



CITY OF DOVER

ENERGY COMMISSION MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall – 2nd floor - Committee Conference Room
Meeting Date: March 27, 2012
Meeting Time: **5:30 pm**

MEMBERS PRESENT: Eric Steltzer, Elizabeth Goldman, Jessica Skinner, Jan Nedelka, Carmen Buford-Paige, Mary Gilbertson, Shannon Rogers Keegan

STAFF PRESENT: Rick Jones (Community Development Coordinator), Tim Corwin (Assistant City Planner)

Introductions

Overview of Operating Rules

-Article II: Do we include the 'Natural Step' in this section outrightly, or will this be new language for the council?

-Perhaps add different language about similar steps of action or processes related to natural step into the operating rules.

-Insert 'and others' after the Natural Step in Article II to incorporate these other related processes.

-Article III: Include 'has unexcused absences' for four consecutive...

-Article V, Paragraph E: Include 'video or audio recording'... into the first sentence, and take out the second sentence.

-Article V, Paragraph F: We DO NOT have to have a city e-mail address, but it is easier to utilize a city e-mail address if our correspondence were to ever be subpoenaed.

-Don't need to specify who the clerk is in our operating rules so it is flexible. Skinner will be the unofficial clerk for meetings.

Gilbertson motioned to pass operating rules with amendments; Nedelka seconded the motion. 7 votes yes, unanimous.

Election of Officers

-Steltzer voiced that he would not like to be chair, but is happy to serve on this committee again.

-Reviewed roles of chair and vice chair and opened discussion for possible volunteers for these roles.

-No direct volunteers; Steltzer will help coordinate the next meeting until someone steps up for this position.

-Nedelka stated that the role of chair would be best filled by someone who has had prior experience on this committee. This would allow for better continuity.

Review of work to date

-Jones state that there has been \$2.75 million spend on Johnson Controls project .



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- Energy savings can be \$3000-4000 per month
- First quarter report is out from Johnson Controls, ran through the end of January 2012. This is the start of the 10 year monitoring.
- \$319,000 in savings generated from this project which is a guaranteed prediction from the company; much of this comes from measurement and verification.
- This quarterly report will be posted on the web soon for public viewing.
- City has put an application in for the state for a turbine at the wastewater treatment plant to generate power there.
- Jones- we had applied for these funds last year and were turned down. Are we applying again?
- If city is seeking grants, this committee could potentially help seek these out
- Partnership between Dover Chamber of Commerce and the Dover Energy Commission. Keegan spoke with Molly last year. Steltzer and Keegan visited them this January 2012 and did a walk through energy audit and discussed areas of improvement with them. Generated ideas for them and for their members as ways to save energy.
- December 2012: Keegan proposed that Dover Energy Commission could give a 'brown bag lunch' related to energy conservation in the work place.
- Perhaps we could develop some outreach materials for chamber business members and others.
- Studied the city's energy use data and put together a baseline for the city.
- Facilitated a 'Green' Apple Harvest portion of the event to highlight green business in the community.
- Energy and Gardening Fair in some previous year. Very successful, 350 people.
- Sustainability Film Festival last year with money from the NH Charitable Foundation. A few hundred people over those few days.
- Talked to city about writing the energy component of the Master Plan.
- Worked energy into the 'Land Use' chapter before the law was passed to have Energy chapters.
- There are now conversations about having an Energy Chapter as well as Building Codes.
- Question: Has there been much outreach and education through this committee?
 - Yes, there is a brochure
 - Yes, there were signs created by Johnson Controls to highlight energy savings at the city buildings being worked on
 - Yes, Button Up programs
 - Yes, Stay Warm NH
- Button Up program is funded again this year. They are looking to bring a program to our community, perhaps a partnership.



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Discussions on Goals and Objectives

-Keep discussions at a minimum to save time, but let's summarize what's coming out in discussion.

-Topics we want to keep in mind:

-Municipal actions

-Food

-Energy Master Plan

-Transportation Energy

-Walkability

-Outreach and Education

-Keep on your radar...

-Cost of sprawl tool being developed by Steltzer and this office, using reference information from Illinois; RKG is doing this.

-Should be available at the end of June.

-RPC applied for a sustainable communities grant and got it to provide supportive services to municipalities for doing scenarios on sustainability.

**The cost of sprawl tool will be very useful for this.

-NH Financing and Housing Authority got a \$1 million grant to offer to municipalities to help them pay a consultant to help them adopt innovative land use ordinances.

Meeting Schedule: Third Tuesday of each month, 6-7 or 7:30pm

Next meeting: Tuesday April 17th, 2nd floor conference room

Adjournment

Goldman motioned to adjourn; Keegan seconded the motion; approved unanimously.

Adjourned at 6:50pm.