

**THE W. L. GILBERT SCHOOL CORPORATION
BUILDING & GROUNDS COMMITTEE MEETING**

Wednesday, March 20, 2024

THE GILBERT SCHOOL

5:30 PM

Library

AGENDA

1. OPENING OF MEETING

- A. Building & Grounds Committee - Scott Beecher (Chair), Holly Cassaday
- B. Others - Greg Shugrue (Head of School), Ted Buzinsky (Building & Grounds Supervisor)

2. DISCUSSION/UPDATES

- A. Updates on Solar Project
- B. Revisiting the 5-Year Plan

3. OTHER

4. ADJOURNMENT

The next steps in the process are as follows:

Roofing

- **Permitting for the roof - this will be applied for early next week**
 - You will be provided a copy once it's in hand
- **Roof Materials will be ordered and the contractor will prepare for mobilization**
 - The roof is expected to take 2.5 - 3 weeks weather permitting
 - This is scheduled to start the first week of April (please note the correction from this morning, we connected with the roofer after our call to confirm install times)
 - Christa will schedule a logistical kickoff call before work to discuss expectations and details

Solar Process

- We are putting together a Gantt chart based on our expected roof completion date and will circulate that once ready
- The solar team is beginning to work on the administrative portion this includes:
 - Applicable permitting and engineering sets
 - Finalizing designs and layouts
 - Filing for interconnection
- Site visits - our solar team and the utility may have to visit the site during the above processes to gather the required information - this will be scheduled and communicated in advance
- Christa will set up weekly or biweekly calls to discuss status, logistics, and expectations
- Materials will be ordered once plans are finalized - you will be provided with confirmation once the material is on order
- Delivery and placement of materials will be scheduled ahead of the mobilization date
- Following substantial completion we will work with the utility on approval to energize, followed by commissioning and closing the project out