



CITY OF DOVER

ENERGY COMMISSION – MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall 1st Floor Conference Room, 288 Central Ave.
Meeting Date: **Wednesday, November 19, 2025**
Meeting Time: **5:30 PM**

1. Welcome

Chair Bill Baber opened the meeting at 5:30 PM.

Roll Call: Bill Baber (Chair), Vincent Lyon (Vice Chair), Susan Smith, John Turner, Bret Carmichael, Steve Paulson, Lucas Veitch, Eric Ryherd, Dylan Lucas

Other Attendees: Chris Parker (Deputy City Manager)

Staff: Lexi Merchant (Resilience Coordinator)

2. Citizens' Forum

3. Approval of Minutes

A. Regular Meeting Minutes of October 15, 2025

B. Carmichael motioned. Seconded by S. Paulson. Approved U/A.

4. Staff Updates

A. Energy Savings Performance Contracting (ESPC)

At the last meeting, EEI presented the Commissions with three initial project options. After discussions with the Facilities Project Manager, Eric Sanderson, the “full comprehensive” option made the most sense for the City. There are funds set aside for the McConnell Center boiler and roof, which could be used for this project. The McConnell Center roof was also added to the project. At the last meeting the Energy Commission recommended weatherization which EEI was happy to include. We are waiting on EEI to get the City the final numbers so the project can go to City Council December 10th.

L. Merchant spoke on the Dover Download podcast about this project with E. Sanderson.

B. WWTF Solar Project

The City's Legal department has finished reviewing the contract. ReVision has submitted an invoice for the project and once they receive this they will have a kickoff meeting. The Energy Commission sub-committee for the WWTF Solar will be invited to this kickoff meeting.

C. CPACE

Deputy City Manager Chris Parker attended the meeting to show support for this.

CPACE stands for Commercial Property Assessed Clean Energy. This is a policy enabled financing mechanism that allows building owners of commercial properties to access the capital they need to make energy or resilience related upgrades. Financing is repaid over time, usually over the course of 20 to 30 years, through a special assessment lean on the property. The lean is transferred with the title of the property and can be passed to new owners. Properties that would be eligible are commercial properties and multiunit dwellings that have 4 or more units.



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As a City, Dover can adopt a CPACE ordinance to allow this type of financing. Additionally, the Planning and the Business Development offices can do outreach help to bring awareness to this program.

B. Carmichael motioned to recommend that the City get involved with the CPACE program. S. Smith seconded. There was a roll call vote and the motion passed U/A.

D. Energy Tips

Members discussed submitted Energy Tips and Resilience Coordinator Merchant requested members submit more. B. Baber suggested writing tips specifically for renters.

5. New Business

A. Weatherize Dover

M. Bradley provided materials regarding a weatherization campaign that the Energy Commission and the City can help to promote. This program is funded through NH Saves and the Home Energy Performance program. It offers a free home energy audit and weatherization upgrades either fully or partially paid for depending on financial qualifications. M. Bradley was unable to attend the meeting to give more detail but we look forward to learning more at the next meeting.

6. Other Business / Member Comments:

A. B. Baber noted that two Energy Commission members are joining the City Council and will have to leave the Energy Commission. Congratulations to Bret and Lucas and thank you for your service on the Energy Commission.

8. Call for Agenda Items:

9. Adjourn: Unanimously at 6:10 pm.

Minutes taken by Lexi Merchant.