacob** commented that the resources CENH has to offer may be more valuable than initially thought by the committee. **Dennis** said he is specifically curious whether those resources might allow the committee to write it's own RFP for an energy audit. **Brendan** said he has heard Henry speak before and was impressed. **Tad** offered to reach out to see if Henry can join in a meeting.

**Patty** said her husband's office has a solar array, but was hit by lightning and took \$86k of damages. She asked what insurance coverage or contingency funding might be available for such an incident in Brookline. **Tad** and **Brendan** said it would be an important consideration to look into.

**Kelly** provided some contact info for Mike Davie at EEI, who had also submitted a bid for doing solar on the Hollis schools.

**Set next meeting date**

Meeting set for **Wednesday October 7, 2020 at 7:15pm.**

Meeting adjourned at **7:40.**

Minutes submitted by Jacob Solon.