



CITY OF DOVER

ENERGY ADVISORY COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Chambers – 288 Central Ave, Dover, NH
Meeting Date: **September 13, 2007**
Meeting Time: **5:30 pm**

Members Present:

City Manager Michael Joyal, Chairman Eric Steltzer, Eric Kelsey, Brett Pasinella, Randy Overbey, Robin Estee and Leslie (reporter from Foster's Daily Democrat)

Welcome:

Eric Steltzer called the meeting to order at 5:30 pm. Robin Estee volunteered to be the Secretary for this meeting.

Approval of Minutes:

After a quorum was gathered, a motion was made by Robin Estee, seconded by Brett Pasinella to accept the minutes from the August 23rd meeting. There are a few spelling corrections that need to be made. The minutes were passed unanimously with corrections.

Old Business:

- a. Cochecho Waterfront – Eric Steltzer attended the most recent meetings of both the park design and land use committees. Eric Steltzer expressed our interest in energy conservation (LEED/Low Impact Development (LID) standards/long term cost reductions). City Manager Joyal advised that the Dover Housing Authority has sent out Requests for Qualifications to urban planners to act in an advisory capacity for design specifications for the park area as well as the building. The next meeting of both committees is September 17, 2007; hopefully the qualification letters will be presented. The Dickinson Corporation seems mostly agreeable dependant on “market standards”.
- b. ESCO Performance Contract Update – City Manager Joyal advised that DES some grant funds available for an energy auditor. A preliminary audit will be conducted first to identify basic functions; electricity, water and fuel usage. The second audit is more comprehensive and would identify and recommend projects and outcomes. The City of Dover is hoping for an energy consultant versus just an Energy Services Company. A consultant would represent the City versus an ESCO that would just make recommendations with no one representing the needs of the City. The ESCO's will be financed through performance contracts. The RFP should be done within the next two weeks to hopefully have someone on board by November 1st. This would allow the process to be underway by our December deadline.
- c. ICLEI Energy Inventory – Brett Pasinella advised the password we have doesn't allow complete access into this tool. There are additional steps that need to be taken prior to entering Thad's data into this website and tool. A comprehensive list of the data that is needed will be forwarded once access is gained into this software.



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- d. SABR Resolution – Eric Steltzer advised that the Resolution was presented at the last TAC meeting. The TAC requested a reference be made to the 2000 Master Plan Transportation Guideline about the 11 or 12 goals to become biker friendly. Once a reference is made in the Resolution as the TAC requested, the process will continue to the City Council through a sponsor, hopefully Deputy Mayor Jason Hindle.
- e. Press Release – Eric Steltzer provided a copy of a press release he obtained through the EPA Energy Star. This release was just a canned version. Additional information such as upcoming meetings, ICLEI membership and the Mayor's Climate Protection membership could be added. Additionally, the steps that the DEAC has already taken and the savings that have already been seen by the City could be added.

New Business:

- a. Coordination of Apple Harvest Day - Eric Steltzer advised that Dona Layton was able to secure bags donated by Hannaford. There was additional conversation about the possibility of having Houghton Hardware versus Home Depot assist as they did at the Sierra Club Home Energy Fair. Houghton's Hardware had a representative at that Fair; maybe they would be willing to assist Dover. There was additional conversation about trying to secure other corporate sponsorship i.e. Harvey Industries, PSNH (which have already committed to sending 100 copies of outreach materials) and possibly the Dover Chamber of Commerce.

Additionally, a pamphlet will be designed to be handed out at the Apple Harvest Day that will list our background, mission, and accomplishments. This is to be completed by Robin Estee and presented at the next EAC meeting.

A sign-up sheet will also be created for any citizen that is interested in being added to the community email for updates and ideas on how to save energy.

- b. USDA Renewable Fund – Eric Steltzer advised there is funding available to municipalities and residents to assist with purchases for energy cost savings material. We need to think of some projects we could start working on. There was discussion that as long as the requirement is just "rurality", the City of Dover should qualify.

Upcoming Events:

- a. Peak Oil Workshop 9/18 at 7:00 pm at City Council Chambers
- b. Rockingham/Strafford Energy Committee Alliance 9/25 at 6:00 pm at UNH Alumni Center.
- c. Piscataqua Sustainability Initiative 9/29 at 10:00 am at Portsmouth Public Library (which just received a Silver Certification for LEED Certification)
- d. NHHFA 10/22 at 8:00 am is mostly for planners in municipalities.



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City Manager Joyal did advise that he attended the Heine Open House at their new location at Enterprise Park. It was very impressive. They tied a lot of LEED Certification materials and components into their building for lighting, energy etc.

Additionally, City Manager Joyal advised that the Children's Museum was moving toward LEED Certification.

The next meeting of the DEAC will be on Thursday, September 27th at 5:30 in City Council Chambers.

Meeting adjourned at 7:00 pm