



CITY OF DOVER

ENERGY COMMISSION MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall – 2nd Floor Conference Room
Meeting Date: Wednesday, January 21, 2015
Meeting Time: **5:30 pm**

Members present: Michele Alexander (Chair), Walter King, Chris Keeley, Laura Raineri, Liz Goldman, John Whitcomb, Cyrus Esmaili, Councilor Deborah Thibodeaux

Staff present: Tim Corwin (Assistant City Planner)

Meeting called to order by M.Alexander.

-Review of Draft December 17, 2014 Meeting Minutes

- Motion to approve the December 17, 2014 meeting minutes by W.King, seconded by L.Raineri. U/A.

-Election of Officers

- Motion to elect C.Keeley as Chair by W.King, seconded by C.Esmaili. U/A.
- Motion to elect W.King as Vice Chair by M.Alexander, seconded by E.Goldman. U/A.

-Staff Update

- A representative of the Jordan Institute recently met with the Assistant City Manager regarding C-PACE opportunities. The representative asked for an opportunity to also meet with the Energy Commission. The Commission expressed interest in asking the representative to attend the February meeting.
- T.Corwin stated that staff is still working on edits to the solar power/community solar RFQ, and that the Energy Commission will serve as the review committee for whatever proposals are received and will provide recommendations to City Council.

-Energy Commission Goal Setting

- The Commission reviewed the goals set forth in the 2008 Energy Action Plan.
- M.Alexander stated that addressing the solar RFQ will take a substantial amount of time. C.Keeley agreed and suggested the Commission should keep that in mind when considering other goals. M.Alexander stated that conducting public outreach and education related to the solar project will also be a part of what the Energy Commission should do.
- M.Alexander suggested adding as a goal reviewing the Johnson Controls project that is set to come out this year.
- The Commission reviewed the energy commission state enabling statute. W.King suggested updating the Energy Action Plan to make it more current to further the Commission's statutory charge. C.Keeley questioned whether the Commission has the technical expertise to update the data. L.Goldman stated that previously the Energy Advisory Committee had taken City records and added them into spreadsheets. C.Esameili suggested updating just the table found on pages 11-15. M.Alexander suggested that information may be available in the Johnson Controls report. D.Thibodeaux offered to reach out to the City Finance Director to see if to see if Commission members could meet with him to try and gather some of the information needed and to provide some guidance.



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- M.Alexander suggested that each Energy Commission watch and keep track of the activities that the other City Boards and Commissions are engaging in. The Commission members expressed interest in doing this and to discuss which boards to follow and by whom at the February meeting.
- T.Corwin confirmed that the outreach letter drafted by C.Keeley and M.Alexander will be delivered to the City's Boards and Commissions asap. The Commission agreed on the list of boards and commissions to which the letter should be sent and to have M.Alexander make some final revisions. The Commission discussed following the letter up with in person visits to each of the boards.
- E.Goldman volunteered to draft a summary of the goals discussed by the Commission.

Meeting adjourned.