

ENERGY ADVISORY COMMITTEE
JANUARY 2, 2008 5:30 PM
CITY COUNCIL CHAMBERS

Members Present: City Manager Michael Joyal, Chairman Eric Steltzer, Robin Estee, Dona Layton, Elizabeth Goldman, Randy Overbey and Eric Kelsey. Brett Pasinella was excused.

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: Minutes from September 27th were presented. Motion made by Randy Overbey with a second by Robin Estee to accept the minutes. Passed Unanimously.

Energy Action/Plan: a. Portfolio Manager Data – Eric Steltzer explained the way the raw data was arranged and that a Master excel spreadsheet has been created to help track data going forward. The Portfolio Manager has been organized to bring the 100 or so accounts down to a manageable 25 accounts with cross references. The changes are made to “clean up” the manager file and to confirm that data is where it belongs, to clean up duplicate files/information and to ensure that the file is as complete as possible. With all the work that has been done so far, Eric Steltzer requested help in entering the data into the Master spreadsheet so that we will have our action plan completed for the council by the March 15th deadline. The data entry was separated out as follows:

Liz Goldman	Natural Gas
Randy Overbey	Schools
Eric Steltzer	Propane
Dona Layton	Electricity
Robin Estee	Electricity and Oil

All this information needs to be completed by the next meeting to keep on track for the draft to be completed by February 28th.

- b. ICLEI Data – Brett Pasinella was not present to update on this item.
- c. Peak Oil Paragraph – Eric Kelsey provided a copy of the Peak Oil section that he has completed to date. It was written for the “City” as the audience.
- d. History Info – Dona Layton has the draft complete and is working on the finishing touches
- e. Deadline for draft – Eric Steltzer has set February 28th as the date to have the draft completed. This deadline will provide at least one meeting before March 15th for any final changes.

Liz Goldman has created a “wiki” on the internet (doverenergy.wetpaint.com) for the committee to post all the information to be included in the action plan. This wiki provides a central repository for the latest updates and information.

There was also conversation about what to include in the action plan. The topics included a preamble with the resolution that established this committee, history, peak oil and education, outreach. There was some discussion about including a CO2 global warming section, but the overall consensus was to not include that topic due to the adversarial nature of the topic.

Eric Steltzer, or his designee, will attend the City Council meeting on January 9th to speak to the resolution that created this committee for the new council members.

Next Meeting: The next meeting is scheduled for January 15th, 2008 at 5:30 pm at the City Council Chambers.

Adjournment: The meeting was adjourned at 6:55 pm.