

To: Members of Greenbelt Community Solar

From: Robert Kessel

CC:

Date: January 8, 2012

Subject: Minutes and Actions for the January 3, 2012 GCS meeting

Attendance: Steve Skolnik (chair), Frank Gervasi, Shalom Fisher, Steve Lindner, John Mason, Jerry Bonnell, Lore Rosenthal, and Bob Kessel

Minutes

1. The minutes from the 12/06/11 meeting were approved after the corrections identified by Lore Rosenthal have been included.
2. Installation status
 - a. The system is now generating electricity. We have a photograph of two happy Astrum staff with the final electrical inspection sticker on December 30th. It currently does not yet have the new PEPCO meter has been installed. It also need the Enphase box and the internet monitoring. Until these monitoring components are installed, GCS will be supplying the Church without charge.
 - b. Steve Skolnik would like GCS to do a final inspection once Joe Rice lets us know that Astrum is finished. At least Steve Skolnik, Steve Lindner, and John Mason will make arrangements with Astrum for the inspection.
 - c. Steve Lindner would like the system's final electrical layout drawing for the LLC's records.
 - d. Steve Skolnik would like to document the email exchange with Astrum concerning the change in number of cement ballast used in the system.
 - e. We need a photograph of the final electrical inspection sticker for our records as Prince George's County no longer supplies a separate certificate.
3. Treasurer's report from Jerry Bonnell. The new QuickBooks compatible green checks are in. Steve Skolnik has the first five. Steve Skolnik will write the final check to Astrum in Jerry absence. The bank account balances again this month.
4. Discussion of SRECS -- This was another brief discussion of the options. The topic was table until the next meeting. We may want to invite either Dave Brosch to discuss UPCS's approach or someone from Astrum to present available options.
5. Steve Skolnik has the final prospectus ready to sent to the LLC members. The cover letter will include the return estimate of 4.7%, the switch to American-made panels, and the actual operating expenses. Steve will circulate the cover letter in draft form for comment from the management committee.

6. Lore Rosenthal reported on various legislative efforts. Ian Ullman (Sen. Pinsky's staff) called to suggest that this wasn't the best session to push for virtual net-metering that would enable solar garden development. Lore got a second call from Tommy Landers of Environment Maryland to say that their group was pushing the bill this session. Dave Brosch has been something of the sole voice pushing this concept, so advocacy from GCS would perhaps be helpful.
7. Discussion of the difficulties of getting coverage in the News-Review. As the start of the meeting, four management committee members had tried to get articles and/or photographs of the GBC project into the New-Review without luck. Given that we were now in electricity production, this is getting annoying.
8. Commissioning on January 28th at 2pm. This assumes that John Mason gets a go-ahead from GBC for the date and time. The basic outline is to have a few short remarks by some of the local leaders (Pastor Christ, Mayor Davis, Senator Pinsky, our own Chair Skolnik, and perhaps others...) followed by a reception with light snacks, coffee, and vegetable trays. The contact responsibilities are listed in the actions section. Shalom Fisher will handle the food and beverages with a \$400 budget. John Mason will check if we can use the Church's large coffee pot.
9. Discussion of potential second systems. Steve Skolnik will be going with Dave Brosch to meet a GWPIL-referred congregation (Tikvat Israel) about a possible collaboration. Frank Gervasi has had further discussion with Christ Congregational in Silver Spring, though they have slate roof that raises installation difficulties. There is a possibility that Greenbelt City DPW roof may have system put in using an outside investor, so this may not be a possible second site for GCS.
10. Next management committee meeting is Tuesday February 14th at 7:30 pm at my house (7105 Mathew Street).

Actions

1. Steve Lindner to photograph the final electrical inspection and approval sticker on the electrical panel door at GBC. Once he has the photograph, Steve will forward it to all management committee members to enjoy and for Jerry Bonnell to include in the LLC's record archive.
2. At least Steve Skolnik, Steve Lindner, and John Mason to inspect the array once Joe Rice states Astrum has completely finished.
3. Frank Gervasi to request all the design drawings and analyses from Astrum particularly the electrical layout drawing. Once he has these in soft copy, Frank will forward them to Jerry Bonnell for the LLC's record archive.
4. Steve Skolnik to locate the copy of the Astrum design analysis showing that the change from two cement ballast blocks on the perimeter and one ballast block in the array's interior to two

ballast blocks through out the array does not exceed the roof design loading. Once he has the analysis, Steve will forward it to Jerry Bonnell for the LLC's record archive.

5. All to review Steve Skolnik's cover letter for the prospectus spread sheet and reply promptly with any changes.
6. Steve Skolnik to send email to Mayor Davis that the array is complete and producing electricity for GBC.
7. Bob Kessel to draft a general invitation to the commissioning for the large GCS distribution list and circulate it to the management committee. Once the general invitation is approved either Dale Barish or Lore Rosenthal to send the invitation.
8. John Mason to ask GBC about holding the commission Saturday January 28th from 2:00 to 4:00 pm. If that date works for GBC, John will email the rest of the management committee. [Since GBC is fine with the date, John's other action of setting an alternative date is moot.]
9. John Mason to ask Pastor Christ to give an opening invocation for the commissioning. John will also discuss the logistics of using the Church's computer display, whether WIFI is available, use of the Church's large coffee pot, and where they'd like the commissioning held.
10. Steve Skolnik to invite Mayor Davis and Dave Brosch to the commissioning and ask them to be speakers. Steve to invite the rest of the Greenbelt city council to the commissioning. Finally, Steve is to contact the Gazette about the commissioning date.
11. Lore Rosenthal to invite Senator Pinsky and Representative Ross to the commissioning and ask them to be speakers. Lore to also contact Joelle Novey about the use of her "meeting" dish set instead of using paper plates. Finally, Lore is to contact Patch.com about the commissioning date.
12. Marat Moore to contact the News-Review about the commissioning date.
13. Shalom Fisher to arrange for the light snacks and refreshments assuming 75 people in attendance and a \$400 budget.