



ENERGY COMMISSION MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall 2nd Floor Conference Room 288 Central Ave, Dover, NH 03820
Meeting Date: **Wednesday, September 21, 2016**
Meeting Time: **5:30 pm**

Members present: Vice Chair Walter King, Rob Weir, John Whitcomb, Grant Faustino (alternate), Julie Fournier (alternate), and Staff Liaison Elena Piekut

Members absent: Chair Chris Keeley, Jeff Chierepko, Cyrus Esmaeili, Laura Raineri, City Council Liaison Deborah Thibodeaux

1. **Welcome** – Meeting called to order 5:34 p.m. Walter King asked Grant Faustino to sit as a regular member.
2. **Citizen's Forum** – None present.
3. **Approval of Meeting Minutes of August 17, 2016** – Rob Weir moved to approve the minutes of August 17th. Grant Faustino seconded with an amendment to correct “graduate” to “undergraduate.” Vote: U/A
4. **Staff Update**
 - A. **New Members** – Elena Piekut introduced Julie Fournier, alternate member. Julie noted that she is a Dover native who recently returned to the City. She has 30+ years of experience in mechanical engineering.
 - B. **Ameresco Solar PV Projects** – Elena provided a recap of the written summary of the solar projects' current status, next steps, and coordination with the Dover High School design team and School Department finance staff. She will be speaking with Ameresco about options for moving forward despite the setback in securing net metering benefits in 2016.
 - C. **C-PACE (Property Assessed Clean Energy for Commercial properties)** – Elena explained that she had heard from Scott Maslansky of the Jordan Institute that he didn't feel it was yet time to send a letter as proposed at the previous meeting. He is still waiting for an opinion from the tax collector's association attorney. Meanwhile he has continued to coordinate with the City's Finance and Information Technology Departments.
 - D. **Capital Improvements Plan** – Elena followed up on several topics that she has discussed with the Planning Director. The in-progress Capital Improvements Plan (CIP) covers 2018-2023. The year 2019 anticipates \$700,000 for LED streetlight conversions. The CIP will be presented to the Planning Board for approval with a public hearing planned for October 25th. After Planning Board approval, the City



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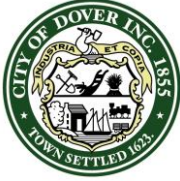
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Council will also hold a public hearing and vote. Both public hearings are an ideal time for the Energy Commission to advise the Planning Board and City Council.

- E. Community Facilities and Utilities** – The next chapter of the Master Plan to be updated will be Community Facilities and Utilities. Work is expected to begin in the spring. This will be an opportunity for the Energy Commission to contribute to the overall vision for the City’s assets.
- F. Street Trees** – New street trees for downtown are a part of the Downtown Vehicular and Pedestrian Access Study, which recommends converting the one-way traffic pattern to two-way traffic and making improvements to the green space at Upper Square. This is an estimated \$12 million project, and the CIP allocates \$750,000 for full design in 2021. The Energy Commission’s input will be valuable when the City Council votes on these projects in the coming years.
- G. Technical Review Committee (TRC)** – Durham’s Charlie Forcey recommended including an Energy Commission member during technical review (pre-Planning Board) meetings. If a member of the Energy Commission would like to commit to attending Dover’s TRC meetings (Thursdays at 10:30 a.m., although a meeting is not held if there is no plan scheduled for review), the Planning Department would create a seat on the Committee for the member.
- H. Energy Code** – Another recommendation from Durham is to adopt the 2015 International Energy Efficiency Code rather than the current 2009 code. Elena said that personnel changes in the Building Inspections office preclude pursuing this in the near future, but that members can familiarize themselves with the code and she can initiate a conversation with Building Inspections when both parties are ready to consider adoption.

5. Old Business

- A. Energy Star Portfolio Manager / CTC Collaboration & Grant Possibilities** – Walter King explained that he had submitted a New England Grassroots Environment Fund (NEGEF) seed grant application to fund a collaboration with the Career Technical Center to implement use of the Energy Star Portfolio Manager. The application is currently on hold pending further discussion with the CTC. Laura Raineri is scheduling that meeting.
- B. Energy Action Plan/Report – Review of Draft Sections** – Walter King provided a draft revision of the Energy Commission’s mission statement. The group discussed the mission statement’s relationship to the City Council-approved operating rules



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and NH RSA 38-D. It was decided that three separate approaches will be taken: 1) proposing an amendment to the operating rules, 2) establishing an internal mission statement, and 3) establishing and updating annual goals/objectives. Rob Weir will edit Walter's document.

C. Other – Walter King addressed a graph and data sent to the Stewardship Master Plan Chapter consultant and staff by Jeff Chierepko. The group decided to discuss the data's interpretation with Jeff at the next meeting.

6. **New Business** – Walter King asked for an update on the Stewardship Master Plan Chapter. Elena will follow up.
7. **Call for Agenda Items** – None.
8. **Adjourn** – John Whitcomb moved to adjourn at 6:42 p.m. Rob Weir seconded. Vote: U/A