



**CITY OF DOVER**

## ENERGY COMMISSION DRAFT MINUTES

Meeting Type: Regular Meeting  
Meeting Location: City Hall – 2<sup>nd</sup> Floor Conference Room  
Meeting Date: Wednesday, August 20, 2014  
Meeting Time: **5:30 pm**

**Members present:** Michele Alexander (Chair), Walter King, Chris Keeley, Bonnie LaBrack, Laura Raineri, Liz Goldman

**Members absent:** John Whitcomb, Councilor Deborah Thibodeaux

**Staff present:** Tim Corwin (Assistant City Planner)

Meeting called to order by M.Alexander.

### **-Approval of Minutes from Meeting of July 2 and July 16, 2014**

Meeting minutes of July 2 and July 16, 2014 approved unanimously.

### **-Staff Updates**

- T.Corwin stated that he will touch base with Rick Jones to check on the status of the Johnson Controls report and once that is finalized will ask him to provide an update on the project to the Commission.
- T.Corwin provided an update on the Littleworth Road solar project site plan and conditional use permit applications. He also confirmed that the City does not obtain any of its energy supply from PSNH, and therefore, could not be a participant in the Littleworth Road community solar project.
  - The Commission discussed providing support for the Littleworth Rd solar array project at the 8/26 Planning Board hearing in the form of either live testimony or a letter. W.King offered to attend the meeting. L.Goldman made a motion to approve a letter to be sent to the Planning Board outlining the reasons for the Commission's support. L.Raineri seconded. Motion approved u/a.

### **-City Solar Project**

- M.Alexander and T.Corwin recapped Andrew Kellar's discussion from the July meeting regarding the possibility of leasing land to a solar operator for a community solar project. The Commission discussed A.Kellar's suggestion to select City owned buildings and locations for a solar project, so that he can review these and give the Commission an assessment as to whether these sites are viable. He suggested that the next step would be to take the Town of Bedford RFP and use that as a template – the RFP will be open ended and will ask the responder to suggest which sites work and what type of project makes sense (PPA, Community Solar, etc.).
- The Commission will take a closer look at both the Bedford and Warner NH RFPs to see which is better for Dover.
- M.Alexander asked if the Planning Department could make recommendations for city owned property for potential solar arrays, which can then be reviewed by A.Kellar. The Commission discussed the landfill on Littleworth Rd as an optimum location for a community solar array project. T.Corwin stated that he would develop a list with planning staff and send to A.Kellar for his thoughts prior to the next meeting. The Commission discussed including an educational component



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to the solar project and ensuring that the selected site has visibility. W.King noted that the Warner RFP includes an educational component.

### **-State Energy Policy – Presentation to City Council**

- W.King provided an update on his presentation to city Council on August 13, 2014 for the purpose of providing a brief summary of the draft state energy policy and summarizing the comments that the Energy Commission provided by letter sent to the NH Office Energy and Planning in July. W.King stated that he received positive feedback from the City Council and that they appreciated hearing from the Energy Commission and the work that the Commission is undertaking.

### **-Film Series**

- C.Keeley offered to assist M.Alexander in preparing the grant application to the New England Grassroots Environmental Fund to obtain \$1,000 of funding for the film series. C.Keeley said he would try and obtain the questions that are part of the on-line application so they can be prepared in advance.
- T.Corwin stated that he would confirm who would need to apply for the grant and what type of approval it would require from the City, and whether it meets the requirements of NEGEF.
- The Commission discussed when to hold the film series but did not make a decision.

### **-Energy Commission Goal Setting**

- C.Keeley stated that the greenhouse gas emission calculations contained in the 2008 Energy Action Plan should be revisited. These provide a framework for the Commission's goals and to justify projects like the proposed Littleworth Rd landfill community solar array. C.Keeley stated that the Commission has already set its goals in the past and that it's incumbent on the Commission to revisit those goals. The Commission discussed using the Johnson Controls reports as benchmarks to check the City's progress. Goal setting will be the focus of the September meeting with emphasis on the 2008 Energy Action Plan, and the goals set forth therein.

### **-Other Business**

- W.King discussed a notice from the EPA soliciting comments on their proposed Clean Power Plan.
- C.Keeley introduced the grant funded Climate Change Steering Committee project which is a follow up to the City's Climate Adaptation Project from earlier in the year. The Committee will help to organize a series of workshops in the winter and spring. The purpose of the project is to help define and establish particular actions to begin addressing climate change. E. Goldman volunteered to serve on the Steering Committee as the Energy Commission representative. C.Keeley described the work other such Steering Committees in other NH municipalities have undertaken. The Energy Commission discussed the general impact of climate change in the Dover area and the importance of beginning to take specific steps to address.

Meeting adjourned.