

ENERGY ADVISORY COMMITTEE
MINUTES
DECEMBER 5, 2007 CITY COUNCIL CHAMBERS

Members Present: City Manager Michael Joyal, Chairman Eric Steltzer, Brett Pasinella, Robin Estee, Dona Layton, Elizabeth Goldman and Leslie Modica (reporter from Foster's Daily Democrat). Eric Kelsey was excused; Randy Overbey was absent

Welcome: Eric Steltzer called the meeting to order at 5:40 pm. Robin Estee volunteered to be the Secretary for this meeting. Elizabeth Goldman was welcomed as a new member to the committee.

Approval of Minutes: Minutes from November 8th, 2007 were not presented. Additionally it was noted that there were no minutes provided from the October 14th meeting, nor from a meeting in August of 2007. The minutes previously provided by Randy Overbey were accepted with corrections made.

- City Council/
CWD Updates:**
- a. Vehicle Replacement Program – Was voted on and approved by the City Council 8-1.
 - b. Extension of Group to 3/15/08 – Mayor Myers and the City Council voted to extend our deadline to March 15, 2008 so that the action plan may be completed. The hope is that at that time, the City Council will vote that the committee be made permanent.
 - c. CWD meeting – At the last Cochecho Waterfront Development meeting that Eric Steltzer attended; there is an analysis being done about storm water management (storm water drainage vs. runoff). There was additional talk about low impact design. The committee is looking at hiring a consultant and Cecil Group was hired as the architect. They are working on the design standards.

**Discussion on
RFP for
Consultant:** City Manager Michael Joyal spoke on the RFP for a Consultant. He provided some background information about the previous contract 10 years ago. The RFP process has already been approved by the council and it will be funded with grant money. **This grant money was obtained through the NH Department of Environmental Services, Resource Division. There was \$100,000 (one hundred thousand dollars) provided by this grant.** There is about \$40,000 left of the grant (after the work on the arena lighting was completed). The proposals for the consultant will be due in January of 2008. It was decided that the Energy Advisory Committee would be part of the consultant interview process in an advisory capacity only.

Comment [MSOffice1]: The bold type was added due to a motion to accept these minutes on January 15th, 2008. These minutes were approved with this addition.

- Energy Action
Plan:**
- a. Portfolio Manager Data – Eric Steltzer attended training that was very beneficial. The benchmarking aspect appears that it can't be used for any of our buildings other than the schools. But the energy intensity unit will be used for individual buildings. The hope is that NHenergy.org will be set up in the future to share information from the EPA Portfolio Manager with other cities and towns.
 - b. ICLEI Data – Brett Pasinella spoke to his work with the ICLEI program. He is able to enter the information from the Portfolio Manager and the program creates very interesting reports. It was decided that Eric Steltzer and Brett Pasinella will work primarily on the Portfolio Manager to figure the energy consumption reductions the city will aim for. If there is time left before the action plan needs to be submitted, the work will be completed with the ICLEI software.
 - c. Peak Oil Information – Eric Kelsey did write up a paragraph on Peak Oil and submitted it to Eric Steltzer; it looks good.

d. History Information – Dona Layton met with City Manager Michael Joyal and obtained information about the prior performance contract and the changes that have already been made to the lights, windows and gas fired boilers. There was also talk about the new energy management system at the Woodman Park School with computerized energy controls that could manage all the buildings in one single system. Additionally the history will provide a background and a vision/mission statement.

e. Action Item Template – This item will be discussed further as the information is obtained through the Portfolio Manager and ICLEI software. The support of performance contracts of energy efficiency measures will be included as well as an educational aspect for the community, public transportation and use of renewable energy.

Other:

a. Siemens Presentation – Eric Steltzer was made aware of this presentation at a BIA conference he attended. It was decided that the consultant will bring these items forward as part of his scope of work, thereby keeping the committee on track for the March 2008 deadline.

b. ENERNOC Presentation – This also was a presentation that was decided to be best handled by the consultant. Insight was provided as to what ENERNOC is. This program pays companies usually to shut down production or energy usage during high peak volume times. There was discussion that the City would not be able to shut down or change hours like a manufacturing company could.

c. Other – Eric Kelsey asked that it be brought to the committee's attention that the Durham Town Council recently, near the end of their meeting, voted to endorse the widening of the Little Bay Bridge. City Manager Michael Joyal did speak to this vote. The reason for this late vote was that the Metropolitan Planning Organizations (MPO) made recommendations to the transportation department about the highway plans and priorities. The State Commission recommended to the Governor and his Council that the Little Bay Bridge be kept a priority project. Despite the MPO's views the priorities were revised and the widening of the bridge was delayed. The City of Dover supports the initial recommendations to keep the widening project a priority. That is why Durham Town Council placed a vote to endorse the widening as well. As a note, the widening project would also include Intermodal transportation; commuter bus service, rail and Fast Tran (a system to transport employees from the outskirts of town in park and rides, to work in the City).

Next Meeting: The next meeting of the DEAC will be held on Wednesday, January 2nd. 2008 at 5:30 p.m. in the City Council Chambers.

Meeting adjourned at 7:15 pm