

**ENERGY COMMISSION**

TOWN HALL  
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**WILTON ENERGY COMMISSION**  
**RFP Subcommittee Meeting**  
**Wilton Town Hall Annex Room A**

**March 22, 2017, 12:30-3:00pm**

**Attendees: Debra Thompson-Van, Bruce Hampson, Richard Creeth and Peter Wrampe.**  
**Also present: Mark Robbins of MHR Consultants, Chris Burney**

**Minutes**

1. Debra Thompson Van called the meeting to order at 12:50pm
2. Debra then went over the RFP Selection Criterial and Ranking as approved by the WEC full meeting on 2/28/17.
3. The RFP subcommittee, Director of Facilities and Energy Management, and consultant Mark Robbins of MHR Development reviewed their notes and impressions from the 4 Solar Bid responders.
4. The RFP Subcommittee and Director of Facilities and Energy Management then ranked the 4 Municipal Solar Vendor based on the Criteria. This ranking will be reviewed as part of the update to the WEC on March 29, 2017 for discussion.
5. The RFP subcommittee then directed Mark Robbins to invite the leading Solar bid responders to present their solution at the WEC March 29, 2017 meeting and to begin checking references.
6. Debra adjourned the meeting at 2:00pm.