

Capital Improvements Subcommittee Minutes
Tuesday, September 1, 2020
4:00 PM-6:00 PM
Remote via Zoom

Capital Improvements Subcommittee Members present: Helen Charlupski (Chair), Andreas Liu, Mariah Nobrega, and Barbara Scotto.

Other School Committee Members present: Susan Wolf Ditkoff and Suzanne Federspiel.

School Staff present: Mary Ellen Normen, Matt Gillis, and Robin Coyne.

Others present: Coordinator of Student Affairs Meaghan Geaney, Kindergarten Teacher and Brookline Educators Union (BEU) Health and Safety Chair Michelle Gorden, Pierce Extended Day Director Ellen Lench, Baker Extended Day Director Sharon Corliss, Lawrence Extended Day Director Mary Gardiner, Director of Public Buildings Charlie Simmons, Economic Development Director Kara Brewton, and Advisory Committee member Carla Benka.

1) Discussion of Facility Issues for Opening of Schools

Director of Operations Matt Gillis and Director of Public Buildings Charlie Simmons provided an update on progress that has been made to meet ventilation targets at schools. Town and School staff, with the assistance of volunteers, have been taking readings to determine the level of air changes per hour. Spaces to be used for the Brookline Early Education Program (BEEP), Kindergarten, and most vulnerable students have been tested. Mr. Gillis and Mr. Simmons discussed steps taken to enhance ventilation including the purchase and installation of portable HEPA filters, assessment and repairs to windows, and HVAC modifications (includes extensive work at the Pierce School). Members requested the following: 1) that staff use stickers to make it clear which spaces have been tested and meet ventilation targets and 2) that staff prepare (for the next meeting on September 8, 2020) a spreadsheet/checklist that shows completed and planned work, and a projected timeline for when spaces (both K-8 and Brookline High School) will meet ventilation targets and be ready for occupancy.

Mr. Simmons reported that building modifications (nurses and isolation spaces) have been completed. One hundred touchless water fountains have been delivered, and an additional one hundred have been ordered.

2) Power Purchase Agreement-Request to Authorize Access to School Properties and Public Schools of Brookline (PSB) Employees' Participation

Economic Development Director Kara Brewton presented a request for School Committee consideration of the Solar Panel Power Purchase Agreement (PPA), as shown in Attachment A. In fall 2019, Town Meeting voted to authorize the Select Board to enter into a 20-year PPA and related documents with Solect Energy, a solar power developer, which effectively permits the use of several municipal rooftops in exchange for a cheaper electricity supply price. Town staff has negotiated the PPA contract and are now recommending the Select Board sign the PPA for the Ridley School, Runkle School, Brookline High School, and the Kirrane Aquatics Center. The School Committee is being asked to authorize access to the properties and PSB employees' participation. Ms. Brewton reviewed considerations, risks, and alternatives, and explained the PPA negotiated contract terms. The estimated first year savings for the Town would be approximately \$32,900. Select Energy will be given a great deal of latitude on scheduling and

hopes to complete the work by the end of November. Eversource has been involved in the process. Solect Energy will report data to the Town, including historical production data, at least at a daily frequency. Members suggested that the project be used as a learning tool and requested consideration of a visible data monitor at the schools.

[Ms. Nobrega left the meeting.]

On a motion of Ms. Scotto and seconded by Ms. Charlupski, the Capital Improvements Subcommittee voted (by roll call), with 2 in favor (Ms. Charlupski and Ms. Scotto), 0 opposed, and 1 abstention (Dr. Liu) to recommend that the School Committee support putting solar panels at the Florence Ruffin Ridley School, Runkle School, Brookline High School, and the Kirrane Aquatics Center, as shown in Attachment A.

This item will be considered by the full School Committee on September 10, 2020.

3) Update on 2020-2021 School Year Enrollment

Coordinator of Student Affairs Meaghan Geaney provided an update on 2020-2021 School Year enrollment, by school, both with and without Remote Learning Academy students (Attachment B). She noted that the numbers will change before the start of school. At this point, it appears that enrollment will be down approximately 700 students, and that another 900 or so students will be participating in the Remote Learning Academy. These students are dispersed across all schools. Members asked how these numbers could impact the district's ability to bring back additional grades for in-person learning (both space and staffing). Members requested an analysis of how many students/staff members can fit in classrooms, with social distancing.

4) Fall Reopening-Extended Day Program Questions

Pierce Extended Day Director Ellen Leno, Baker Extended Day Director Sharon Corliss, Lawrence Extended Day Director Mary Gardiner requested clarity on whether Extended Day will be allowed to operate this year. If the district authorizes use of space, Extended Day will submit relicensing materials to the State. Families have already been told that the earliest Extended Day will open is October 1, 2020. Mr. Gillis recommended that Extended Day be allowed to operate, and that the fees charged to Extended Day for using the spaces be waived for the first half of the year. He noted how important the program is to families, and that using School facilities (instead of outside programs) may reduce community exposure. District/School staff will work with Extended Day to develop a plan for transition to and from the regular school day. All Extended Day spaces will be tested.

Members expressed strong support for having Extended Day in the schools, and for waiving the user fees for the first half of the year. Members suggested that Extended Day consider using outdoor space/tents, as much as possible, during the mild weather. There was general agreement on the following: Ms. Normen will notify Principals that Extended Day will be operating in the Schools; Extended Day can begin its relicensing and planning process for the fall; Ms. Charlupski will update the School Committee on September 3, 2020; and on September 10, 2020, the full School Committee will be asked to vote on the proposed modification to the Extended Day 2020-2021 License Agreement (i.e., waive Extended Day User Fee for the first half of the year).

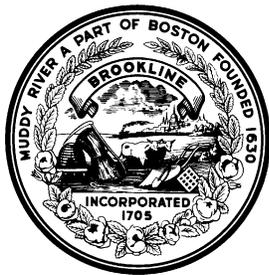
5) Approval of Capital Improvement Subcommittee Minutes

On a motion of Ms. Charlupski and seconded by Dr. Liu, the Capital Improvements Subcommittee voted unanimously (by roll call), to approve the minutes of the August 5, 2020 meeting.

On a motion of Ms. Charlupski and seconded by Dr. Liu, the Capital Improvements Subcommittee voted unanimously (by roll call), to approve the minutes of the August 12, 2020 meeting.

On a motion of Ms. Charlupski and seconded by Dr. Liu, the Capital Improvements Subcommittee voted unanimously (by roll call), to approve the minutes of the August 24, 2020 meeting.

The meeting adjourned at 6:00 PM.



Town of Brookline

Massachusetts

**Department of Planning and
Community Development**

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Alison C. Steinfeld
Director

To: Brookline Select Board

From: Kara Brewton, Economic Development Director

Re: **Solar Panel Power Purchase Agreement: Letter of Intent & Associated Materials**

Date: August 5, 2020

Summary

In fall of 2019, Town Meeting voted to authorize the Select Board to enter into a 20-year Power Purchase Agreement (PPA) and related documents with Solect Energy, a solar power developer, which effectively permits the use of several municipal rooftops in exchange for a cheaper electricity supply price. Town staff¹ has negotiated the PPA contract and are now recommending the Select Board sign the PPA for the Ridley School, Runkle School, Brookline High School, and the Kirrane Aquatics Center. As shown on the attached Tables, we² estimate a first year savings of approximately \$32,900.

In order to have a better chance of this PPA agreement including more favorable state financial incentives (and therefore a more favorable electricity supply rate for these properties), I am requesting the Select Board vote to:

Sign a *Letter of Intent* with Solect Energy Development LLC, related to installing and maintaining solar panels for up to 20 years at the following properties: Brookline High School (115 Greenough Street), Kirrane Aquatics Center (46 and 60 Tappan Street), Florida Ruffin Ridley School (345 Harvard Street), and Runkle School (50 Druce Street).

¹ Negotiations with Solect included Kara Brewton, John Buchheit, and Dave Geanakakis. Charlie Simmons was also a lead in shaping the PPA, gathering information and plans, and coordinating site details with Solect. The Renewable Energy working team also provided staff technical advice, which significantly improved the technical terms of the PPA contract in the Town's favor; this group primarily included Scott Englander, Willy Osborn, Blake Cady, David Lescohier, and David Lowe.

² Comments, edits, financial discussions, and the Payment In Lieu of Taxes (PILOT) included Dave Geanakakis, Gary McCabe, Jeana Franconi, Justin Casanova-Davis, Melissa Goff, Dan Bennett, and Matt Gillis. Site analysis, securing grant funds, and utilizing third-party consultant technical review by Lara Curtis-Hayes and Maria Morelli.

This Letter of Intent (LOI) would not lock us into any agreement, but does formalize the Town's intent to enter into an agreement with Solect at the fixed electricity PPA rates indicated in the attached Table 1.

I am working with the Town Administrator's Office to schedule a Select Board public hearing on September 8th, hopefully followed by a formal vote to enter into a Power Purchase Agreement and related documents including a License and PILOT Agreement for these four sites. For your early review, attached is a final PPA and License agreement; please email me at kbrewton@brooklinema.gov with any questions **by August 19th**. The Planning & Community Development Department will mail notices for this Select Board hearing to abutters within 300' of each property ahead of time for this public hearing, similar to our practice with past solar panel proposals. We will also post plans and specifications about the proposed installations by August 21st at <https://www.brooklinema.gov/1467>.

Considerations, Risks & Alternatives

Greening the Region; not the Town

Power Purchase Agreements are a common method for Massachusetts municipalities to create regional, renewable solar energy. The solar power developer is responsible for the engineering and other related soft costs, permitting, acquisition and installation of all the equipment, incentive management, maintenance, and reporting of data. The municipality provides a license or lease to the developer for the solar panels to be installed and in exchange purchases the energy supply that the solar panels generate at a lower cost from the developer. The developer sells the Renewable Energy Credits (RECs) for the installation to the general market.

Installation of these solar panels does not equate to the Town's electricity consumption becoming greener unless we also decide to purchase additional RECs equivalent to the energy supply we are purchasing from Solect. As shown on Table 2 (attached), the additional cost of purchasing these RECs is still well below the anticipated savings. As noted in the footnote of Table 2, REC prices have increased significantly in the last year as anticipated large renewable energy projects (especially wind projects) have been delayed in the region.

Whether or not the Town decides to purchase the additional RECs, the PPA solar installations will add renewable electricity to the regional grid.

Electricity is a Commodity

The near term and long term predictions of the energy supply market, renewable credit market, and associated incentives and regulations are unknown. Hopefully an extreme example, the impacts of COVID-19 in 2020 resulted in a drastic reduction of residential energy prices from January to July. Our energy broker for our aggregation program (Good Energy), and consultant for municipal energy purchasing (Bay State) both anticipate those energy prices will increase again this coming January.

Pre-COVID, many energy consultants included assumptions in financial forecasts increasing somewhere between 1 and 3% per year. If that continues to be true over the next 20 years, the Town's savings will effectively increase every year as our PPA energy supply rate remains fixed. However, there is a risk that the energy supply price we are able to get on the market (usually for a couple years at a time) may dive

below this fixed rate at some point in the future (see Table 3). This risk is attenuated by the following factors:

- The PPA contract explicitly allows the Town to leave the contract after 7 years, and periodically after that time.
- Both parties also have the ability to renegotiate the contract with each other at any time.
- The energy being purchased under the PPA contract is a small fraction of the Town’s overall energy use.

Alternatives

Alternatives to entering into a PPA with Solect include direct ownership, not installing solar panels, and finding other ways to generate renewable energy. Our third-party reviewer for this project, CADMUS, has consistently estimated that the long-term financial savings would be greater to the Town by entering into a PPA in lieu of developing and maintaining our own solar panels. Additionally, installing solar panels on our own would require up front capital costs currently not identified. In this scenario we would be responsible for all maintenance and repair for these sites, which would add financial and operational uncertainty to the Town.

The Town could decide to not install solar panels at all, in which case we would not be utilizing the “rooftop real estate” we have to help the region grow its renewable electricity supply. Finally, we could instead of signing a PPA now, wait and see if other renewable energy creation becomes more viable (e.g., solar canopies over municipal parking lots, wind generation, etc.) Following more than 10 years of study and analysis, installing solar panels through a PPA for these four sites remains the most feasible and cost effective for the Town.

Introduction to PPA Negotiated Contract Terms

To date, we have negotiated terms that give the Town more control prior to project installation and align the contract with Brookline’s policies and practices such as insurance requirements and screening/fingerprinting contractors that enter school properties. We have also added more flexibility in the amount of time the Town has to respond when there’s an issue with the solar panels. Overall, we have significantly reduced our exposure to risk. Additional specifications that we have added to protect the Town’s interests include:

1. During construction:
 - a. Solect’s roof contractors must be certified with our roofing materials manufacturer.
 - b. The Building Department is able to approve any proposed modification of the project.
 - c. Further protections for the Town if hazardous materials are encountered during roof installation or accident during construction.
2. Provisions during operations:
 - a. Solect reporting of data to the Town will include access to historical production data, at least at a daily frequency.
 - b. The Town may seek validation from Power Options about any increased net costs due to a change of law that increases the Providers net prior to PPA price change.
 - c. Limiting the cost exposure that would be passed to the Town regarding potential future shadow impacts on the solar panels to a 50% increase of the PPA rate any single site (given this siting and adjacent conditions, shadow impacts are highly unlikely to occur, but those risks are tabulated in the last column of Table 1 attached).

3. Provisions related to the Town's options to purchase the system:
 - a. Solect will train Town staff to use and operate the system and be available for questions 90 days after we purchase either by early purchase option or at the end of the term.
 - b. Further definition of using a third party appraiser to determine the fair market value and flexibility of time on behalf of the Town to execute on purchasing the equipment at the end of the term.
4. Provisions related to the end of the system's useful life and/or end of contract term:
 - a. Decommissioning assurance funding two years prior to the end of the contract so that we know there's funding to safely remove the equipment in case Solect does not adequately do so.
 - b. More defined timetable of when they have to remove equipment when the project ends.
 - c. Changed the official end date of agreement as there were many provisions that are after the 20-year term is over that we still want to be in effect by a binding agreement.
 - d. Removed the requirement waiving our right to a trial by jury.

9.1.2020		K	1	2	3	4	5	6	7	8	Total
Baker	<i>Subtotal</i>	53	77	70	79	73	72	89	54	88	655
	<i>PreReg</i>	7			1		1				9
	<i>appointments</i>	2	2	1	1	1	1		1		9
	<i>withdrawals</i>										0
	RLA	10	14	9	16	7	9	8	7	16	96
	total	52	65	62	65	67	65	81	48	72	577
	<i>sections</i>	13	17	16	17	17	17	17	16	18	18
	13	16	16	16	17	16	16	16	18	18	
	13	16	15	16	17	16	16	16	18	18	
	13	16	15	16	16	16	16	16	18	18	
							16		collapsing one section from 2018/19: 4 to 3	collapsing one section from 2018/19: 5 to 4	
Driscoll	<i>Subtotal</i>	50	51	45	56	56	58	63	59	59	497
	<i>PreReg</i>	3	1								4
	<i>appointments</i>	2		1				1			4
	<i>withdrawals</i>										0
	RLA	6	15	6	17	9	5	11	9	8	86
	total	49	37	40	39	47	53	53	50	51	419
	<i>sections</i>	17	13	14	13	16	18	14	17	17	17
	16	12	13	13	16	18	13	17	17	17	
	16	12	13	13	15	17	13	16	17	17	
							13				
Heath	<i>Subtotal</i>	42	50	57	58	45	53	63	45	58	471
	<i>PreReg</i>	4	2								6
	<i>appointments</i>	1						1			2
	<i>withdrawals</i>										0
	RLA	5	2	6	4	5	7	3	14	4	50
	total	42	50	51	54	40	46	61	31	54	429
	<i>sections</i>	14	17	17	18	20	16	21	11	18	18
	14	17	17	18	20	15	20	10	18	18	
	14	16	17	18	collapsing one section from 2019/20: 3 to 2	15	20	10	18	18	
Lawrence	<i>Subtotal</i>	66	69	69	71	62	76	58	57	64	592
	<i>PreReg</i>	5	4	1	1	1	1	1	1	1	15
	<i>appointments</i>	1			2	1		1			5
	<i>withdrawals</i>		13	13	9	10	9	11	7	7	79
	RLA	11	13	13	9	10	9	11	7	7	90
	total	61	47	44	56	44	59	38	44	50	443
	<i>sections</i>	16	12	11	14	11	15	10	11	17	17
	15	12	11	14	11	15	10	11	17	17	
	15	12	11	14	11	15	9	11	16	16	
	15	11	11	14	11	14	9	11	collapsing one section from 2018/19: 4 to 3	18	
Lincoln	<i>Subtotal</i>	50	49	50	61	54	58	65	55	73	515
	<i>PreReg</i>	1	3			1	1				6
	<i>appointments</i>	3	2	1		1	1		1		9
	<i>withdrawals</i>										0
	RLA	5	7	12	14	8	8	8	13	16	91
	total	49	47	39	47	48	52	57	43	57	439
	<i>sections</i>	17	16	13	16	16	18	19	15	15	15
	16	16	13	16	16	17	19	14	14	14	
	16	15	13	15	16	17	19	14	14	14	
									14	14	
Pierce	<i>Subtotal</i>	68	66	80	87	78	89	96	96	70	730
	<i>PreReg</i>		1	1	1						3
	<i>appointments</i>	2	2								4
	<i>withdrawals</i>										0
	RLA	8	11	13	11	8	11	15	24	16	117
	total	62	58	68	77	70	78	81	72	54	620
	<i>sections</i>	16	12	14	16	18	16	17	15	14	14
	16	12	14	16	18	16	16	15	14	14	
	15	12	14	16	17	16	16	14	13	13	
	15	11	13	15	17	15	16	14	13	13	
	collapsing one section from 2019/20: 5 to 4	11	13	15	collapsing one section from 2019/20: 5 to 4	15	16	14			
Ruffin Ridley	<i>Subtotal</i>	94	97	93	90	93	95	85	87	90	824
	<i>PreReg</i>	6		1		1	2		1	1	12
	<i>appointments</i>	2		1	2	2	1				8
	<i>withdrawals</i>										0
	RLA	14	14	7	8	16	10	7	8	7	91
	total	88	83	88	84	80	88	78	80	84	753
	<i>sections</i>	18	17	18	17	16	18	16	16	17	17
	18	17	18	17	16	18	16	16	17	17	
	18	17	18	17	16	18	16	16	17	17	
	17	16	17	17	16	17	15	16	17	17	
	17	16	17	16	16	17	15	16	16	16	
Runkle	<i>Subtotal</i>	39	59	57	56	51	63	57	67	68	517
	<i>PreReg</i>			1			1				2
	<i>appointments</i>		2		1						3
	<i>withdrawals</i>										0
	RLA	4	12	7	9	13	5	8	6	7	71
	total	35	49	51	48	38	59	49	61	61	451
	<i>sections</i>	12	17	17	16	13	20	17	21	21	21
	12	16	17	16	13	20	16	20	20	20	
	11	16	17	16	12	19	16	20	20	20	
Grand subtotal	462	518	521	558	512	564	576	520	570	4801	
ELL Req										0	
Buffer ELL Req										0	
Buffer										0	
Incomplete Buffer					1	1	1	1		4	
EL/ Buffer appointment										0	
Grand Total	438	436	443	470	435	501	499	430	483	4135	

BHS	9	10	11	12	SP						
Subtotal	517	505	526	514	13	BHS Subtotal	2075		Subtotal K-12+ enrolled	6876	
<i>PreReg</i>	4	2	2			<i>BHS subtotal PreReg</i>	8		<i>subtotal PreReg</i>	65	
<i>appointments</i>	1	2	2			<i>appointments</i>	5		<i>subtotal appointments</i>	53	
<i>withdrawals</i>	2		1			<i>withdrawals su</i>	3		<i>subtotal withdrawals</i>	82	
RLA	76	69	81	67	1		294			986	
total	444	440	448	447	12	BHS Grand Total	1791		Grand Total SCHOOL BASED K-12+ enrolled	5926	

BEEP	BEEP2	BEEP3	BEEP4	BEEP Grand Total					Grand Total SCHOOL BASED PK-12+ enrolled'	6076
total				150						