



## Energy Committee

Town of Hinesburg  
10632 Route 116 Hinesburg VT 05461  
802.482.2281 | hinesburg.org

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### Meeting Minutes

March 3, 2020, 7:00-9:00 PM  
Town Hall – Planning Office

**Attendees:** Chuck Reiss, Bill Scott, Mike Webb, Josh Leckey, Laura Capps

**1. Call to Order** 7:00 PM

- a. Chuck opened the meeting

**2. Public Comment** 7:05 - 7:10 PM

- a. None.

**3. Additions/ Deletions to Agenda** 7:10 - 7:15 PM

- a. None.

**4. Review of HEC budget for 2019-2021** 7:15 – 7:20 PM

- a. The \$2800 Energy Committee budget has been approved.

**5. Review of Town and Community Solar PV** including: 7:20 – 8:30 PM

a. Discussion of feasibility for each possible location of community solar and town owned properties for solar PV:

1. Chuck got feedback from Rocky Martin:

- Town Landfill is a good site
- The Town garage has been designed for solar
- Town Hall roof was reinforced in 1992 and should be suitable for solar. The Town Hall may be a historical structure, may incur some pushback.
- Firehouse roof - think it's a truss roof system - looks good.
- Lagoon land where panels are now - town bought 9 acres to the east of that but it may be wetland area. The lagoons will be replaced by a smaller lagoon system, this would probably take a couple of years.
- The Baptist lot - land over the bridge on silver street owned by the United Church - possible location for the future.

- The Police station can stay in the RFP as a potential site but is less ideal for solar than other locations.
- Parking canopy structure - truck location by well house - canopy would have to be built as part of the solar structure - Chuck will talk with current building maintenance manager about this project - RFP will need to have rough dimensions - could include two options - one for the town to pay for the structure, the other for the structure to be included in the PV project.

2. The lagoons will be removed as a listed site in the RFP, this does not preclude work in this area should a bidder choose to explore it.

b. Discussion of types of ownership for town and community solar:

1. The Committee discussed and decided to add to the RFP, a request for bidders to describe how proposed community solar will be structured and operated.

2. Chuck will investigate community solar models being done in White River and Thetford to see if they are applicable our solar project.

3. Mike will ask Renae if the Town has a draft Option to Lease agreement.

4. Mike reiterated that the Net Metering Agreement (NMA) approach will include third party ownership to enable the project to take advantage of the Federal Tax Credit as well as eliminate the requirement for any capital contribution from the Town.

c. Review the potential caps for town owned solar:

1. Josh and Mike stated the conservative approach is to assume a 500 kW limit for the entire set of Town facilities, utilities and accounts.

d. Identify companies that could potentially be invited to submit a proposal:

1. The Committee decided to add Norwich Engineering and Bristol Electronics to the bidders list.

e. Review rough draft RFP for development of solar PV sites in Town:

1. The Committee decided to add to the RFP that any proposed NMA may not include a rate floor.

2. Most sites are preferred site, if not, will need to need to get proposed sites designated.

3. Josh will send out a timeline of events of how things will go on the regulatory front.

4. Mike will draft up the Town approval process.

5. The Committee decided to add to the RFP that Community solar is for Hinesburg residents unless there aren't enough off-takers in the Town, then it could be expanded to Chittenden County.

6. The Committee decided to ask the bidders to submit a proposed development schedule

7. Mike will ask Renae to confirm that there is only the one Town NMA and request parcel IDs for the possible solar locations.

f. Next steps and timeline:

1. The Committee discussed a potential timeline that included:

- 3/18: Present RFP to Select Board
- 3/20: release RFP to bidders
- 4/10: Bids due
- 4/15: Recommendation presentation to Select Board

**6. Review of Haystack Crossing proposal** for HEC response to be submitted for the March 17<sup>th</sup> DRB meeting 8:30 - 8:50 PM

- a. The DRB requested that the Energy Committee review and comment on the play review of the Haystack Crossing proposal. The Energy Committee will provide comments in writing. Discussion included building orientation for solar PV and energy efficiency building standards.

**7. Review meeting minutes** 8:50- 8:55 PM

- a. Will be reviewed next meeting.

**8. Set agenda for April 7th, 2020 meeting** 8:55-9:00 PM

- a. Will be distributed prior to next meeting.

**9. Adjourn 9:00PM**