



CITY OF DOVER

ENERGY COMMISSION – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **1st Floor Conference Room, City Hall – 288 Central Ave.**
Meeting Date: **Wednesday, January 20, 2020**
Meeting Time: **5:30 PM**

1. Welcome

Chair Bill Baber opened the meeting and asked remote members to state their location, whether they are alone, and their reason for participating remotely, in accordance with the emergency meeting provisions of RSA 91-A:2, III(b).

Deborah Thibodeaux (Council Liaison) – home, alone, remote due to COVID-19

Vincent Lyon – home, alone, remote due to COVID-19

Michael Behrmann - home, alone, remote due to COVID-19

Walter King - home, alone, remote due to COVID-19

Otis Perry (Vice Chair) - home, alone, remote due to COVID-19

Barrett Miles (Alternate) - home, alone, remote due to COVID-19

Rebecca Ohler (Alternate) - home, alone, remote due to COVID-19

Zak Koehler – present in the meeting room

Susan Smith – present in the meeting room

Bill Baber (Chair) – present in the meeting room

Elena Piekut (Assistant City Planner, Staff Liaison) – present in the meeting room

Christopher Parker (Assistant City Manager) – visiting remotely

Christopher Parker addressed the transition from Elena Piekut providing staff support as she will no longer be with the City of Dover, and said he would return to a future meeting for discussion of a request for proposals for solar. He left the meeting, causing an interruption in the virtual meeting. The connection was reestablished.

2. Assign Minutes Taker

Elena Piekut said she would continue to take minutes for this meeting but encouraged the group to draft minutes to assist staff in future meetings.

3. Election of Officers

Chair Bill Baber and Vice Chair Otis Perry indicated their willingness to continue in their roles. Zak Koehler nominated both and Mike Behrmann seconded. No other nominations were brought forward.

Roll call vote: Walter King – yes, Mike Behrmann – yes, Vincent Lyon – yes, Barrett Miles – yes, Otis Perry – yes, Becky Ohler – yes, Zak Koehler – yes, Susan Smith – yes, Bill Baber – yes. **Vote: U/A**

4. Citizen's Forum

None.

5. Approval of Regular Meeting Minutes of November 18, 2020

Otis Perry moved to approve the minutes of the November 18, 2020 meeting as written. Zak Koehler seconded. Roll call vote: Walter King – yes, Mike Behrmann – yes, Vincent Lyon – yes, Barrett Miles – yes, Otis Perry – yes, Becky Ohler – yes, Susan Smith – yes, Zak Koehler – yes. **Vote: U/A**



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6. Staff Updates

A. Request for Proposals – Solar Power Purchase Agreements

Elena Piekut briefly touched on this and referred to the update she had sent via email. Chris Parker will address this in a future meeting.

B. City Facilities' Solar Electricity Generation Update

Elena Piekut provided the links for each system's online dashboard and encouraged members to bookmark them.

- i. **See Dover High School:** <https://monitoringpublic.solaredge.com/solaredge-web/p/site/public?name=DoverHighSchool#/dashboard>
- ii. **See Children's Museum/Indoor Pool:** <https://monitoringpublic.solaredge.com/solaredge-web/p/site/public?name=ChildrensMuseumDashboard#/dashboard>

C. Updating the Community Facilities and Utilities Chapter of the Master Plan

Elena Piekut reported that staff and the Master Planning consultant had met that afternoon and have an updated timeline for progress on this project.

D. Other

Elena Piekut acknowledged that she is moving on from the City of Dover to become the City Planner for the City of Ellsworth, Maine and thanked the Commission for the experience gained in the past five-and-a-half years supporting their activities.

Walter King asked who would serve as liaison to the New England Municipal Sustainability Network. Elena said Chris Parker would be accessible to the network.

7. Old Business

A. Goal: Updating Energy Report

The primary focus of the meeting was reviewing each narrative section written by a member and discussing the remaining data analysis to be performed and included. Each member provided an overview of their section. Zak Koehler and Vincent Lyon will continue processing the fleet and utilities data obtained from City departments to add figures and summaries to the document.

Zak Koehler left the meeting at 6:55 pm. Deborah Thibodeaux left the meeting around 6:59 pm.



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Mike Behrmann moved that the Commission authorize Bill Baber to complete editing the report, incorporate the work of Vincent and Zak, and prepare it for distribution. Otis Perry seconded. Discussion ensued to clarify the goals of data analysis. Roll call vote: Walter King – yes, Vincent Lyon – yes, Otis Perry – yes, Mike Behrmann – yes, Susan Smith – yes, Bill Baber – yes, and Bill asked the alternates to vote as well: Barrett Miles – yes, Becky Ohler – yes. **Vote: U/A.**

8. New Business

None.

9. Other Business / Member Comments

None.

10. Call for Agenda Items

None.

11. Adjourn

Meeting adjourned at 7:15 pm.