



CITY OF DOVER

ENERGY COMMISSION MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall – 2nd floor - Committee Conference Room
Meeting Date: Tuesday, May 15, 2012
Meeting Time: **6:00 pm**

MEMBERS PRESENT: Eric Steltzer, Elizabeth Goldman, Jan Nedelka, Carmen Buford-Paige, Mary Gilbertson

MEMBERS ABSENT: Jessica Skinner, Shannon Rogers Keegan

STAFF PRESENT: Tim Corwin (Assistant City Planner), Allan Krans (General Legal Counsel)

Presentation by Allan Krans

- Krans gave a presentation on RSA 91-A requirements.
- Focus on being open and transparent.
- Meetings have to be open and public.
- Executive meetings are meetings with legal counsel and not open to the public
- Anytime there is a quorum of four or more we need to publicly notice.
- Second part of right to know document.
 - Government needs to produce documents within 5 days.
 - Access to government records.
- Nature of emails will be important for the commission.
 - Discussion of city email accounts.
 - Emails to 4 or more people are open to public record.
 - We should be cautious on how we use our government email.
 - Be cautious about chain emails.
 - One way informational meetings are ok.
 - Emails are a slippery slope. Phone calls are ok as are one on one conversations.
 - Emails written can go into the newspaper.
- Krans is there to help defend us if needed.
- Krans recommends that we get a city email address.
- Ethics
- Why is it important.
 - We do a public service
- Conflict of interest.
 - Recusal when it is appropriate.
 - Disclose what you think might be a concern.
 - You and only you decide whether there is a conflict of interest.
 - Ask for help.

Approval of minutes

- Waiting to do minutes from April at the next meeting.



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Discussion on election of officers

- Jess skinner has moved to out of the city and will be resigning.
- Liz and Shannon were discussed as chair and vice chair.
- MOTION: Motion to have Elizabeth Goldman serve as chair and Shannon Keegan serve as vice chair. Mary Gilbertson, seconded by Jan Nedelka
- Discussion was positive for the election of Liz and Shannon.
- Vote was 5-0 in favor of the motion.

Discussion regarding Commission's goals

- Commission should get some ideas from Meredith energy commission.
- We will hold off on commission goals till next meeting.

Old business.

Does the city go out to bid on electricity.

- School went to bid and entered into a contract on March 29th for their electricity.
 - Rate is 5.75 cents per kwh.
- Tim will continue to research the whether the city has gone out to bid for its electricity.

Next meeting will be June 19th at 6pm.

Meeting adjourned at 7:10pm